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## Waipapa Papanui-Innes-Central Community Board AGENDA

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### Notice of Meeting:

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

**Date:** Thursday 10 October 2024  
**Time:** 4 pm  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

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### Membership

Chairperson	Emma Norrish
Deputy Chairperson	Simon Britten
Members	Pauline Cotter
	Sunita Gautam
	Victoria Henstock
	Ali Jones
	Jake McLellan
	John Miller
	Emma Twaddell

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**4 October 2024**

### Principal Advisor

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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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# What is important to us?

Our Strategic Framework is a big picture view of what the Council is aiming to achieve for our community

## Our focus this Council term 2022–2025

### Strategic Priorities



Be an inclusive and equitable city which puts people at the centre of developing our city and district, prioritising wellbeing, accessibility and connection.



Champion Ōtautahi-Christchurch and collaborate to build our role as a leading New Zealand city.



Build trust and confidence in the Council through meaningful partnerships and communication, listening to and working with residents.

Adopted by the Council on 5 April 2023



Reduce emissions as a Council and as a city, and invest in adaptation and resilience, leading a city-wide response to climate change while protecting our indigenous biodiversity, water bodies and tree canopy.



Manage ratepayers' money wisely, delivering quality core services to the whole community and addressing the issues that are important to our residents.



Actively balance the needs of today's residents with the needs of future generations, with the aim of leaving no one behind.

## Our goals for this Long Term Plan 2024–2034

### Draft Community Outcomes



Collaborative and confident

Our residents have the opportunity to actively participate in community and city life, have a strong sense of belonging and identity, and feel safe.



Green and liveable

Our neighbourhoods and communities are accessible and well connected, supporting our goals to reduce emissions, build climate resilience and protect and regenerate the environment, especially our biodiversity, water bodies and tree canopy.

To be adopted by the Council as part of the Long Term Plan 2024–2034



A cultural powerhouse

Our diverse communities are supported to understand and protect their heritage, pursue their arts, cultural and sporting interests, and contribute to making our city a creative, cultural and events 'powerhouse'.



Thriving and prosperous

Our city is a great place for people, business and investment where we can all grow our potential, where enterprises are innovative and smart, and where together we raise productivity and reduce emissions.

## Our intergenerational vision

A place of opportunity for all.

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



Ngāi Tahu has rangatiratanga over its takiwā – the Council is committed to partnering with Ngāi Tahu to achieve meaningful outcomes that benefit the whole community

Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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Karakia Whakamutunga

## Karakia Tīmatanga

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hauhūnga Tihei Mauri Ora	Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.
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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 Waipapa Papanui-Innes-Central Community Board meeting held on [Thursday, 12 September 2024](#) be confirmed (refer page 6).

### 4. Public Forum Te Huinga Whānui

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

#### 4.1 Brock Marshall

Brock Marshall will report back on his participation in the UCI BMX World Championships in Rock Hill, South Carolina, USA, which the Board supported through its Youth Development Fund.

#### 4.2 Elena and Katia Ashmore

Elena and Katia Ashmore will report back on their participation in the National Secondary Schools' Brass Band Course in Nelson, which the Board supported through its Youth Development Fund.

#### 4.3 Northwest Sports and Community Hub

Sam Watt and Richard Attwood will speak on behalf of the Northwest Sports and Community Hub to provide an update to the Board.

#### 4.4 Shirley Village Project

Bec Roper-Gee will speak on behalf of the Shirley Village Project regarding the Crime Prevention Through Environment Design (CPTED) report for MacFarlane Park.



**4.5 Birthright Canterbury Trust**

Rachel Huggins will speak on behalf of Birthright Canterbury Trust to introduce herself as their new manager.

**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.



Waipapa  
Papanui-Innes-Central Community Board  
OPEN MINUTES

**Date:** Thursday 12 September 2024  
**Time:** 4.01 pm  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

**Present**

Chairperson	Emma Norrish
Deputy Chairperson	Simon Britten
Members	Pauline Cotter - via audio/visual link
	Sunita Gautam
	Ali Jones
	John Miller
	Emma Twaddell

**Principal Advisor**

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- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
- 

## Karakia Tīmatanga

The agenda was dealt with in the following order.

### 1. Apologies Ngā Whakapāha

**Part C**

**Community Board Resolved PCBCC/2024/00068**

That the apologies received from Victoria Henstock and Jake McLellan for absence be accepted.

Sunita Gautam/John Miller

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 PCBCC/2024/00069**

That the minutes of the Waipapa Papanui-Innes-Central Community Board meeting held on Thursday, 15 August 2024 be confirmed.

Simon Britten/Ali Jones

Carried

### 4. Public Forum Te Huinga Whānui

**Part B**

**4.1 Alisa Wada**

Alisa Wada reported back on her participation with the New Zealand Gymnastics team at the Pacific Rim Gymnastics Championships in Cali, Colombia, which the Board supported through its Youth Development Fund.

After questions from members, the Chairperson thanked Alisa for her presentation.

### 5. Deputations by Appointment Ngā Huinga Whakaritenga

**Part B**

**5.1 Polish Community**

Dr Krzysztof Pawlikowski and Halina Roberts spoke regarding Item 8 in relation to the proposal to name the reserve at 2 Burkett Street in Marshland, Little Poland Park, having supplied the attached background information on the story of Little Poland.

After questions from members, the Chairperson thanked Dr Pawlikowski and Ms Roberts for their presentation.

### Attachments

- A The Story of Little Poland - background information from Polish Community

## 6. Presentation of Petitions Ngā Pākikitanga

### Part B

There was no presentation of petitions.

## 7. Correspondence

**Community Board Resolved PCBCC/2024/00070 Officer Recommendation accepted without change**

### Part B

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Correspondence report.

John Miller/Emma Twaddell

Carried

## 8. Proposed Reserve Name - 2 Burkett Street, Marshland

### Board Consideration

The Board considered the deputation (refer item 5.1 of these minutes) relating to this item before accepting the officer recommendations, and additionally agreeing to the request to approve the installation in the park of a bench by the Polish Community.

### Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Proposed Reserve Name - 2 Burkett Street, Marshland Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves, under delegated authority and pursuant to section 16(2A) of the Reserves Act 1977, the classification of the reserve described as Lot 3000 DP 558697 and located at 2 Burkett Street, Marshland, as a Recreation Reserve, subject to the provisions of the said Act.
4. Approves, under delegated authority, the name Little Poland Park for the reserve located at Lot 3000 DP 558697 and located at 2 Burkett Street, Marshland.
5. Approves the proposed location for a new Oak Tree (*Quercus rober*) at the reserve with a plaque that references the 80<sup>th</sup> Anniversary of 733 children arriving in New Zealand following World War II (refer **Attachment A**).

**Community Board Resolved PCBCC/2024/00071**

**Part C**

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Proposed Reserve Name - 2 Burkett Street, Marshland Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves, under delegated authority and pursuant to section 16(2A) of the Reserves Act 1977, the classification of the reserve described as Lot 3000 DP 558697 and located at 2 Burkett Street, Marshland, as a Recreation Reserve, subject to the provisions of the said Act.
4. Approves, under delegated authority, the name Little Poland Park for the reserve located at Lot 3000 DP 558697 and located at 2 Burkett Street, Marshland.
5. Approves the proposed location for a new Oak Tree (*Quercus rober*) at the reserve with a plaque that references the 80<sup>th</sup> Anniversary of 733 children arriving in New Zealand following World War II (refer **Attachment A** to the agenda report).
6. Approves the installation in the park of a bench by the Polish Community.

Ali Jones/Sunita Gautam

**Carried**

**9. Proposed Lane Name - 17 Cunliffe Road**

**Community Board Resolved PCBCC/2024/00072 Officer Recommendations accepted without change**

**Part C**

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Proposed Lane Name - 17 Cunliffe Road Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves the following new lane name for 17 Cunliffe Road (RMA/2022/2920)
  - a. Lane 1 - Pepper Tree Lane

Emma Norrish/Ali Jones

**Carried**

**10. Proposed Road Names - 485 Hills Road**

**Community Board Resolved PCBCC/2024/00073 Officer Recommendations accepted without change**

**Part C**

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Proposed Road Names - 485 Hills Road Report.



2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves the following new road and lane names for 485 Hills Road (RMA/2020/2265)
  - a. Road 1 - Rosetta Street
  - b. Lane 1 - Winterfield Lane

Sunita Gautam/John Miller

Carried

## 11. Merivale Papanui Cricket Club - proposed new lease

**Community Board Resolved PCBCC/2024/00074 Officer Recommendations accepted without change**

### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Merivale Papanui Cricket Club - proposed new lease Report.
2. Grant a ground lease to Merivale Papanui Cricket Club pursuant to section 54 of the Reserves Act 1977, for a lease period of thirty three years including renewals for an area of approximately 345 square metres of Edgar McIntosh Park being part of Lot 1 DP19513 as shown on the plan described as **Attachment A** of the agenda report.
3. Notes that the ground lease will include the requirement that the changing rooms are made available to the winter sports code using the ground.
4. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Emma Norrish/Simon Britten

Carried

## 12. Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund - Application Richmond Community Garden Trust

**Community Board Resolved PCBCC/2024/00075 Officer Recommendations accepted without change**

### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund -Application Richmond Community Garden Trust report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$15,000 from its 2024-25 Discretionary Response Fund to Richmond Community Garden Trust towards the Riverlution Café.

Sunita Gautam/Pauline Cotter

Carried

### 13. Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Canterbury Westland Kindergarten Assn (Kidsfirst) - Cotswold Ave for Outdoor Physical Play Equipment

**Community Board Resolved PCBCC/2024/00076 Officer Recommendations accepted without change**

#### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Canterbury Westland Kindergarten Assn (Kidsfirst) - Cotswold Ave for Outdoor Physical Play Equipment report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves a grant of \$1,500 from its 2024-24 Discretionary Response Fund to Canterbury Westland Kindergarten Assn (Kidsfirst) – Cotswold Ave towards the Outdoor Physical Play Equipment.

Sunita Gautam/Ali Jones

Carried

### 14. Waipapa Papanui-Innes-Central Summer with your Neighbours 2024-25

**Community Board Resolved PCBCC/2024/00077 Officer Recommendations accepted without change**

#### Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central Summer with your Neighbours 2024-25 Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Allocate its 2024-25 Summer with your Neighbours as follows:

	Applicant	Activity	No. attending	Board allocation
1	Nick Becker	Block Pizza Party	40	\$100
2	Shane and Catherine Blummont	Coffee and Cake	8	\$20
3	Libby Brazier	Family afternoon at local park	250	\$200
4	Barry Brooker	Community BBQ	80	\$200
5	Jodie Cameron	Christmas Family Celebration	150	\$200
6	Rachel Crawford	We are Richmond – Community BBQ and planting	80	\$200

7	Rachel Crawford	Neighbourhood BBQ	40	\$100
8	Lisa Cummins	Annual Social BBQ Lunch	20	\$50
9	Maureen Donovan	Christmas BBQ	70	\$175
10	Anna Dowling	Street BBQ	40	\$100
11	Janine Hansen	Tea & Croquet	60	\$150
12	Mark Henshaw	Street BBQ	80	\$200
13	Morgane Honore	End of Year Christmas celebration	100	\$200
14	Margaret Johns	Neighbourhood get together	50	\$125
15	Carolyn Jones	Annual Street BBQ	56	\$140
16	Anneke Kamo	Pre-Christmas Gathering	30	\$75
17	Max Lucas	Christmas BBQ	120	\$200
18	Gina Lyall	BBQ Lunch	30	\$75
19	Steven Muir	Neighbourhood Picnic	30	\$75
20	Janita Patrick	Community BBQ	30	\$75
21	Ann Powley	Community BBQ Dinner	100	\$200
22	Tony Ralfe	Neighbourhood BBQ	30	\$75
23	Christine Rankin	BBQ Dinner	13	\$33
24	Jean Scott	Community gathering & BBQ	80	\$200
25	Kristine Spoor	Teddy Bear's Picnic for pre-schoolers	100	\$200
26	Elizabeth van Til	Community Carols and sausage sizzle	200	\$200
27	Graham Wagener	Block Party Sausage Sizzle	40	\$100
28	Sarah Watson	Neighbourhood BBQ	25	\$63
			<b>Total</b>	<b>\$3,731</b>

4. Notes that the granted funds are to be used towards food items, non-alcoholic drinks or invitation/advertising costs only.
5. Transfer any unallocated funds from the Waipapa Papanui-Innes-Central 2024-25 Summer with your Neighbours to the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund.
6. Return any funding that is unclaimed by the successful applicants from the Waipapa Papanui-Innes-Central 2024-25 Summer with your Neighbours back to the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund.

Ali Jones/John Miller

**Carried**

## 15. Waipapa Papanui-Innes-Central Community Board Area Report - September 2024

**Community Board Resolved PCBCC/2024/00078 Officer Recommendation accepted  
without change**

### Part B

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the Waipapa Papanui-Innes-Central Community Board Area Report for September 2024.

Sunita Gautam/John Miller

Carried

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

### Part B

Board members exchanged information on their activities, including in relation to:

- Board Chairs' Forum
- Members' attendance at the recent LGNZ Community Boards Conference, SuperLocal 24
- Upcoming multicultural event at Te Pae Christchurch Convention Centre, Ramzat 2024
- Community Service Awards, which members are progressively presenting to recipients at their places of volunteering in front of their peers to recognise their service
- St Albans Residents Association AGM

## Karakia Whakamutunga

**Meeting concluded at 5pm.**

**CONFIRMED THIS 10<sup>th</sup> DAY OF OCTOBER 2024**

**EMMA NORRISH  
CHAIRPERSON**

7. Briefings

Reference Te Tohutoro: 24/1537204

Responsible Officer(s) Te Pou Matua: Mark Saunders, Kaitohutohu Hāpori – Community Board Advisor

Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Report Te Pūtake Pūrongo

The Board will be briefed on the following:

Subject	Presenter(s)	Unit/Organisation
Customer Service Hybris Tickets Reports	Bridget Latimer, Manager Operational Process & Insights	Customer Services
Police Update	Snr Sergeant Roy Appley	NZ Police

2. Staff Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

- 1. Notes the information supplied during the Briefings.

Attachments Ngā Tāpirihanga

There are no attachments to this report.



## 8. Somme Street - Proposed P3 Parking Restrictions

Reference Te Tohutoro: 24/1365607

Responsible Officer(s) Te Pou Matua: Sally-Ann Marshall, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider the approval of P3 time restricted parking adjacent to the St Albans Catholic School walkway access on Somme Street.
- 1.2 This report has been written in response to a request from St Albans Catholic School to provide more P3 time restricted spaces on Somme Street to improve safety for pedestrians, mainly school children, when getting to and from school.
- 1.3 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 1.4 The community engagement and consultation outlined in this report reflect the assessment.
- 1.5 The recommended option is to provide two P3 time restricted parking spaces in accordance with **Attachment A**.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Somme Street - Proposed P3 Parking Restrictions Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. 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 4 below.
4. Approves that in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the parking of vehicles be restricted to a maximum period of 3 minutes on the eastern side of Somme Street, commencing at a point 59 metres south-east of its intersection with Hawkesbury Avenue and extending in a south-easterly direction for a distance of 13 metres as shown on **Attachment A**. This restriction is to apply on School Days Only, between the hours of 8:30am to 9:30am and 2:30pm to 3:30pm.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Road safety concerns have been raised by St Albans Catholic School. These mainly relate to parking provision and the Papanui Parallel Cycleway which runs along Rutland Street where

the school main entrance is located. The cycleway reduced the number of car parks available for school drop-off and pick-up, adding to congestion at these times. The school also note that parents and children are sometimes finding it difficult to cross the cycleway.

- 3.2 To assist in addressing these issues, St Albans Catholic School have requested that we provide a further two P3 time restricted spaces adjacent to their walkway access on Somme Street. The provision of these time restricted spaces on Somme Street will help to reduce congestion at the school frontage on Rutland Street and benefit pedestrian safety by enabling pick-up and drop-offs on the school side of the road. It will also generally improve the parking situation around the school.
- 3.3 The recommendations in this report will help to achieve the desired community outcome of a well-connected and accessible city through improved road safety.
- 3.4 Options within this report have been assessed against relevant industry-standard design guidance including the sight distance requirements.

#### 4. Background/Context Te Horopaki

- 4.1 St Albans Catholic School have two access points: their main frontage on Rutland Street and a pedestrian walkway on the other side of the property onto Somme Street.
- 4.2 Rutland Street is classified as a Collector Road in the Council's Road Classification System. These are roads that distribute and collect local traffic between neighbourhood areas and the arterial road network. They link to the arterial road network and act as local spine roads, and form part of a local bus route.
- 4.3 Somme Street is classified as a Local Road. These roads function almost entirely for access purposes and are not intended to act as through routes.
- 4.4 The Papanui Parallel cycleway runs along Rutland Street and is a separated cycleway that is located between the footpath and carriageway. The cycleway reduced the number of car parks available for school drop-off and pick-up at the school frontage adding to congestion at these times. The school also note that parents and children are sometimes finding it difficult to cross the cycleway.
- 4.5 In 2022, the school requested that we provide a drop-off and pick-up parking zone. Somme Street was considered the appropriate place to locate this as it is a quieter, local street with less pressure on the existing parking. Prior to this there had been no dedicated drop-off/pick-up point. Seven P3 time-restricted spaces were therefore approved by the Waimāero Fendalton-Waimari-Harewood Community Board in April 2022. The location of these spaces is shown on **Attachment A**.
- 4.6 In June 2024, staff met with St Albans Catholic School to discuss further safety concerns they have relating to their pupils getting to and from school. One of the points raised during this visit was that the school are still experiencing the issues raised in 4.4. They have therefore requested that we provide a further two time-restricted spaces adjacent to their access on Somme Street. The P3 time restriction will apply between 8.30am to 9.30am and 2.30pm to 3.30pm, on school days only. These spaces will then be available for residents for unrestricted parking outside of these hours.
- 4.7 Policy 1 of the Christchurch Suburban Car Parking Policy details how suburban road space is to be prioritised. Table 1 of this policy provides a road priority matrix and is provided in **Attachment B** of this report.

This policy describes that certain kerb side road space will be prioritised over others, depending on whether it is a residential, commercial or other areas.

The area around St Albans Catholic School is a residential area. The proposal aims to provide a safer space for parents to drop off their children; as per Policy 1, Safety is given first priority in residential areas.

- 4.8 Several units have been constructed on the plot to the south of the school walkway access onto Somme Street. This could be expected to have increased the number of vehicles parking in the immediate vicinity. Staff have not received any complaints relating to lack of parking however, and there have been available spaces in the slightly wider area available when staff have visited the site. As the time restrictions apply between 8.30am to 9.30am and 2.30pm to 3.30pm, on school days only, we do not expect the proposals to have a significant impact on available parking for residents.
- 4.9 There have been no reported crashes at this location in the last five years. However, this proposal aims to reduce the risk of there being an incident outside the school.
- 4.10 Approval is required by the Waipapa Papanui-Innes-Central Community Board.
- 4.11 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.12 The following reasonably practicable options were considered and are assessed in this report:
- 4.12.1 Install P3 time restricted parking as shown on **Attachment A**.
- 4.12.2 Do nothing.

### Options Descriptions Ngā Kōwhiringa

- 4.13 **Preferred Option:** Install P3 time restricted parking.
- 4.13.1 **Option Description:** Install two additional P3 time restricted parking spaces adjacent to the St Albans Catholic School access onto Somme Street as shown on **Attachment A**.
- 4.13.2 **Option Advantages**
- Addresses the request from the school to provide more dedicated pick-up and drop-off parking for parents during school hours.
- 4.13.3 **Option Disadvantages**
- Removes two unrestricted on-street parking spaces on Somme Street.
- 4.14 Do nothing.
- 4.14.1 **Option Description:** maintain the status quo.
- 4.14.2 **Option Advantages**
- Retains two unrestricted on-street parking spaces on Somme Street.
- 4.14.3 **Option Disadvantages**
- Does not address the request from the school to provide more dedicated pick-up and drop-off parking for parents during school hours.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

	Option 2 - Recommended Option	Option 2 – Do nothing
Cost to investigate and consult, and write report	\$1,500	\$1,500
Cost to Implement	\$150	\$0
Maintenance/Ongoing Costs	Covered by existing maintenance contract	\$0
Funding Source	Traffic Operations team traffic signs and markings budget	n/a

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 Not applicable.

### Legal Considerations Ngā Hīraunga ā-Ture

- 6.1.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.
- 6.1.2 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 and traffic control devices.
- 6.1.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

6.2 Other Legal Implications:

- 6.2.1 There is no other legal context, issue, or implication relevant to this decision.
- 6.2.2 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 this report.

### Strategy and Policy Considerations Te Whai Kaupapa here

6.3 The required decision:

- 6.3.1 Aligns with the [Christchurch City Council's Strategic Framework](#).
- 6.3.2 The recommendations in the report are consistent with Councils Suburban Parking Policy.
- 6.3.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level impact and number of people affected by the recommended proposal.

6.4 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.5 Transport

6.5.1 Activity: Transport

- Level of Service: 10.3.3 Maintain customer satisfaction with the ease of use of Council on-street parking facilities - >=50%

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.6 The request for additional parking restrictions was initiated by the Principal of St Albans Catholic School.
- 6.7 The preferred option plan was sent to the residents and owners of the two properties directly affected by the proposals.
- 6.8 We did not receive any response from the four residents and property owners contacted.
- 6.9 The Team Leader Parking Compliance supports the preferred option.
- 6.10 The decision affects the following wards/Community Board areas:
- Waipapa Papanui-Innes-Central.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.11 The decision does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.12 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.



Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.13 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.14 This is a minor proposal that is principally intended to address safety concerns at this location. Due to the minor nature of the works, it is not intended to have any impact on climate change.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved, staff will arrange for the existing sign to be relocated and road markings to be installed.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Attachment A - St Albans Catholic School, Proposed Parking Restrictions	24/1501278	23
B 	Attachment B - Policy 1 Suburban Parking Policy	24/1402537	24

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

Document Name - Location / File Link
Not applicable



Signatories Ngā Kaiwaitohu

Author	Sally-Ann Marshall - Traffic Engineer
Approved By	Katie Smith - Team Leader Traffic Operations Stephen Wright - Manager Operations (Transport)



Christchurch  
City Council

St Albans Catholic School  
Proposed Parking Restrictions  
For Board Approval

Original Plan Size: A4  
Drawn: VMI Issue 1 27/08/2024  
Designed: SM Drawing: TG148363  
Approved: LB Project:

## Attachment B - Christchurch Suburban Parking Policy Policy 1

# The Policy

## Policy 1: Prioritise suburban road space according to the table below.

Council has had a policy of prioritising kerb side road space for many years. It is proposed that this will continue in a more consolidated form. Road space will be prioritised in the following order and in the following areas:

	Commercial Areas	Residential Areas	Other Areas (such as Industrial)
1st priority	Safety	Safety	Safety
2nd priority*	Movement and Amenity	Movement and Amenity	Movement and Amenity
3rd priority	Mobility Parking	Mobility Parking	Mobility Parking
4th priority	Bus stops/ Cycle parks/Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Bus Stops	Bus stops/ Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)
5th priority	Taxi Ranks (special passenger vehicle stands)	Residents Parking	Short Stay Parking
6th priority	Loading Zones	Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Residents Parking
7th priority	Short Stay Parking	Short Stay Parking	Commuter Parking
8th priority	Residents Parking	Commuter Parking	
9th priority	Commuter Parking		

**Table 1: Road priority matrix**

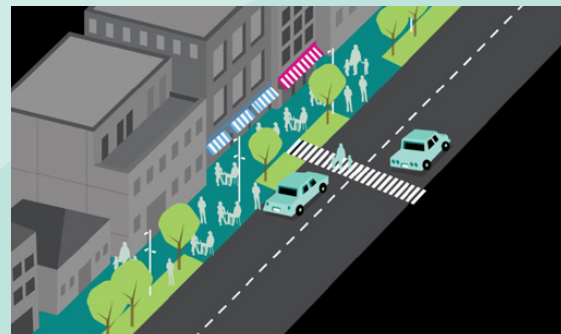
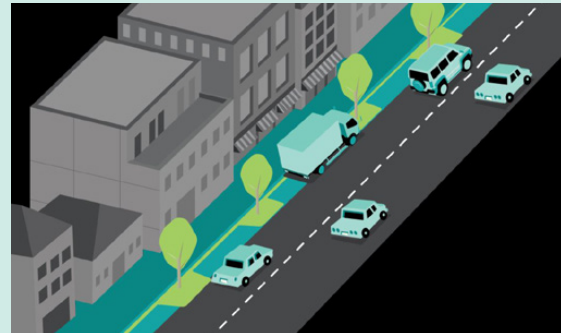
This policy means that certain kerb side road space will be prioritised over others, depending on whether it is a residential, commercial, or other area.

\* The 2nd priority movement and amenity will be provided in accordance with the Road Use Hierarchy (refer to Appendix 3). This means that:

- vehicle movement will take priority over amenity on streets that are key transport corridors;

- movement for buses will take priority on core bus routes;
- movement for cycles will take priority on major cycle routes;
- movement for pedestrians will take priority in areas with high pedestrian footfall;
- movement for freight will take priority on the strategic freight routes; and
- movement of traffic will take priority on the strategic traffic routes.

(Note: movement includes wider footpaths, cycle lanes, bus lanes, and traffic lanes. Amenity includes landscaping and street furniture.)





## 9. Vagues Road - Proposed P120 Parking Restrictions

Reference Te Tohutoro: 24/1407932

Responsible Officer(s) Te Pou Matua: Sally-Ann Marshall, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider the approval of time restricted parking on Vagues Road.
- 1.2 This report has been written in response to a request from St Joseph's Catholic School to investigate measures to help improve road safety for pedestrians, mainly school children, when getting to and from school.
- 1.3 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 1.4 The community engagement and consultation outlined in this report reflect the assessment.
- 1.5 The recommended option is to provide time restricted parking spaces as shown on **Attachment A**.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Vagues Road - Proposed P120 Parking Restrictions Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. 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 resolutions 4 to 8 below.
4. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the stopping of vehicles is prohibited at all times on the northern side of Vagues Road commencing at its intersection with Main North Road, and extending in a north-westerly direction for a distance of 20.5 metres.
5. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to a maximum period of 120 minutes on the northern side of Vagues Road, commencing at a point 20.5 metres north-west of its intersection with Main North Road and extending in a north-westerly direction for a distance of 40 metres as shown on **Attachment A**. This restriction is to apply on School Days Only between the hours of 8.00am to 4.00pm.
6. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to a maximum period of 3 minutes on the northern side of Vagues Road, commencing at a point 71.5 metres north-west of its intersection with Main North Road and extending in a north-westerly direction for a distance

of 45 metres as shown on **Attachment A**. This restriction is to apply on School Days Only between the hours of 8.00am to 9.00am and 2.30pm to 3.30pm.

7. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the stopping of vehicles is prohibited at all times on the northern side of Vagues Road commencing at a point 116.5 metres north-west of its intersection with Main North Road and extending in a north-westerly direction for a distance of 42 metres as shown on **Attachment A**.
8. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to a maximum period of 120 minutes on the northern side of Vagues Road, commencing at a point 158.5 metres north-west of its intersection with Main North Road and extending in a north-westerly direction for a distance of 278 metres as shown on **Attachment A**. This restriction is to apply on School Days Only between the hours of 8.00am to 4.00pm.
9. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 The neighbourhood has seen significant commercial development over the past ten months. Marian College opened at the end of 2023 on the site behind St Joseph's Catholic School. Pak'n'Save Papanui, on the corner of Northcote Road and Main North Road, also opened in March 2024. These developments have resulted in an increase in traffic numbers travelling to and from the area.
- 3.2 Road safety concerns have been raised by St Joseph's Catholic School. Vagues Road has predominantly unrestricted parking and, due to the proximity of the developments noted above, is attractive for all-day parking. This is causing issues at pick-up and drop-off times due to the lack of parking options for parents.
- 3.3 St Joseph's Catholic School have requested that we investigate measures to assist in addressing these issues. Our recommended option is to provide P120 time restricted parking on one side of Vagues Road between Main North Road and Nyoli Street, which includes the school's frontage.
- 3.4 The provision of P120 parking restrictions will help deter all-day parking in this location, providing more space for parents at pick-up and drop-off time. This in turn should reduce congestion at the school frontage as well as generally improving the parking situation around the school.
- 3.5 The recommendations in this report will help to achieve the desired community outcome of a well-connected and accessible city through improved road safety.
- 3.6 Options within this report have been assessed against relevant industry-standard design guidance including the sight distance requirements.

### 4. Background/Context Te Horopaki

- 4.1 Vagues Road is classified as a Local Road, these roads function almost entirely for access purposes and are not intended to act as through routes.



- 4.2 Vagues Road is a two-way street and approximately 13.5 metres wide. Parking is unrestricted apart from eight existing P3 (between 8.00am to 9.00pm and 2.30pm to 3.30pm) spaces located east of the school entrance.
- 4.3 St Joseph's Catholic School has approximately 440 students. The school's access is off Vagues Road and this is the main pick-up and drop-off location.
- 4.4 Parking occupancy demand has recently increased here due to developments in the area as noted in 3.1.
- 4.5 Marian College is located directly to the north of St Joseph's Catholic School. The school has an agreement with the college to allow access through the school grounds for college pupils to access Vagues Road. It is pupils from Marian College that have primarily been observed parking along Vagues Road during school hours.
- 4.6 In June 2024, staff met with St Joseph's Catholic School to discuss road safety concerns. One of the points raised was that the school are experiencing considerable congestion at pick-up and drop-off times due to the lack of alternative parking options for parents.
- 4.7 The existing P3 is not being used properly with parents tending to sit and wait in these spaces, particularly in the afternoon for pick-ups.
- 4.8 As the other parking spaces in this location are currently unrestricted there is rarely opportunity for parking beyond the existing P3's, and vehicles have been observed stopping in the carriageway near the school entrance. This is a road safety issue and worsens congestion. Double parking is prohibited as per Section 6.11 of the Land Transport (Road User) Rule 2004.
- 4.9 Staff at the school have been proactive in trying to manage the behaviour discussed in 4.7 and 4.8. They have staff out at the kea crossing at pick-up and drop-off times, have used cones and have used written communications. With the number of pupils however they have stressed there is only so much they can do.
- 4.10 Increasing the turnover of available unrestricted spaces should enable parents to stop in a safe location and reduce the chance of double parking. This in turn will help to relieve congestion at drop-off and pick-up times.
- 4.11 Policy 1 of the Christchurch Suburban Car Parking Policy details how suburban road space is to be prioritised. Table 1 of this policy provides a road priority matrix and is provided in **Attachment B** of this report.

This policy describes that certain kerb side road space will be prioritised over others, depending on whether it is residential, commercial or other areas.

The area around St Joseph's Catholic School is residential. The proposal aims to assist with providing a safer space for parents to drop-off and pick-up their children; as per Policy 1, Safety is given first priority in residential areas.
- 4.12 Several units are currently under construction on two land parcels that front where we are proposing to install P120 parking. This is expected to increase the number of vehicles parking in the immediate vicinity.

Parking spaces were available in the slightly wider area available when staff have visited the site. We are proposing that the timed parking restrictions be enforceable between 8am and 4pm, and further restricted to "School Days Only". These spaces will therefore be available for unrestricted parking between 2pm and 10am when considering the allowable two hours, on weekends and on public/school holidays.

We therefore do not expect the proposals to have a significant impact on available parking for these future residents.

- 4.13 There has been one reported crash at this location in the last five years. This was classified as minor and not related to congestion caused by school traffic, the incident being caused by a driver pulling out of their driveway without checking both ways. However, this proposal aims to reduce the risk of there being an incident outside the school.
- 4.14 Approval is required by the Waipapa Papanui-Innes-Central Community Board.
- 4.15 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.16 The following reasonably practicable options were considered and are assessed in this report:
  - 4.16.1 Install P120 time restricted parking as shown on **Attachment A**.
  - 4.16.2 Do nothing.
- 4.17 The following options were initially considered but have been ruled out:
  - 4.17.1 Provide more P3 restricted parking spaces
    - This option was ruled out as the current P3 spaces are not being used properly with parents tending to sit and wait in these spaces, particularly in the afternoon for pick-ups.
  - 4.17.2 Provide standard P120 restricted parking spaces
    - As the issues are during school hours, staff consider that restricting the spaces to school days only to be appropriate in this situation.

### Options Descriptions Ngā Kōwhiringa

- 4.18 **Preferred Option:** Install P120 time restricted parking.
  - 4.18.1 **Option Description:** Install P120 time restricted parking on one side of Vagues Road between Main North Road and Nyoli Street as shown on **Attachment A**.
  - 4.18.2 **Option Advantages**
    - Addresses the request from the school to relieve congestion at pick-up and drop-off times due to the lack of alternative parking options for parents.
  - 4.18.3 **Option Disadvantages**
    - Removes 25 unrestricted on-street parking spaces on Vagues Road.
- 4.19 Do nothing.
  - 4.19.1 **Option Description:** maintain the status quo.
  - 4.19.2 **Option Advantages**
    - Retains 25 unrestricted on-street parking spaces on Vagues Road.
  - 4.19.3 **Option Disadvantages**
    - Does not address the request from the school to assist to relieve congestion at pick-up and drop-off times due to the lack of alternative parking options for parents.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

	Option 1 - Recommended Option	Option 2 – Do nothing
Cost to investigate and consult, and write report	\$1,500	\$1,500
Cost to Implement	\$1,500	\$0
Maintenance/Ongoing Costs	Covered by existing maintenance contract	\$0
Funding Source	Traffic Operations team traffic signs and markings budget	n/a

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 Not applicable.

### Legal Considerations Ngā Hīraunga ā-Ture

6.1.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.1.2 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 and traffic control devices.

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

6.2 Other Legal Implications:

6.2.1 There is no other legal context, issue, or implication relevant to this decision.

6.2.2 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 this report.

### Strategy and Policy Considerations Te Whai Kaupapa here

6.3 The required decision:

6.3.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.3.2 The recommendations in the report are consistent with Councils Suburban Parking Policy.

6.3.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level impact and number of people affected by the recommended proposal.

6.4 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.5 Transport

6.5.1 Activity: Transport

- Level of Service: 10.3.3 Maintain customer satisfaction with the ease of use of Council on-street parking facilities - >=50%

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.6 The request for additional parking restrictions was initiated by the Principal of St Joseph's Catholic School.
- 6.7 The preferred option plan was sent to 52 residents, businesses and property owners directly affected by the proposals.
- 6.8 We received four responses: one in general support, one stating they were not affected by the proposals and two against (these two were both residents at the same property).
- 6.9 General comments were:
- 6.9.1 One submitter has observed parking issues at school drop-off and pick-up times.
- 6.9.2 One submitter stated that they thought the P120 time limit would be ineffective as parents park for much shorter times than this. The rationale behind the proposal is to deter all day parking near to the school and increase turnover of these spaces, not that parents would park here for 120 minutes.
- 6.9.3 Three submitters stated that we should investigate measures to deter speeding, such as speed humps.
- Traffic calming measures such as speed humps are not specifically funded in the Council's Long Term Plan. The Minor Road Safety and Minor Safety Interventions programme budgets could potentially be used to fund traffic calming projects if there is a clearly defined road safety issue and/or crash history that needs to be addressed. However, most requests for traffic calming often fall short when compared and prioritised against other projects that also need to be funded from these programme budgets. Vagues Road is currently ranked as a low-risk location. We do not want to wait for crashes to happen before taking action, however due to the limited available funding, locations with an historically higher number of injury crashes or higher crash risk are prioritised.
- 6.10 The Team Leader Parking Compliance supports the preferred option.
- 6.11 The decision affects the following wards/Community Board areas:
- Waipapa Papanui-Innes-Central.

### Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.12 The decisions do not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.13 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.





### Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.14 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.15 This is a minor proposal that is principally intended to address safety concerns at this location. Due to the minor nature of the works, it is not intended to have any impact on climate change.

7. Next Steps Ngā Mahinga ā-muri

7.1 If approved, staff will arrange for new signs and road markings to be installed.

Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Vagues Road, Proposed P120 Parking Restrictions	24/1554080	32
B  	Suburban Parking Policy, Table 1	24/1436600	33

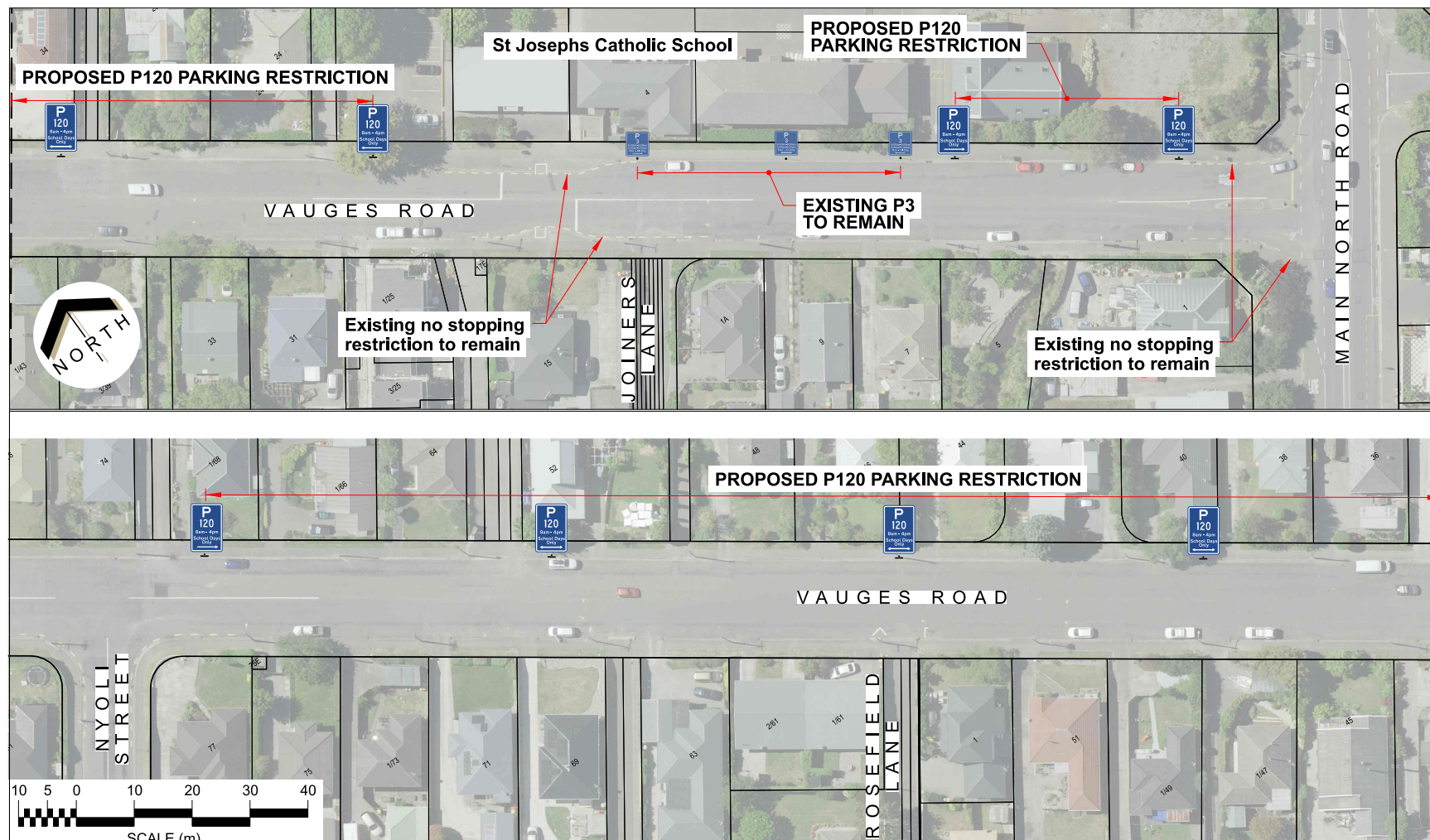
In addition to the attached documents, the following background information is available:

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Sally-Ann Marshall - Traffic Engineer
Approved By	Katie Smith - Team Leader Traffic Operations Stephen Wright - Manager Operations (Transport)

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Christchurch  
City Council

Vagues Road - St Josephs Catholic School  
Proposed Parking Restrictions  
For Board Approval

Original Plan Size: A4  
Drawn: MJR Issue 2 03/09/2024  
Designed: SAM Drawing: TG148373  
Approved: GD Project: RPS845



## Attachment B - Christchurch Suburban Parking Policy Policy 1

# The Policy

## Policy 1: Prioritise suburban road space according to the table below.

Council has had a policy of prioritising kerb side road space for many years. It is proposed that this will continue in a more consolidated form. Road space will be prioritised in the following order and in the following areas:

	Commercial Areas	Residential Areas	Other Areas (such as Industrial)
1st priority	Safety	Safety	Safety
2nd priority*	Movement and Amenity	Movement and Amenity	Movement and Amenity
3rd priority	Mobility Parking	Mobility Parking	Mobility Parking
4th priority	Bus stops/ Cycle parks/Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Bus Stops	Bus stops/ Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)
5th priority	Taxi Ranks (special passenger vehicle stands)	Residents Parking	Short Stay Parking
6th priority	Loading Zones	Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Residents Parking
7th priority	Short Stay Parking	Short Stay Parking	Commuter Parking
8th priority	Residents Parking	Commuter Parking	
9th priority	Commuter Parking		

**Table 1: Road priority matrix**

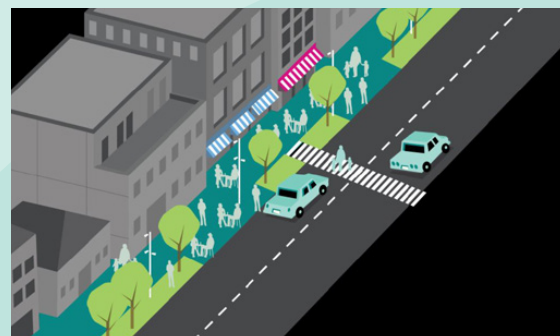
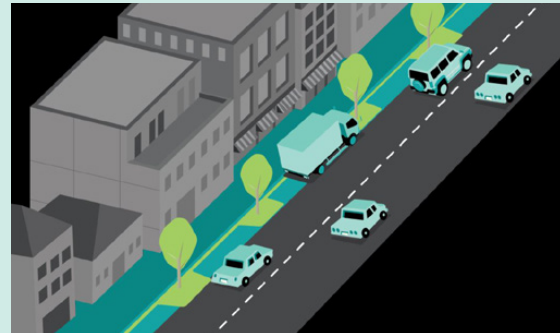
This policy means that certain kerb side road space will be prioritised over others, depending on whether it is a residential, commercial, or other area.

\* The 2nd priority movement and amenity will be provided in accordance with the Road Use Hierarchy (refer to Appendix 3). This means that:

- vehicle movement will take priority over amenity on streets that are key transport corridors;

- movement for buses will take priority on core bus routes;
- movement for cycles will take priority on major cycle routes;
- movement for pedestrians will take priority in areas with high pedestrian footfall;
- movement for freight will take priority on the strategic freight routes; and
- movement of traffic will take priority on the strategic traffic routes.

(Note: movement includes wider footpaths, cycle lanes, bus lanes, and traffic lanes. Amenity includes landscaping and street furniture.)



## 10. St Asaph Street, Fitzgerald Avenue to Phillips Street - Proposed Parking Restrictions

Reference Te Tohutoro: 24/1407952

Responsible Officer(s) Te Pou Matua: Sally-Ann Marshall, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider approval of time restricted parking for three car parks on St Asaph Street.
- 1.2 The report has been written in response to a request from a business for short term parking to be provided outside their business for customers and visitors.
- 1.3 The community engagement and consultation outlined in this report reflect the assessment.
- 1.4 The recommended option is to provide three time restricted parking spaces in accordance with **Attachment A**.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the St Asaph Street, Fitzgerald Avenue to Phillips Street - Proposed Parking Restrictions Report.
2. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. 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 4 and 5 below.
4. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to a maximum period of 120 minutes on the south side of St Asaph Street, commencing at a point 196 metres east of its intersection with Fitzgerald Avenue and extending in an easterly direction for a distance of 11 metres as shown on **Attachment A**, plan TG148352 Issue 2 dated 28/08/2024.
5. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, the parking of vehicles be restricted to a maximum period of 30 minutes on the south side of St Asaph Street, commencing at a point 219 metres east of its intersection with Fitzgerald Avenue and extending in an easterly direction for a distance of 5.5 metres as shown on **Attachment A**, plan TG148352 Issue 2 dated 28/08/2024. This restriction is to apply At All Times.
6. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are in place (or removed in the case of revocations).



### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 A local business has requested timed parking restrictions be installed across three car parks on St Asaph Street. This is to encourage turnover and provide space for both customers and business delivery vehicles to park for short periods throughout the day.
- 3.2 Due to the high parking demands in this area these spaces are often occupied by long term parking.
- 3.3 The recommended option is to install one P30 and two P120 time restricted parking spaces as shown on **Attachment A**.
- 3.4 The recommendations in this report will help to achieve the desired community outcome of a well-connected and accessible city through improved road safety.

### 4. Background/Context Te Horopaki

- 4.1 Council received a request from the Funeral Directors Lamb, Bell and Trotter to provide time restricted parking adjacent to their property on St. Asaph Street. Currently the parking here is unrestricted.
- 4.2 This section of St Asaph Street is between Fitzgerald Avenue and Phillips Street. It is classified as a Local Road in Council's roading hierarchy. These roads function almost entirely for access purposes and are not intended to act as through routes for motor vehicles.
- 4.3 St Asaph Street between Fitzgerald Avenue and Phillips Street is a two-way street with space for parking in both directions. It is a solely commercial area with no residential properties located here.
- 4.4 Currently the parking on the north side of the street is unrestricted. On the south side there are three existing loading zones and a bus stop.
- 4.5 There is a high parking demand in this area predominantly associated with staff parking for local businesses.
- 4.6 Policy 2 of the Christchurch Suburban Parking Policy states that where occupancy of on-street parking regularly exceeds 75% at peak times, Council will look to apply time restrictions to sections of the street (approximately 25% - 50%). Typically, P120 time restrictions will be applied in residential streets around commercial centres, industrial areas, office parks and larger activities such as universities.

For reference, the Council Parking Policies can be found here: [Christchurch Suburban Parking Policies: Christchurch City Council \(ccc.govt.nz\)](https://ccc.govt.nz/parking-policies).

- 4.7 Our preferred option is to provide one P30 At All Times and two P120 time restricted spaces directly outside the business that initiated the request. Staff have visited the site on several occasions to confirm the occupancy of spaces complies with the parking policy criteria as noted in section 4.6.
- 4.8 As this section of St Asaph Street meets the requirements of the Suburban Parking Policy for consideration of timed parking restrictions, and to consider the block holistically, staff consulted with all the businesses and property owners located on this section of St Asaph Street. The aim of this was to identify if the wider business community wanted the parking restrictions reviewing.
- 4.9 An initial proposal for timed parking restrictions to be installed along the south side of St Asaph Street was developed and sent out to affected businesses. The original consultation plan is shown on **Attachment B**.

- 4.10 The general consultation feedback was strongly against these initial proposals with the majority wanting the existing parking layout to remain. We therefore amended the proposals in response to this feedback to account for this. The consultation feedback is discussed further in the Community Impacts and Views section of this report.
- 4.11 The recommended option is to install one P30 and two P120 time restricted parking spaces as shown on **Attachment A**. The proposed time restricted spaces are directly adjacent to the business frontage that requested them.
- 4.12 Approval is required by the Waipapa Papanui-Innes-Central Community Board.
- 4.13 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.14 The following reasonably practicable options were considered and are assessed in this report:
  - 4.14.1 Install one P30 At Any Time and two P120 time restricted parking spaces as shown on **Attachment A**.
  - 4.14.2 Install timed parking restrictions along the south side of St Asaph Street, as shown on **Attachment B**
  - 4.14.3 Do nothing.

### Options Descriptions Ngā Kōwhiringa

- 4.15 **Preferred Option:** Install one P30 At Any Time and two P120 time restricted parking
  - 4.15.1 **Option Description:** Install one P30 At Any Time and two P120 time restricted parking as shown on **Attachment A**.
  - 4.15.2 **Option Advantages**
    - Addresses the request from a local business to time restrict the parking spaces adjacent to their premises. This will encourage turnover and provide space for both customers and business delivery vehicles to park for short periods throughout the day.
  - 4.15.3 **Option Disadvantages**
    - Removes three unrestricted on-street parking spaces on St Asaph Street.
- 4.16 **Alternative Option:** Install timed parking restrictions along the south side of St Asaph Street
  - 4.16.1 **Option Description:** Install timed parking restrictions along the south side of St Asaph Street between Fitzgerald Avenue and Philips Street, as shown on **Attachment B**.
  - 4.16.2 **Option Advantages**
    - Consistent with Councils Suburban Parking Policy
  - 4.16.3 **Option Disadvantages**
    - Does not consider the consultation feedback that the majority of businesses in the area want the parking situation to remain as it is.
- 4.17 **Do nothing**
  - 4.17.1 **Option Description:** maintain the status quo.

4.17.2 **Option Advantages**

- Retains three unrestricted on-street parking spaces on St Asaph Street.

4.17.3 **Option Disadvantages**

- Does not address the request from a local business to time restrict the parking spaces adjacent to their business.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

	Option 1 - Recommended Option	Option 2 – Install Restrictions on South Side	Option 3 – Do nothing
Cost to investigate and consult, and write report	\$1,500	\$1,500	\$1,500
Cost to Implement	\$1,200	\$3,500	\$0
Maintenance/Ongoing Costs	Covered by existing maintenance contract	Covered by existing maintenance contract	\$0
Funding Source	Traffic Operations team traffic signs and markings budget	Traffic Operations team traffic signs and markings budget	N/A

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 Not applicable.

### Legal Considerations Ngā Hīraunga ā-Ture

6.1.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.1.2 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 and traffic control devices.

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

6.2 Other Legal Implications:

6.2.1 There is no other legal context, issue, or implication relevant to this decision.

6.2.2 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 this report.

### Strategy and Policy Considerations Te Whai Kaupapa here

6.3 The required decision:

6.3.1 Aligns with the [Christchurch City Council's Strategic Framework](#).

6.3.2 The recommendations in the report are consistent with Councils Suburban Parking Policy.

6.3.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level impact and number of people affected by the recommended proposal.

6.4 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):

6.5 Transport

6.5.1 Activity: Transport

- Level of Service: 10.3.3 Maintain customer satisfaction with the ease of use of Council on-street parking facilities - >=50%

### Community Impacts and Views Ngā Mariu ā-Hāpori

6.6 The initial request for Staff to investigate timed parking restrictions was initiated by a local business.

6.7 The initial proposal was sent to all the business and property owners on the section of St Asaph Street between Fitzgerald Avenue and Phillips Street.

6.8 We received twelve responses to the initial proposal; four in support and eight strongly opposed.

6.9 Key points from those in support:

- one was the business that made the initial request
- one was also happy for the current situation to remain
- one was generally supportive but questioned how effective they would be without regular enforcement
- one wanted parking restrictions on both sides of the street

6.10 Key points from those strongly opposed:

- All stated it would affect where their employees would park
- Two stated that their customers would require longer than two hours – these were car repair businesses
- Three stated that moving the loading zone would not benefit them or their staff and they wanted the parking adjacent to their business to remain as it currently is

6.11 The recommended option is therefore to provide the two P120 and one P30 At Any Time restricted parking spaces as shown on **Attachment A**.

6.12 All submitters were sent the recommended option. We have received three responses to this, all in support.

6.13 The Team Leader Parking Compliance supports the preferred option.

6.14 The decision affects the following wards/Community Board areas:

- Waipapa Papanui-Innes-Central.

### Impact on Mana Whenua Ngā Whāi Take Mana Whenua

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

- 6.16 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.





Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.17 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.
- 6.18 This is a minor proposal that is principally intended to address parking space availability in this location. Due to the minor nature of the works, it is not intended to have any impact on climate change.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved, staff will arrange for new signs and road markings to be installed.

Attachments Ngā Tāpirihanga

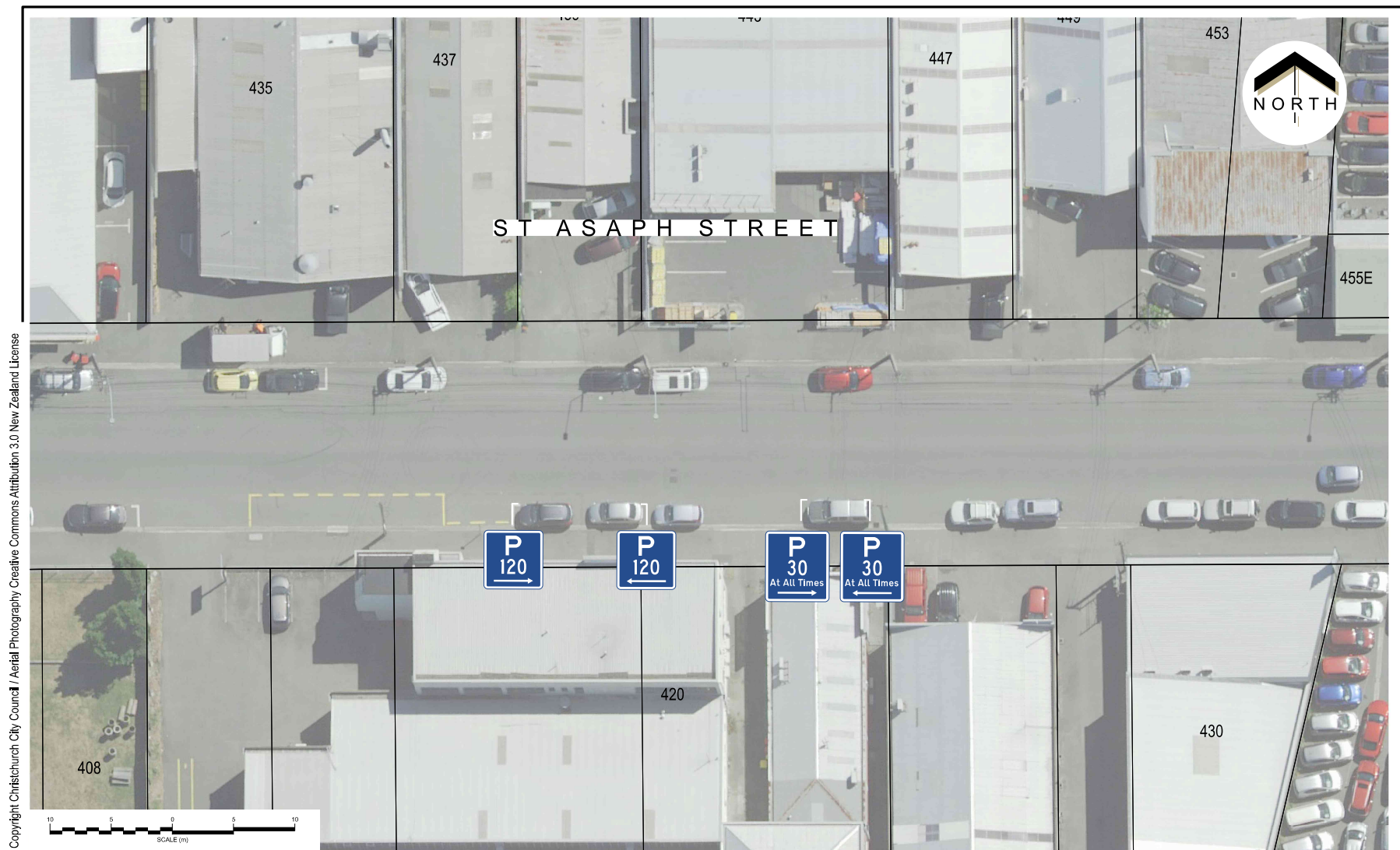
No.	Title	Reference	Page
A  	Attachment A - 420 St Asaph Street, Proposed Parking Restrictions	24/1518102	41
B  	Attachment B - St Asaph Street, Initial Parking Restrictions Proposal, Consultation Plan	24/1447404	42

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

Document Name – Location / File Link
Not applicable

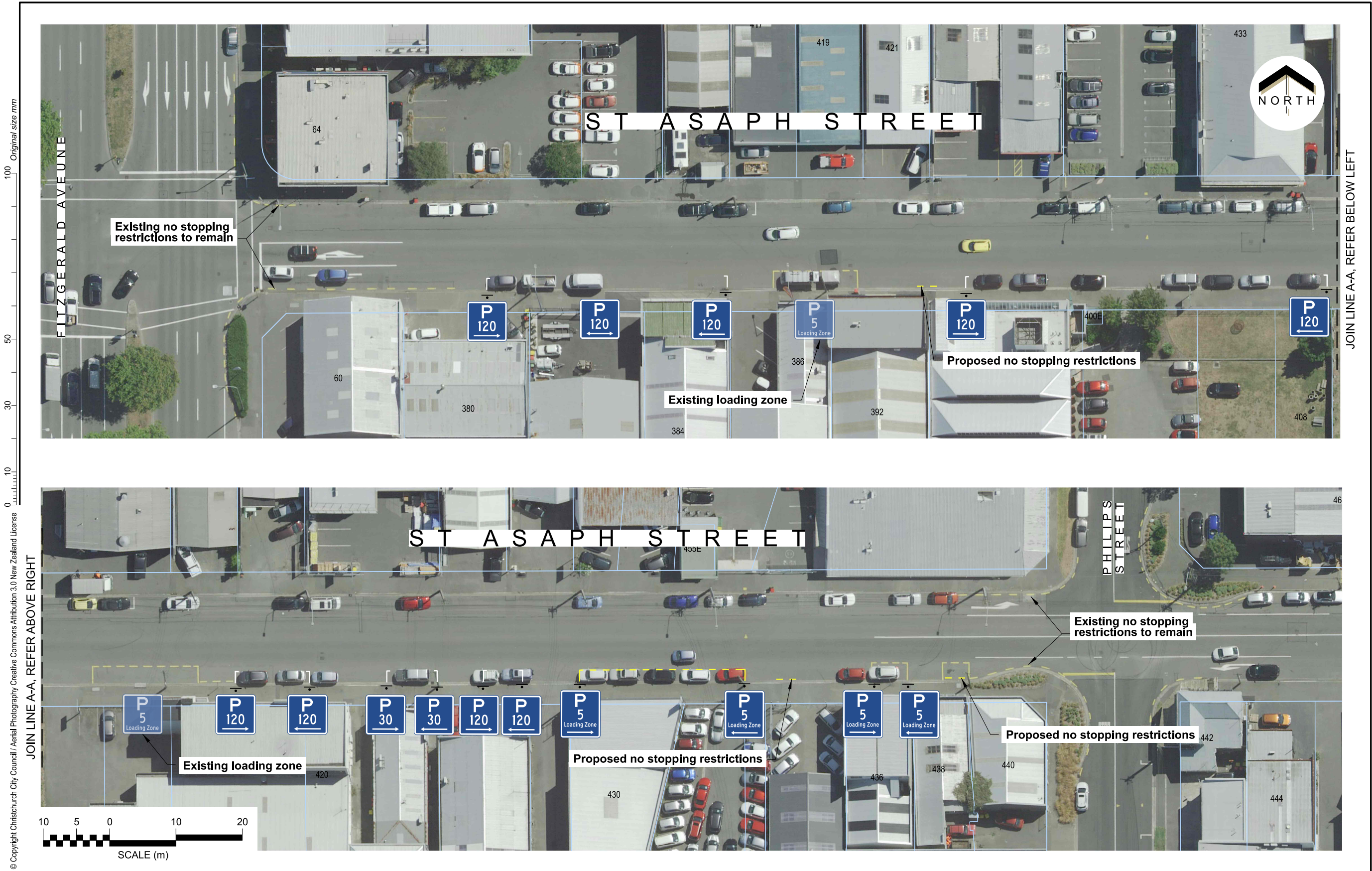
Signatories Ngā Kaiwaitohu

Author	Sally-Ann Marshall - Traffic Engineer
Approved By	Katie Smith - Team Leader Traffic Operations Stephen Wright - Manager Operations (Transport)



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## 11. Cornwall Street - Proposed Short Term Parking Restrictions

Reference Te Tohutoro: 24/1454370

Responsible Officer(s) Te Pou Matua: Sally-Ann Marshall, Traffic Engineer

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waipapa Papanui-Innes-Central Community Board to approve P10 Parking Restrictions on Cornwall Street outside Kidsfirst kindergarten.
- 1.2 This report has been written in response to a request from the Kidsfirst kindergarten to extend the existing P10 parking restriction directly outside their property.
- 1.3 The recommended option is to install P10 Parking Restrictions as shown on **Attachment A**.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Cornwall Street - Proposed Short Term Parking Restrictions Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in this resolution.
4. Approves, pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the parking of motor vehicles be restricted to a maximum period of ten minutes on the west side of Cornwall Street, commencing at a point 58 metres north of its intersection with Edgeware Road and extending in a northerly direction for a distance of 32 metres. This restriction is to apply between 8.30am and 3pm, on School Days Only.
5. Approves 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).

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Road safety concerns have been raised about the availability of car parks for parents to use for pick-up and drop-off outside Kidsfirst kindergarten on Cornwall Street. The street is narrow and has limited parking options, which is leading to unsafe behaviour at these times.
- 3.2 The kindergarten has requested that the existing P10 time restriction is extended to include the two spaces directly to the north. The proposed time restricted spaces will be located adjacent to the kindergarten and all P10 spaces will be restricted to between 8.30am and 3pm on school days only.



The recommended option is to install the P10 timed parking restriction in accordance with Attachment A. This is a two-vehicle space extension of the existing P10. This should help with allowing parents to pick-up and drop-off children from the kindergarten and therefore reduce the likelihood of unsafe behaviour at these times.

#### 4. Background/Context Te Horopaki

- 4.1 A customer service request (H04269062) has been raised by the Head Teacher at Kidsfirst kindergarten on Cornwall Street. They noted they are experiencing road safety issues with parents parking erratically at pick-up and drop-off time due to a lack of available, alternative parking options.
- 4.2 Directly adjacent to the kindergarten frontage there are three existing P10 time restricted spaces, which apply from Monday to Friday and on school days only. There are a further two unrestricted spaces adjacent to their frontage to the north of the existing P10 spaces, and they have asked that the P10 restriction be extended to include these two spaces.
- 4.3 There are 52 families enrolled at the kindergarten, with approximately 40 children attending at any one time.
- 4.4 This section of Cornwall Street is a narrow, 6.5 metre wide street that has an alternating no stopping restriction along one side. There is an existing P120, Monday to Friday restriction on the east side between Edgeware Road and the speed hump. However, due to a lack of enforcement, vehicles are often parking here all day.
- 4.5 There are four unrestricted carparking spaces available on the section of Cornwall Street between Edgeware Road and the bend to the north, including the two outside the kindergarten.
- 4.6 Site visits to observe typical drop-off and pick-ups time showed that:
  - There were no spaces available within the P120 opposite the kindergarten.
  - Construction vehicles were parked on the footpath and in unrestricted parking spaces.
  - Vehicles were parking on the footpath on the section of Cornwall Street between the bend and Cranford Street.
- 4.7 There is currently construction activity on the plot opposite the kindergarten. There are four units being built, each with a single garage. These works are temporary and are expected to finish in the next two months.
- 4.8 The kindergarten head teacher is concerned that the units will increase pressure on the available parking spaces. Based on observations in other areas, it is noted this is likely to be the case.
- 4.9 Staff are proposing that the existing P10 time restricted parking be extended to include the two unrestricted parking spaces directly to the north of these and adjacent to the kindergarten frontage. As the current restriction is Monday to Friday this would apply between 8am and 6pm. Considering the lack of on-street parking in the street, it is proposed to shorten this time restriction to 8.30am to 3pm, on school days only, therefore making all P10 spaces available for residents after this time. This has been discussed and agreed with kindergarten staff.
- 4.10 Policy 1 of the Christchurch Suburban Car Parking Policy details how suburban road space is to be prioritised. Table 1 of this policy provides a road priority matrix and is provided in

**Attachment B** of this report. This policy describes that certain kerb side road space will be prioritised over others, depending on whether it is a residential, commercial or other area.

- 4.11 The area around the kindergarten is both a residential and commercial area. The proposal aims to provide a safer space for parents to drop off their children; as per Policy 1, safety is given first priority in residential/commercial areas.
- 4.12 There have been no crashes in this location within the past 5-years. However, this proposal aims to reduce the risk of there being an incident outside the kindergarten.
- 4.13 Approval is required by the Waipapa Papanui-Innes-Central Community Board.
- 4.14 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

### Options Considered Ngā Kōwhiringa Whaiwhakaaro

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

- Provide two P10 time restricted parking space along the Kidsfirst kindergarten frontage on Cornwall Street and make all P10 spaces operational from 8.30am to 3pm, on school days only.
- Maintain the status quo – retain as two unrestricted parking spaces.

### Options Descriptions Ngā Kōwhiringa

- 4.16 **Preferred Option:** Provide two P10 time restricted parking space along the Kidsfirst kindergarten frontage on Cornwall Street and make all P10 spaces operational from 8.30am to 3pm, on school days only.

#### 4.16.1 Option Advantages

- Addresses the request from the kindergarten to provide safer, dedicated drop-off and pick-up parking.
- Changing the duration of time that the existing P10 spaces operate, from 8am to 6pm, to 8.30am to 3pm on school days only, will provide additional longer-term parking for residents and visitors. All P10 spaces will operate from 8.30am to 3pm on school days only.

#### 4.16.2 Option Disadvantages

- Removes two unrestricted on-street parking spaces on Cornwall Street outside the Kidsfirst Kindergarten.
- Physical sign and/or road marking changes required.

- 4.17 **Maintain the status quo** – retain as unrestricted parking space.

#### 4.17.1 Option Advantages

- Retains two unrestricted on-street parking spaces on Cornwall Street outside the kindergarten.
- No physical sign and/or road marking changes required.

#### 4.17.2 Option Disadvantages

- Does not address the request from the kindergarten to provide more dedicated drop-off and pick-up parking during pick-up/drop-off times.

5. Financial Implications Ngā Hīraunga Rauemi

Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 (status quo)
Cost to investigate, consult and write report	\$1500	\$1500
Cost to Implement	\$600 for two new signs (CAPEX)	\$0
Maintenance/Ongoing Costs	To be covered by the maintenance area contract	\$0
Funding Source	Traffic Operations - Traffic Signs and Markings budget (2024/25)	N/A

6. Considerations Ngā Whai Whakaaro

Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

- 6.1 None identified.
- 6.2 Legal Considerations Ngā Hīraunga ā-Ture Statutory and/or delegated authority to undertake proposals in the report:
 

6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

6.2.2 The Community Board has delegated authority from the Council to exercise the delegations as set out in Part D of the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping and traffic control devices.

6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.
- 6.3 Other Legal Implications:
 

6.3.1 There is no other legal context, issue, or implication relevant to this decision.

6.3.2 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 this report.

Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decision:
 

6.4.1 Aligns with the [Christchurch City Council’s Strategic Framework](#).

6.4.2 The recommendations in this report are consistent with the [Suburban Parking Policy](#).

6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.

6.4.4 The community engagement and consultation outlined in this report reflect the assessment.
- 6.5 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.6 Transport
 

6.6.1 Activity: Transport

- Level of Service: 10.3.3 Maintain customer satisfaction with the ease of use of Council on-street parking facilities - >=50%

Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.7 The occupier of the neighbouring property, 19 Cornwall Street, was informed of the proposal. No response was received to this.
- 6.8 The proposal addresses the request from the kindergarten to provide safer, dedicated drop-off and pick-up parking.
- 6.9 The Team Leader of Parking Compliance supports the preferred option.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.10 The decision does not involve a significant decision in relation to ancestral land, a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Mana Whenua, their culture, and traditions.
- 6.11 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.



Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.12 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved, Staff will arrange for the new signs to be installed.

Attachments Ngā Tāpirihanga

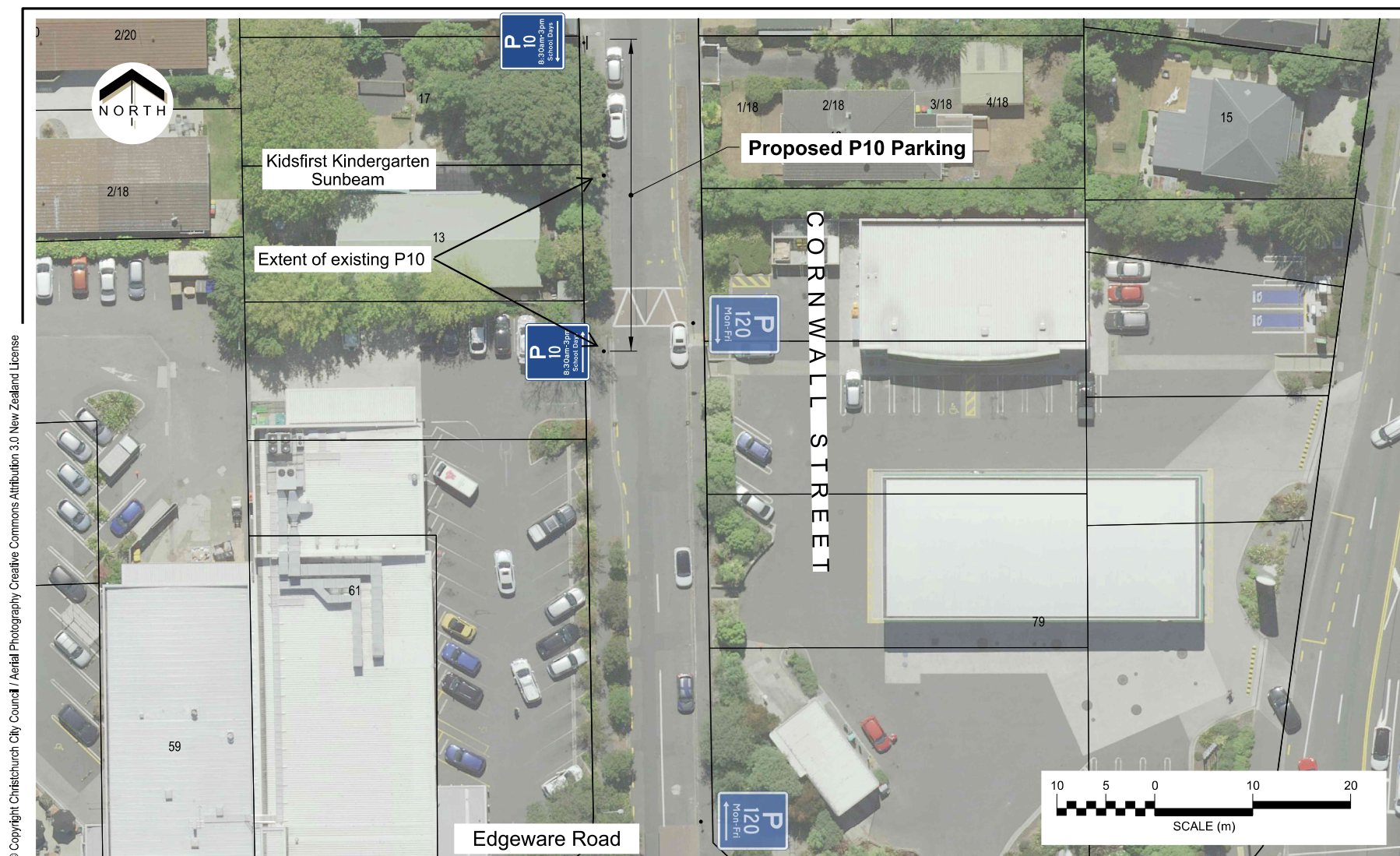
No.	Title	Reference	Page
A 	Attachment A - Cornwall Street Proposed Parking Restrictions	24/1629388	48
B 	Attachment B - Suburban Parking Policy - Table 1	24/1614869	49

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

Document Name – Location / File Link
Not applicable

Signatories Ngā Kaiwaitohu

Author	Sally-Ann Marshall - Traffic Engineer
Approved By	Gemma Dioni - Principal Advisor Transportation Safety Stephen Wright - Manager Operations (Transport)



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Christchurch  
City Council

Cornwall Street  
Proposed Parking Restrictions  
For Board Approval

Attachment A

Original Plan Size: A4  
Drawn: MJR Issue 1 12/09/2024  
Designed: SAM Drawing: TG148391  
Approved: GD Project: RPS845



## Attachment B - Christchurch Suburban Parking Policy Policy 1

# The Policy

## Policy 1: Prioritise suburban road space according to the table below.

Council has had a policy of prioritising kerb side road space for many years. It is proposed that this will continue in a more consolidated form. Road space will be prioritised in the following order and in the following areas:

	Commercial Areas	Residential Areas	Other Areas (such as Industrial)
1st priority	Safety	Safety	Safety
2nd priority*	Movement and Amenity	Movement and Amenity	Movement and Amenity
3rd priority	Mobility Parking	Mobility Parking	Mobility Parking
4th priority	Bus stops/ Cycle parks/Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Bus Stops	Bus stops/ Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)
5th priority	Taxi Ranks (special passenger vehicle stands)	Residents Parking	Short Stay Parking
6th priority	Loading Zones	Cycle parks/ Bike corrals Shared parking (bike share or car share)/ Micromobility parking (e.g. scooters)	Residents Parking
7th priority	Short Stay Parking	Short Stay Parking	Commuter Parking
8th priority	Residents Parking	Commuter Parking	
9th priority	Commuter Parking		

**Table 1: Road priority matrix**

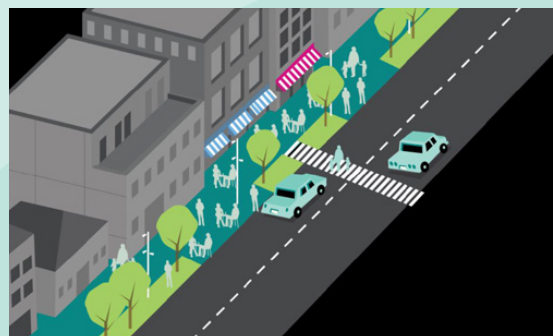
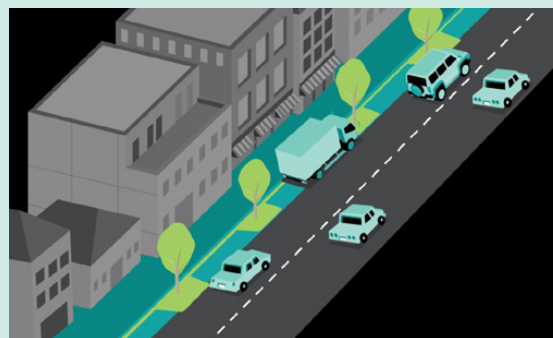
This policy means that certain kerb side road space will be prioritised over others, depending on whether it is a residential, commercial, or other area.

\* The 2nd priority movement and amenity will be provided in accordance with the Road Use Hierarchy (refer to Appendix 3). This means that:

- vehicle movement will take priority over amenity on streets that are key transport corridors;

- movement for buses will take priority on core bus routes;
- movement for cycles will take priority on major cycle routes;
- movement for pedestrians will take priority in areas with high pedestrian footfall;
- movement for freight will take priority on the strategic freight routes; and
- movement of traffic will take priority on the strategic traffic routes.

(Note: movement includes wider footpaths, cycle lanes, bus lanes, and traffic lanes. Amenity includes landscaping and street furniture.)



## 12. Proposed P5 Loading Zone outside 329 Madras Street

Reference Te Tohutoro: 24/1559845

Responsible Officer(s) Te Pou Matua: Sahan Lalpe, Traffic Engineer, sahan.lalpe@ccc.govt.nz

Accountable ELT Member Pouwhakarae: Brent Smith, Acting General Manager City Infrastructure

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 For the Waipapa Papanui-Innes-Central Community Board to approve a P5 loading zone outside 329 Madras Street.
- 1.2 This report has been written in response to a request by the business at 329 Madras Street, Soundline Audio.

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Proposed P5 Loading Zone outside 329 Madras Street Report.
2. Notes that the decision in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the parking or stopping restrictions described in resolution 4 below.
4. Approves that, in accordance with Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 and as shown on **Attachment A** to the report (Plan TG148378 dated 16/09/2024), a Loading Zone be installed, on the west side of Madras Street, commencing at a point 50 metres south of its intersection with Salisbury Street and extending in a southerly direction for a distance of 7 metres. This Loading Zone is to be restricted to a maximum period of 5 minutes. The restriction is to apply to Goods Vehicles Only, from 9am to 4pm.
5. Approves that these resolutions take effect when parking signs that evidence the restrictions described in item 4 is in place (or removed in the case of revocations).

### 3. Executive Summary Te Whakarāpopoto Matua

- 3.1 Soundline Audio, at 329 Madras Street, have raised two Customer Service Requests for the installation of yellow no stopping lines to the north of their driveway.
- 3.2 The main issue is that two vehicles are squeezing into seven meters of unrestricted parking space. This is blocking Soundline Audio's driveway. In addition to this, it was found that drivers making deliveries to Soundline Audio (using vehicles that are 8 metres or larger) reverse into the off-road carpark on the business premises, which is a road safety concern.
- 3.3 A proposal, as outlined in **Attachment A** to the report on the meeting agenda (Plan TG148378 dated 16/09/2024), was developed to mitigate the issues identified (i.e., vehicles blocking the driveway and delivery vehicles reversing into the on-site carpark). The proposal is for a P5 Loading Zone, from 9am to 4pm, located outside 329 Madras Street.

#### 4. Background/Context Te Horopaki

- 4.1 A Customer Service Request was received on 26 June 2024, requesting the installation of yellow no stopping lines outside 329 Madras Street, immediately north of the driveway. A similar request was also made two years ago.
- 4.2 The reason for the request was that the delivery vehicles accessing the Soundline Audio, the business operating at 329 Madras Street, were not able to get onto the site safely. The large delivery vehicles are currently reversing into the site, and vehicles parked to the north of the driveway are also blocking the entry of these reversing vehicles.
- 4.3 There is insufficient space for two vehicles to park north of the driveway. However, on a regular basis, two vehicles attempt to squeeze into this space. This has led to drivers blocking the driveway of 329 Madras Street, resulting in calls to the Council to have the vehicles blocking the driveway towed. This is creating some tension within the community.
- 4.4 The current movements by delivery vehicles, (i.e., reversing into off-road carpark), are considered unsafe as they block traffic on Madras Street and is not a movement that is to be encouraged. It is considered that providing no stopping lines to the north of the driveway, as per the request, would still not facilitate easier access into the site.
- 4.5 It is also considered that marking the space for just one vehicle (approximately 5.5 metres) will not stop the driver of a second vehicle from attempting to squeeze into this space.
- 4.6 An alternative proposal, (i.e., a loading zone) was presented to the customer that raised the ticket, so that deliveries could occur at the kerbside and not on the site. This proposal was then consulted with the community, refer from 6.8 to 6.11 for more information.
- 4.7 The feedback and further discussion with the community led to the loading sign being operational from 9am to 4pm, as per **Attachment A** to the report on the meeting agenda (Plan TG148378 dated 16/09/2024).

#### Options Considered Ngā Kōwhiringa Whaiwhakaaro

- 4.8 The following reasonably practicable options were considered and are assessed in this report:
  - 4.8.1 Install a P5 Loading Zone on the west side of Madras Street in accordance with **Attachment A**. The restriction applies between 9am to 4pm.
  - 4.8.2 Do nothing and leave the parking as unrestricted.
- 4.9 The following options were considered but ruled out:
  - 4.9.1 Installing P5 Loading Zone with standard hours and days of operation (i.e., 8am to 6pm, Monday to Sunday other than holidays). Resident feedback opposed the restriction being this long.
  - 4.9.2 Relocating the existing P5 time restricted space outside Atelier Textiles (i.e., 323 Madras Street) further north and creating a larger Loading Zone that can service both businesses (i.e., Atelier Textiles and Soundline Audio). Atelier Textiles did not support this plan.

#### Options Descriptions Ngā Kōwhiringa

- 4.10 **Preferred Option:** Loading Zone in accordance with **Attachment A**.

##### 4.10.1 Option Advantages

- Meets the needs of the business immediately next to the Loading Zone (i.e., Soundline Audio), while also meeting the needs of the surrounding residents.



- The option will remove the need for delivery drivers to reverse into the property as loading will take place from the kerbside, making it safer. This proposal is in alignment with the Central City Parking Policy (2021), where the highest priority is given to safety.
- Stops multiple vehicles trying to squeeze into a parking space that is only large enough for one vehicle to park. This prevents the driveway from being blocked by vehicles, which is currently forcing the business to have these vehicles towed away. The option will lead to more harmony in the area than the current situation.
- The signs and line marking reinforces the presence of the vehicle crossing and that there is a parking restriction present, which should stop long term parking during business hours.
- Provides a space that can be used by other delivery vehicles servicing nearby properties.

#### 4.10.2 Option Disadvantages

- Removes one unrestricted parking space.
- Cost to the Council to install the signs associated with the Loading Zone.

4.11 Maintain the status quo – do nothing and leave the space unrestricted.

#### 4.11.1 Option Advantages

- No additional cost to Council.
- Retains an unrestricted parking space.

#### 4.11.2 Option Disadvantages

- Does not address the existing issues (i.e. blocking driveway and road safety concern) highlighted by the community.

## 5. Financial Implications Ngā Hīraunga Rauemi

### Capex/Opex Ngā Utu Whakahaere

	Recommended Option	Option 2 – Do Nothing
Cost to investigate	\$1,000 to write report including consultation and site visit.	\$1,000 to write report including consultation and site visit.
Cost to Implement	\$1,000 to install signs.	None
Maintenance/Ongoing Costs	Will be added and covered by the area maintenance contract.	None
Funding Source	Traffic Operations Team's 'Road Marking and Signs' budget.	n/a

## 6. Considerations Ngā Whai Whakaaro

### Risks and Mitigations Ngā Mōrearea me ngā Whakamātautau

6.1 None identified.

### Legal Considerations Ngā Hīraunga ā-Ture

6.2 Statutory and/or delegated authority to undertake proposals in the report:

- 6.2.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides Council with the authority to install parking or stopping restrictions by resolution.

- 6.2.2 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 and traffic control devices.
- 6.2.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.
- 6.3 Other Legal Implications:
- 6.3.1 There is no other legal context, issue, or implication relevant to this decision.
- 6.3.2 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 this report.

### Strategy and Policy Considerations Te Whai Kaupapa here

- 6.4 The required decisions:
- 6.4.1 Align with the [Christchurch City Council's Strategic Framework](#).
- 6.4.2 The recommendations in this report are consistent with the Central City Parking Policy.
- 6.4.3 The decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 6.5 The community engagement and consultation outlined in this report reflect the assessment.
- 6.6 This report supports the [Council's Long Term Plan \(2024 - 2034\)](#):
- 6.7 Transport
- 6.7.1 Activity: Transport
- Level of Service: 10.3.3 Maintain customer satisfaction with the ease of use of Council on-street parking facilities - >=50%

### Community Impacts and Views Ngā Mariu ā-Hāpori

- 6.8 Affected property owners and residents were advised of the recommended option by letter. The consultation document was emailed to 40 addresses associated with residents and owners of the apartment building at 341 Madras Street.
- 6.9 There was only one response from the 40 letters issued. There were no return to senders received from the 40 issued.
- 6.10 The one response noted that they were partially opposed to the proposal. The key reason for this was that there were insufficient off-street carparks within the apartment building, resulting in residents using the unrestricted on-street carparks. The business, Soundline Audio, was noted to have off-street carparks, and so questioned the need for a Loading Zone outside the premises.
- However, they did acknowledge the squeezing of two car parks into this space, which would restrict the entry into the business premises, and suggested marking a single car park space instead of creating a Loading Zone.
- Ultimately, the response ended with not being fully opposed to the proposal and requested the time of operation be restricted to either 4pm or 4:30pm. This input was taken onboard, and the plan was changed to have a time restriction from 9am to 4pm.

- 6.11 The proposal was also discussed with the business immediately to the south of Soundline Audio, Atelier Textiles. Atelier Textiles did not have any objections with Soundline Audio having a Loading Zone outside Soundline’s business.
- 6.12 The Team Leader Parking Compliance supports the preferred option.
- 6.13 The decision affects the following wards/Community Board areas:
  - 6.13.1 Waipapa Papanui-Innes-Central.

Impact on Mana Whenua Ngā Whai Take Mana Whenua

- 6.14 The decision does not involve a significant decision concerning 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.
- 6.15 The decision does not involve a matter of interest to Mana Whenua and will not impact on our agreed partnership priorities with Ngā Papatipu Rūnanga.

Climate Change Impact Considerations Ngā Whai Whakaaro mā te Āhuarangi

- 6.16 The proposals in this report are unlikely to contribute significantly to adaptation to the impacts of climate change or emissions reductions.

7. Next Steps Ngā Mahinga ā-muri

- 7.1 If approved, staff will arrange for the new signs to be installed.

Attachments Ngā Tāpirihanga

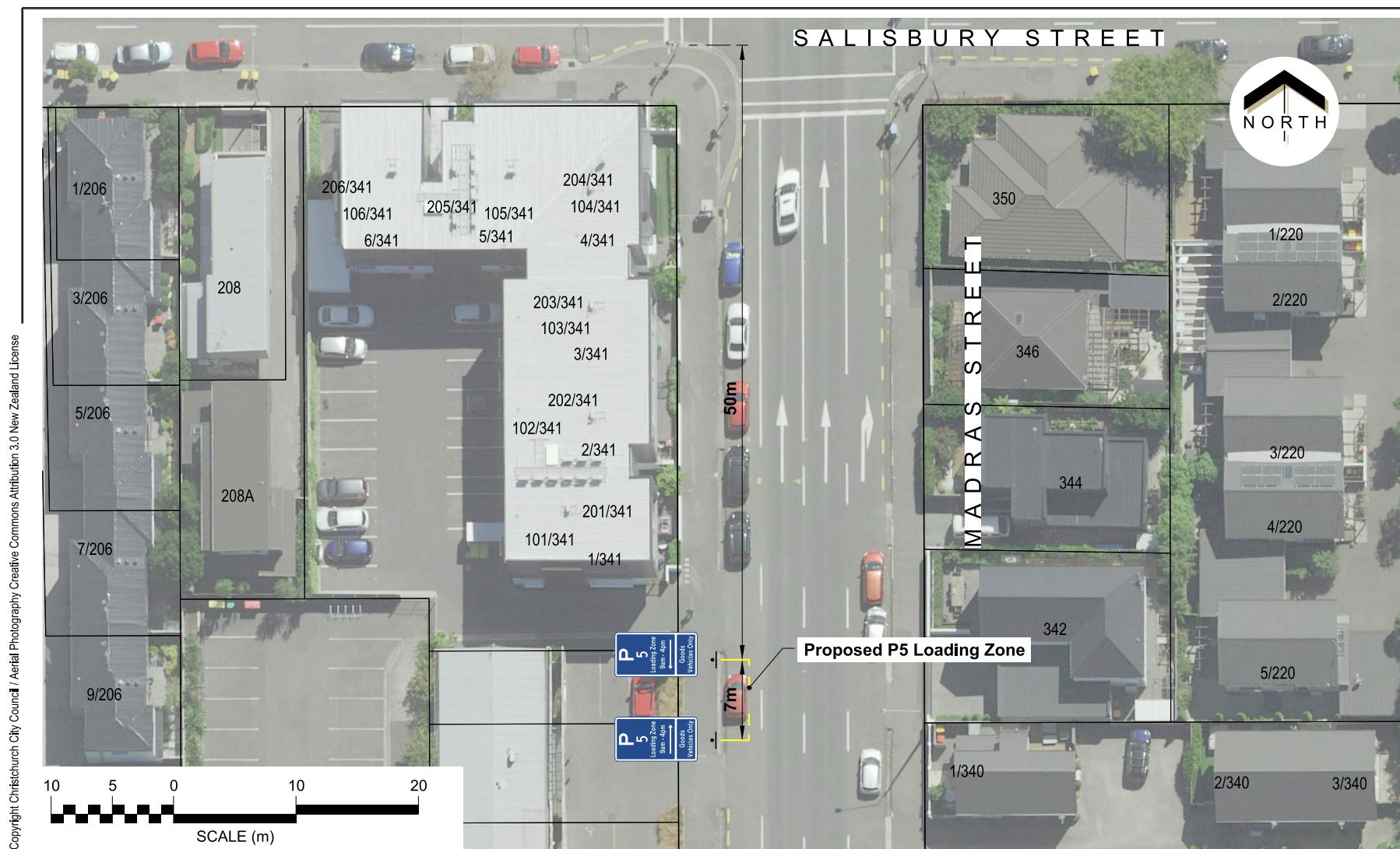
No.	Title	Reference	Page
A 	P5 - Loading Zone - 329 Madras Street	24/1643177	56

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

Document Name – Location / File Link

Signatories Ngā Kaiwaitohu

Author	Sahan Lalpe - Traffic Engineer
Approved By	Gemma Dioni - Principal Advisor Transportation Safety Stephen Wright - Manager Operations (Transport)



## 13. Chairperson Report - Cranford Street Delegations

Reference Te Tohutoro: 24/1765674

Responsible Officer(s) Te Emma Norrish, Chairperson Waipapa Papanui-Innes-Central  
Pou Matua: Community Board (Emma.Norrish@ccc.govt.nz)

Accountable ELT Nigel Cox, Acting General Manager Citizens and Community  
Member Pouwhakarae:

### 1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to put the recommendation to the Community Board to refer the delegation as final decision-maker on the option for a peak-hour clearway on Cranford Street (between Innes Road and Berwick Street) to the Council.

### 2. Chairperson's Recommendations

That the Waipapa Papanui-Innes-Central Community Board:

1. Agrees to refer the delegation as final decision-maker on the option for a peak-hour clearway on Cranford Street (between Innes Road and Berwick Street) to the Council.

### 3. Detail Te Whakamahuki

- 3.1 At its November 2024 meeting, the Waipapa Papanui-Innes-Central Community Board will be hearing deputations on, and receiving a staff report on, the options for the peak-hour lanes on Cranford Street (between Innes Road and Berwick Street). The report will contain three options which were presented to the community during a recent consultation – bus lane, clearway or T2 lane.
- 3.2 The consultation webpage on the three options for Cranford Street, and staff at the information sessions to the Board and the Council on 27 June 2024 and 23 July 2024 respectively, indicated that the Board will make a Part A recommendation to the Council for a final decision on any of the three options.
- 3.3 Staff have provided further advice that under their current delegations from the Council, community boards have the delegation to make decisions on clearways (Part C), whilst decisions on bus lanes and T2 lanes sit with the Council (referred to as Part A's). This situation poses two main risks:
  - 3.3.1 There is the risk that the Board may make a decision under their delegated authority for a clearway and notify the Council (Part C). Meaning the Council will not consider any options. This is a potential outcome that was not anticipated and not communicated to stakeholders who are expecting Council to make the final decision after carefully considering all options and available information.
  - 3.3.2 There is a risk that the Board may not support a clearway and recommend a bus lane or T2 lane to Council via a Part A. Council may support a clearway as the preferred option but has delegated the decision to approve a clearway to the Board, who do not support a clearway.
- 3.4 Under the Council Community Board Governance Partnership Agreement, a community board may refer any decision it has been delegated to the Council for decision if it chooses to do so.
- 3.5 In order to enable best practice decision making on an important community issue, and to streamline the decision-making process, it is proposed to refer the (Part C) Community Board



delegation for the clearway option, in this instance, to the Council. This would mean the Community Board hears the deputations, receives the report and then makes a Part A recommendation to the Council on one of the three options. Council can then consider all three options in their entirety.

Signatories Ngā Kaiwaitohu

Author Emma Norrish  
 Approved By Emma Norrish - Chair of Waipapa Papanui-Innes-Central Community Board

Attachments Ngā Tāpirihanga

There are no attachments to this report.



14. Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Richmond Cricket Club for Cricket Training nets

Reference Te Tohutoro: 24/1596132  
 Responsible Officer(s) Te Pou Matua: Helen Miles, Community Recreation Advisor  
 Helen.miles@ccc.govt.nz  
 Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider an application for funding from its 2024-25 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00068312	Richmond Cricket Club	Training Net purchase	\$4,555	\$4,000

- 1.2 There is currently a balance of \$69,008 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Richmond Cricket Club for Cricket Training nets report.  
 2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.  
 3. Approves a grant of \$4,000 from its 2024-25 Discretionary Response Fund to the Richmond Cricket Club towards the purchase of a cricket training net.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned with the Council's Strategic Framework and in particular the strategic priority of an inclusive and equitable city. The project also aligns with the Physical Recreation and Sport Strategy.  
 3.2 The recommendations are consistent with the Strengthening Communities Together Strategy.

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 Council-adopted policies, standards or criteria.  
 3.3.2 The Fund does not cover:



- Legal or environmental court challenges against the Council, Council Controlled Organisations, or Community Board decisions.
- Projects or initiatives that change the scope of a Council project or 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 decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
- 3.5 The significance level 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 2024-25 Discretionary Response Fund is:

Total Budget 2024-25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$111,628	\$42,620	\$69,008	\$65,008

- 3.8 Based on the current Discretionary Response Fund criteria, the application above is eligible for funding.
- 3.9 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information, and a staff assessment.

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Decision Matrix - Richmond Cricket Club	24/1672576	61

### Signatories Ngā Kaiwaitohu

<b>Author</b>	Helen Miles - Community Recreation Advisor
<b>Approved By</b>	Emma Pavey - Manager Community Governance, Papanui-Innes-Central

## 2024-25 DRF PAPANUI-INNES-CENTRAL DECISION MATRIX

### Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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 contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	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.

00068312	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Richmond Cricket Club	<b>Training Net purchase</b>  The Richmond Cricket Club are seeking a contribution towards expenses of purchasing a cricket training net.	<b>\$ 8,919</b>  <b>Requested</b> \$ 4,555 (51% requested)	Cricket Net - \$4,555	<b>\$ 4,000</b>  That the Waipapa Papanui-Innes-Central Community Board approves a grant of \$4,000 from its 2024-25 Discretionary Response Fund to the Richmond Cricket Club towards the purchase of a cricket training net. .	<b>2</b>

### Organisation Details

Service Base: 45 Poulton Ave,  
Richmond

Christchurch 8013

Legal Status: Incorporated  
Society

Established: 23/10/1976

Target Groups: Sports/Recreation

Annual Volunteer Hours: 250

Participants: 95

### Alignment with Council Strategies

- Te-Haumako-Te Whitingia-Strengthening Communities Together Strategy and the Physical Recreation and Sport Strategy

### CCC Funding History

2011/12 - \$300 (Cricket balls) SGF SP  
2010/11 - \$500 (Cricket balls) SGF SP  
2010/11 - \$400 (Cricket balls) SGF BP

### Other Sources of Funding

\$4364 - Rata Foundation.

### Staff Assessment

Richmond Cricket Club (the Club), also known as the Richmond Rhinos, was incorporated in 2001 and operates in the Richmond-Shirley area. The Club is affiliated with the Richmond Club. The Club fields three teams in the suburban competition and has approximately 95 members, most of whom are adults. The Club's primary objectives are to promote and encourage cricket and associated recreational, social, and cultural activities in the community.

The Club is located in a lower socio-economic area of Christchurch. As one of Christchurch's most affordable cricket clubs, it aims to expand its membership to provide sports-associated health, community, and social benefits. Richmond Cricket Club is known for its inclusive and welcoming environment. However, membership growth has been hindered by limited facilities. The Club's active committee has been gradually improving its assets and resources to make it more attractive to prospective members.

As part of its expansion strategy, the Club identified the need for an additional training net to enhance training opportunities and support the development of players. Several quotes were obtained for the project, with one supplier offering a lower-priced option that the Club initially funded through The Rata Foundation, but upon discovering the equipment was incompatible, the Club now faces a \$4,555 shortfall to purchase the correct unit, which the Rata Foundation cannot cover. The Club regularly fundraises and receives a small donation from Richmond Club, which assists with the operating costs and helps to keep subscription memberships at a low rate; subscriptions range from \$160 - \$220.

Richmond Cricket Club seeks the remaining \$4,555 to purchase the correct training net, which will improve the Club's facilities and support the growth and development of its members. This project represents a low delivery and financial risk, potentially increasing community participation in cricket.

Rationale for staff recommendation:

The project strongly aligns with the Te-Haumako-Te Whitingia-Strengthening Communities Together Strategy Objectives 1.5, 1.6, 2.3, 4.3. The Physical Recreation and Sport Strategy Goals 1: Facilities and Environment and Goal 2: Availability and Accessibility, and the Equity and Inclusion Policy.

Schools in the area have reported a significant increase in student enrollment from families of Indian heritage, where cricket is a major sport both in participation and as a spectator activity. Strengthening local clubs like Richmond Cricket Club is essential to meet the growing demand and provide community engagement opportunities.

The grant will directly impact the provision of essential facilities needed to participate in the sport.

15. Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund - Casebrook Intermediate School for the Tōtaranui Kāhui Ako Cultural Festival

Reference Te Tohutoro: 24/1649654  
 Responsible Officer(s) Te Trevor Cattermole, Community Development Advisor.  
 Pou Matua: Trevor.Cattermole@ccc.govt.nz  
 Accountable ELT Nigel Cox, Acting General Manager Citizens and Community  
 Member Pouwhakarae:

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider an application for funding from its 2024-25 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00068385	Casebrook Intermediate School	Tōtaranui Kāhui Ako Cultural Festival	\$2,700	\$1,200

- 1.2 There is currently a balance of \$69,008 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund - Casebrook Intermediate School for the Tōtaranui Kāhui Ako Cultural Festival Report.  
 2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.  
 3. Approves a grant of \$1,200 from its 2024-25 Discretionary Response Fund to Casebrook Intermediate School towards the Tōtaranui Kāhui Ako Cultural Festival.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned with the Council's Strategic Framework and in particular the strategic priority of a Collaborative and Confident City and a Cultural Powerhouse City. The project also aligns with the Te Haumako Te Whitingia Strengthening Communities Together Strategy.  
 3.2 The recommendations are consistent with the Strengthening Communities Together Strategy.

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 Council-adopted policies, standards or criteria.

3.3.2 The Fund does not cover:

- Legal or environmental court challenges against the Council, Council Controlled Organisations, or Community Board decisions.
- Projects or initiatives that change the scope of a Council project or 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 decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.

3.5 The significance level 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 2024-25 Discretionary Response Fund is:

Total Budget 2024/25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$111,628	\$42,620	\$69,008	\$67,808

3.8 Based on the current Discretionary Response Fund criteria, the applications 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 Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Decision Matrix - Casebrook Intermediate School	24/1655198	65

Signatories Ngā Kaiwaitohu

Author	Trevor Cattermole - Community Development Advisor
Approved By	Emma Pavey - Manager Community Governance, Papanui-Innes-Central

2024-25 DRF PAPANUI-INNES-CENTRAL DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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 contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	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.

00068385	<b>Organisation Name</b>  Casebrook Intermediate School	<b>Name and Description</b>  <b>Tōtaranui Kāhui Ako Cultural Festival (50% FWH / 50% PIC)</b>  The Cultural Festival brings all the schools and the community within the Kāhui Ako cluster together to celebrate the culture and heritage of the diverse communities within schools.	<b>Total Cost</b>  \$ 9,868  <b>Requested</b>  \$ 2,700  (27% requested)	<b>Contribution Sought Towards</b>  Sound - \$1,000 Staging -\$1,700	<b>Staff Recommendation</b>  <b>\$ 1,200</b>  That the Waipapa Papanui-Innes-Central Community Board approves a grant of \$1,200 from its 2024-25 Discretionary Response Fund to Casebrook Intermediate School for the Tōtaranui Kāhui Ako Cultural Festival.	<b>Priority</b>  <b>2</b>
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<b>Organisation Details</b> Service Base: 90 Veitches Road, Casebrook 8051, Christchurch  Legal Status: Other Established: 1966 Target Groups: Children/Youth, Pasifika and Maori youth, and the wider community.  Annual Volunteer Hours: 1000 Participants: 2,500  <b>Alignment with Council Strategies</b> <ul style="list-style-type: none"> <li>Strengthening Communities Together Strategy</li> </ul> <b>CCC Funding History</b> 2019/20 - \$1,400 (Leadership Training Course) YDF PI 2019/20 - \$100 (AIMS Games) YDF LCH 2019/20 - \$600 (AIMS Games) YDF FWH 2019/20 - \$500 (AIMS Games) YDF PI 2017/18 - \$1,200 (Leadership Training Course) YDF SP	<b>Other Sources of Funding</b>  \$6,500 - Kāhui Ako combined school funds  Volunteer contributions of time, equipment, labour and venue provided.  <b>Staff Assessment</b>  The Tōtaranui Kāhui Ako is a network of schools in the Northwest area of Christchurch. which include Cotswold Mātāhae School, Bishopdale School, Te Kura o Matarangi (Northcote School), Redwood School, Papanui Primary School, Te Kura Mareko Casebrook Intermediate and Papanui High School. Within the zone, three schools sit in communities that are considered high deprivation. Some of these areas are a 9/10 on the scale of deprivation.  The Cultural Festival is a celebration of culture, heritage and language through performance and dance. Each school shares their cultural groups with a performance. The majority of the kura have a Kapa Haka group, and some other schools also have a Pasifika and Korean dance group.  As part of the Festival the schools provide cultural food and do not charge the community for this. The event is open to the whole community, and it breaks down the isolation and loneliness of people in the area. This encourages them to take part in a local cultural event. It draws in over 2,000 people throughout the afternoon.  The Festival has students in age range from early childhood centres as young as two years old, up to high school students in Year 13. The event encourages tuakana teina (older sibling, younger sibling relationships where siblings learn from each other) through performance and sharing of cultures.  This will be the sixth year of the Kāhui Ako Festival and it grows in popularity every year. There will be over 600 students performing who bring their family and friends to the festival. It embraces not only the multicultural nature of the area but also a wide range of the parents/caregivers and siblings.  The Tōtaranui Kāhui Ako group is seeking a funding contribution towards the costs of staging and sound production.  The rationale for the staff recommendation: The application sits squarely under the Strengthening Communities Together Strategy namely: Objective 1.1 Develop and enhance relationships with Tangata whenua via Manu whenua and Te Hononga Objective 1.2 Build, nurture, and strengthen relationships with Pacific communities Objective 1.3 Combine to build on the relationships and achievements developed with multi-ethnic and multicultural communities through the Multicultural Strategy - Our Future Together Objective 1.4 Harness the strengths of diverse communities and address issues of social exclusion Objective 1.5 Support groups involved in providing access to arts, culture, heritage, recreation and those who care for the environment.  Fendalton-Waimairi-Harewood staff recommendation is \$1,200.
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16. Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Marist Albion Rugby Club Inc. for Alterations to club changing rooms at Edgar MacIntosh Park

Reference Te Tohutoro: 24/1663963  
Responsible Officer(s) Te Trevor Cattermole, Community Development Advisor  
Pou Matua: (Trevor.Cattermole@ccc.govt.nz)  
Accountable ELT Nigel Cox, Acting General Manager Citizens and Community  
Member Pouwhakarae:

1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider an application for funding from its 2024-25 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00068384	Marist Albion Rugby Club Inc	Alterations to club changing rooms at Edgar MacIntosh Park	\$7,225	\$1,500

- 1.2 There is currently a balance of \$69,008 remaining in the fund.

2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central 2024-25 Discretionary Response Fund Application - Marist Albion Rugby Club Inc. for Alterations to club changing rooms at Edgar MacIntosh Park Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
3. Approves a grant of \$1,500 from its 2024-25 Discretionary Response Fund to Marist Albion Rugby Club Inc towards the Alterations to club changing rooms at Edgar MacIntosh Park.

3. Key Points Ngā Take Matua

Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations above are aligned with the Council's Strategic Framework and in particular the strategic priority of an inclusive and equitable city. The project also aligns with the Physical Recreation and Sport Strategy.
- 3.2 The recommendations are consistent with the Strengthening Communities Together Strategy.

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 Council-adopted policies, standards or criteria.

3.3.2 The Fund does not cover:

- Legal or environmental court challenges against the Council, Council Controlled Organisations, or Community Board decisions.
- Projects or initiatives that change the scope of a Council project or 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 decisions in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.

3.5 The significance level 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 2024-25 Discretionary Response Fund is:

Total Budget 2024/25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$111,628	\$42,620	\$69,008	\$67,508

3.8 Based on the current Discretionary Response Fund criteria, the applications 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 Ngā Tāpirihanga

No.	Title	Reference	Page
A  	Decision Matrix - Marist Albion Rugby Club	24/1672216	69

Signatories Ngā Kaiwaitohu

Author	Trevor Cattermole - Community Development Advisor
Approved By	Emma Pavey - Manager Community Governance, Papanui-Innes-Central



2024/25 DRF PAPANUI-INNES-CENTRAL DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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 contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	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.

00068384	<b>Organisation Name</b>  Marist Albion Rugby Club Inc.	<b>Name and Description</b>  <b>Alterations to club changing rooms at Edgar MacIntosh Park</b>  Split - PIC 45% / FWH 55%  The Club are requesting funding assistance towards changing room alterations at Edgar MacIntosh Park. This is a Council-owned facility shared by Marist Albion Rugby Club and multiple other community groups and sports groups.	<b>Funding History</b>  2024/25 - \$3,000 (Club Administration Expenses) SCF PIC 2024/25 - \$4,000 (Club Administration Expenses) SCF FWH 2023/24 - \$3,000 (Hauora Development Programme) SCF PIC 2023/24 - \$3,500 (Hauora Development Programme) SCF FWH 2022/23 - \$5,000 (Repairs South Hagley Changing Sheds) DRF PI 2022/23 - \$5,000 (Repairs South Hagley Changing Sheds) DRF FWH 2022/23 - \$5,500 (Club Operation Costs and Wages) SCF FWH 2022/23 - \$2,000 (Fixed Operation Costs) SCF PI  <b>Other Sources of Funding</b> Nil	<b>Request Budget</b>  <b>Total Cost</b> \$ 7,225  <b>Requested Amount</b> \$ 7,225 <b>100% percentage requested</b>  <b>Contribution Sought Towards:</b> Equipment/Materials - \$7,225	<b>Staff Recommendation</b>  <b>\$ 1,500</b>  That the Waipapa Papanui-Innes -Central Community Board approves a grant of \$1,500 from its 2024-25 Discretionary Response Fund to the Marist Albion Rugby Club Inc towards alterations to club changing rooms at Edgar MacIntosh Park.	<b>Priority</b>  <b>2</b>
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<b>Organisation Details:</b>  Service Base: 181 Condell Avenue, Papanui, Christchurch 8053  Legal Status: Incorporated Society  Established: 21/02/1996  Staff – Paid: 40  Volunteers: 400  Annual Volunteer Hours: 1000  Participants: 450  Target Groups: Sports/Recreation  Networks: Canterbury Rugby Football Union (CRFU), NZ Rugby Football Union (NZR)	<b>Alignment with Council Strategies and Policies</b> <ul style="list-style-type: none"> <li>Strengthening Communities Together Strategy</li> </ul> <b>Alignment with Council Funding Outcomes</b> <ul style="list-style-type: none"> <li>Support, develop and promote capacity</li> <li>Community participation and awareness</li> <li>Provide community based programmes</li> <li>Reduce or overcome barriers</li> </ul> <b>Outcomes that will be achieved through this project</b>  To provide a safe and healthy environment for players and members of the community.  To operate a facility that is welcoming and clean with alterations increasing the longevity for future use going forward.  <b>How Will Participants Be Better Off?</b>  The participants will have safer and better facilities which can be utilised by many members of the community.  Improvements will enhance the user experience and comfort.	<b>Staff Assessment</b>  The Marist Albion Rugby Club Inc (the Club) has been in existence since 1942, and its clubrooms are located at Edgar MacIntosh Park. The Club has 450 members, including Junior, Colt, and Senior players.  This project is about alterations to their clubrooms, including extractor fans for the showers to better ventilate the rooms and overhead cubbies for players to store their gear while playing.  These cubbies are important as they only have two sheds and often have two games on the one field during a home afternoon. These overhead cubbies would allow the first game players to store their gear overhead while the second game team can then get changed.  Rationale for staff recommendation:  The project aligns with the Physical Recreation and Sport Strategy Goal 1 - Facilities and Environment and Goal 2 - Availability and Accessibility.  Support will help the Club make the facility a healthier environment as extraction fans will help with ventilation in the building and will also help alleviate the growth of excess moisture and mould.  Secure cubby holes will provide a safe environment for players, members and community users to safely keep their belongings.  The changing sheds are a public place and council asset so the improvements will not only benefit the Club but everyone that uses the facilities.  Fendalton-Waimairi-Harewood staff recommendation - \$2,000
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Organisation Description/Objectives:

The Marist Albion Rugby Club is an amateur rugby club based in the Northwest of Christchurch for the benefit of members of our community who are interested in participating in rugby. The Club is made up of male and female members who participate as players, coaches, administrators and volunteers. We have a Junior Club and a Senior Club which includes men, women, boys and girls across all ages.

## 17. Waipapa Papanui-Innes-Central Community Board 2024-25 Projects Fund

Reference Te Tohutoro: 24/1601542

Responsible Officer(s) Te Stacey Holbrough Community Development Adviser

Pou Matua: Trevor Cattermole Community Development Adviser

Accountable ELT

Member Pouwhakarae: Nigel Cox, Acting General Manager Citizens and Community

### 1. Purpose and Origin of the Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa Papanui-Innes-Central Community Board to consider any allocation from its 2024-25 Discretionary Response Fund for the Community Pride Garden Awards project, subsequent to it deciding its other Board Projects at its meeting on 15 August 2024.

**Secretarial Note:** The Board effectively laid this project on the table, in noting its wish to consult with the Christchurch Beautifying Association about the possibility of holding these awards every other year, so this report reproduces the parts of the previous report relevant to this project, along with providing the relevant clarification around the possibility of holding the awards every other year.

- 1.2 There is currently a balance in the Board's 2024-25 Discretionary Response Fund of \$69,008

### 2. Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central Community Board 2024-25 Projects Fund Report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Allocates \$1,500 from its 2024-25 Discretionary Response Fund towards the Community Pride Garden Awards 2025.

### 3. Context/Background Te Horopaki

#### Strategic Alignment Te Rautaki Tīaroaro

- 3.1 The recommendations are aligned to the Council's Strategic Framework and in particular the strategic priorities of a Collaborative and Confident City and A Cultural Powerhouse City. The project recommended above also align with the four pillars of the Te Haumako Te Whitingia Strengthening Communities Together Strategy - People, Place, Participation and Preparedness.

#### Decision Making Authority Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.2.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.2.2 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**

- 3.3 The decision(s) in this report are assessed as low significance based on the Christchurch City Council’s Significance and Engagement Policy.
- 3.4 The level of significance was determined by the number of people affected and/or with an interest.
- 3.5 Due to the assessment of low significance, no further community engagement and consultation is required.

**Discussion Kōrerorero**

- 3.6 At the time of writing, the balance of the 2024-25 Discretionary Response Fund is:


Total Budget 2024/25	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$111,628	\$42,620	\$69,008	\$67,508

- 3.7 Based on the current Discretionary Response Fund criteria, the application listed above is eligible for funding.
- 3.8 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information, and a staff assessment.

**Update**

- 3.9 At its meeting on 15 August 2024, the Board discussed the possibility of holding the Community Pride Garden Awards every other year, but refrained from making any decision on the project until discussed with the Christchurch Beautifying Association.
- 3.10 Staff have clarified that it is solely the Board’s choice whether or not to participate in the Community Pride Garden Awards project.
- 3.11 Staff also discussed with the Association’s representative the option of holding the awards every other year and were reassured that the Board area will still be eligible for the Beautifying Association Streets and Gardens Awards as supported by the Council.
- 3.12 The original staff recommendation has been left unchanged, but staff support the suggestion to hold Community Pride Garden Awards every other year, i.e. not make any allocation from the 2024-25 Discretionary Response Fund for the 2025 awards, noting that staff will include provision for 2026 awards in next year’s Board Projects report.

**Attachments Ngā Tāpirihanga**

No.	Title	Reference	Page
A 	Decision Matrix - Community Pride Garden Awards 2025	24/1146271	74

Signatories Ngā Kaiwaitohu

Author	Stacey Holbrough - Community Development Advisor
Approved By	Emma Pavey - Manager Community Governance, Papanui-Innes-Central

## 2024-25 DRF PAPANUI-INNES-CENTRAL DECISION MATRIX

### Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> 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 contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	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.

00067853	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Waipapa Papanui-Innes-Central Community Board	<b>Community Pride Garden Awards 2025</b>  Community Pride Garden Awards are an annual event.  Judging is completed by the Christchurch Beautifying Association on streets and garden frontages within the Papanui-Innes-Central wards. The budget is for the printing and posting of certificates to recipient residents and the Board's share of the advertising and marketing expenses.	\$ 1,500  <b>Requested</b>  \$ 1,500 (100% requested)	Printing of certificates, postage, advertising and marketing - \$1,500	<b>\$ 1,500</b>  That the Waipapa Papanui-Innes-Central Community Board approves a grant of \$1,500 from its 2024-25 Discretionary Response Fund towards the Community Pride Garden Awards 2025.	<b>2</b>

### Organisation Details

Service Base: N/A  
 Legal Status: N/A  
 Established: N/A  
 Target Groups: N/A  
 Annual Volunteer Hours: N/A  
 Participants: N/A

### Alignment with Council Strategies

- Strengthening Communities Together Strategy

### CCC Funding History

2023/24 - \$700 (Community Pride Garden Awards) DRF  
 2022/23 - \$500 (Community Pride Garden Awards) DRF  
 2021/22 - \$500 (Community Pride Garden Awards) DRF

### Other Sources of Funding

Nil

### Staff Assessment

The Community Pride Garden Awards is a partnership between Christchurch City Council and the Christchurch Beautifying Association (CBA).

The Awards acknowledge gardeners who, by their efforts, encourage civic pride and have contributed to Christchurch's Garden City image by beautifying their streets and garden frontages.

Judging is carried out in January/February by experienced CBA judges, with the option for Community Board members to take part.

In 2024, 250 cards were placed in recipient's letterboxes, and 117 cards were returned, with certificates posted to the recipients.

Community Governance staff provide the administrative support and the budget for the 2024-25 Community Pride Garden Awards is for printing and posting out certificates to recipients.

The increase in funding is due to the administration costs i.e. postage, advertising and marketing which is share with participating board.

Any unspent funding will be returned to the 2024/25 Discretionary Response Fund.

18. Waipapa Papanui-Innes-Central Community Board Area Report - October 2024

Reference Te Tohutoro: 24/1537478  
 Responsible Officer(s) Te Pou Matua: Emma Pavey, Community Governance Manager Papanui-Innes-Central  
 Accountable ELT Member Pouwhakarae: Andrew Rutledge, Acting General Manager Citizens and Community

1. Purpose of Origin of the Report Te Pūtake Pūrongo

- 1.1 This monthly staff-generated report provides the Board with an overview of initiatives and issues current within the Community Board area.

2. Officer Recommendations Ngā Tūtohu

- That the Waipapa Papanui-Innes-Central Community Board:
1. Receives the Waipapa Papanui-Innes-Central Community Board Area Report for October 2024.

3. Community Support, Governance and Partnership Activity

3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
Youth Recreation	Staff are collaborating with Te Ora Hou, Voyce and PYDT on a 3v3 basketball tournament in October. More details will be provided when they are confirmed.	Ongoing	Te Haumako Te Whitingia Strengthening Communities Together Strategy
<a href="#">Community Service Awards 2024</a>	Community Service Awards give well-deserved recognition to the people who make our communities better places to live. They are a way of thanking and honouring volunteers who demonstrate dedication and passion.	The Board has completed the presentations of the certificates this round.	Te Haumako Te Whitingia Strengthening Communities Together Strategy
Shirley Community Reserve	The Board resolved for staff to initiate the process to design an on-budget community building on the Reserve that will enable mixed use.	Ongoing	Te Haumako Te Whitingia Strengthening Communities Together Strategy
<a href="#">Summer with your neighbours</a> (SWYN)	SWYN is about bringing people closer together and celebrating the unique and diverse mix of each neighbourhood.  This year's events can be held from 26 October 2024 to 31 March 2025.	The Board approved the applications at the September meeting. Recipients have been notified, and the events will start late October.	Te Haumako Te Whitingia Strengthening Communities Together Strategy



Revitalisation of Petrie Park	'We Are Richmond' have held a couple of community mural painting sessions. The murals are of dogs that use Petrie Park.	Ongoing	Te Haumako Te Whitingia Strengthening Communities Together Strategy
Safety Initiatives - CPTED	The CPTED report the Board funded with its Better Off Fund for MacFarlane Park has been produced.	Relevant Council teams are reviewing the CPTED report.	Te Haumako Te Whitingia Strengthening Communities Together Strategy
- Aggressive begging	Metro staff are working with Police - building on increased Police visibility through community beat teams.	Police have been invited to update the Board on local issues.	
Youth Audit/ Mapping  Youth Safety	Staff are underway mapping the needs of young people in the Waipapa area to look at areas where support may be required. This work will also identify potential partners.	Ongoing	Te Haumako Te Whitingia Strengthening Communities Together Strategy
Northcote Road corridor	Investigations to understand the scope and extent of the issues in the corridor for pedestrians and cyclists have been carried out.  This has involved reviewing the feedback presented at previous Board meetings and carrying out on-site observations.	A report in the form of a project plan will be presented to the Board for endorsement which will outline the issues identified and will recommend a way forward to conclude the investigations.	Te Haumako Te Whitingia Strengthening Communities Together Strategy

### 3.2 Community Funding Summary

The balance of the Board's funding pools at the time of writing is currently as follows subject to subtraction of the grants proposed through the reports to this meeting as shown:

<b>2024/25 Waipapa Papanui-Innes-Central Discretionary Response Fund (DRF)</b>		
<b>Approved Board Projects:</b>		
• Summer with your neighbours	\$4,500	
• Youth Recreation	\$9,000	
• Community Liaison	\$4,000	
• Youth Development Fund	\$8,000	
<b>AVAILABLE BALANCE (at time of writing):</b>		<b>\$69,008</b>
<b>Proposed DRF Grants (subject to approval at this meeting):</b>		<b>Recommended:</b>
• Richmond Cricket Club towards the purchase of a cricket training net		\$4,000
• Casebrook Intermediate School towards the Tōtaranui Kāhui Ako Cultural Festival		\$1,200
• Marist Albion Rugby Club Inc towards alterations to club changing rooms at Edgar MacIntosh Park		\$1,500
<b>Prospective remaining balance (if all recommendations accepted):</b>		<b>\$62,308</b>

2024/25 Waipapa Papanui-Innes-Central Youth Development Fund (YDF)	
<b>Approved under delegation since last report:</b> <ul style="list-style-type: none"> <li>Grant to Jorja Ashley McCaughan towards competing at the NZCAF Aerobics Nationals in Queenstown (as detailed in <b>Attachment A</b>)</li> </ul>	\$200
<b>AVAILABLE BALANCE</b> (at time of writing):	<b>\$5,050</b>

### 3.3 The Mayor's Welfare Fund

The Mayor's Welfare Fund provides financial support to families and individuals in the community who are in extreme financial distress. It is a last resource when people have exhausted other appropriate sources such as Work and Income New Zealand (WINZ). The criteria and instructions on how to apply can be found here: [Mayors Welfare Fund - all you need to know](#).

### 3.4 Upcoming Community Events and Activities

- Volunteer Events**

Visit [this link](#) for the variety of volunteer events held around the city, and [this link](#) to volunteer at a Council-produced event.

There is also information at [this link](#) on becoming a Graffiti Programme volunteer, or register at [this link](#) to join the Parks Volunteers Team.

Some planting events are [eligible for Children's University \(CU\) credits](#), and family-friendly. Or schools can be supported by the 'connect and grow' planting programme: [Manaaki Taiao – Nurture Nature](#).

Or find other opportunities to volunteer in your community at [this link](#), whether it be sharing your passion for art at the Art Gallery, joining the [Friends of the Botanic Gardens](#), or any of the number of volunteer opportunities listed on the site for [Volunteering Canterbury](#).



- FRESH Events 2024**

Information on events from Youth & Cultural Development (YCD) is available at [this link](#).



- Christchurch Heritage Festival 2024**

Discover and explore the heritage of our communities with over two weeks of walks, talks, open days, exhibitions and more. [Browse the programme here](#). The festival runs from 12 to 28 October.



- **Other upcoming community events and festivals in the city**

Visit [this link](#) for the variety of community events and festivals held around the city. You can also visit the [What's On](#) site, for one-off and regular events like:

- [Monthly Fungi Whānau Event at Fungi Farm](#) – 10.30am on 6 October, and 3 November 2024 at Fungi Farm, Richmond Community Garden - Each month, the group delve into a different fungi topic with engaging workshops and hands-on activities. Whether you're a seasoned mycologist or just curious about the world of fungi, there's something for everyone.
- [School Holiday Fun](#) – 27 September to 13 October 2024 at The Arts Centre Te Matatiki Toi Ora - spring into a world of excitement these school holidays with circus fun, vibrant workshops and artistic adventures.



- [Christchurch Photo Hunt 2024](#) – 1-31 October 2024 online – The Photo Hunt aims to gather photographs, digital and physical, from across the community, along with the unique stories of their creators. These photographs are made available via the [Discovery Wall](#) and form part of the permanent heritage collections housed on [Canterbury Stories](#) at Christchurch City Libraries.



- [Agents of Discovery: Lancaster Park](#) – 1-28 October 2024, 9am-6pm at Lancaster Park - Play fun games, solve challenges and explore a new park. Agents of Discovery is an educational games app that uses augmented reality to interact with the world. You can find the Lancaster Park mission in the app to take a self-guided tour of Lancaster Park's history of sport and recreation. If you download the app and the mission before you visit, you won't need Wi-Fi or data on-site. Head to the [website](#) to find out how to play.
- [Christchurch Hip-Hop Summit: Graff Battle](#) – 6 October 2024, 10am-5pm at Dance-o-mat, 211 Manchester Street - This Graff Battle is not just a competition; it's a celebration of street art and urban culture. Watch eight artists compete in an epic graffiti showdown.
- [Te Whakairo - Ngā Kī O Te Tai Ao](#) – 8 and 10 October 2024, 12.15-30pm at Tūranga - A documentary about two talented carvers from Aotearoa New Zealand taking their whakairo (carving) to Antarctica in response to New Zealand's kaitiakitanga (guardianship) of the world's largest marine protected area - The Ross Sea.
- [Heritage: Ngāi Tahu and Murihiku ki te Tonga](#) – 10 October 2024, 6-7.30pm at Tūranga - Join Heritage Expeditions Aaron Russ and Murihiku ki te Tonga's Riki Nicholas to learn about their industry-leading partnership and the world's first indigenous-led Antarctic research programme.



- [Packe Street Park and Community Garden - Open Day](#) – 12 October (10am-midday) and 14 and 17 October (4-6pm) at Packe Street Park and Community Garden, 125 Packe Street - Come along and visit this community garden and learn about its history and purpose from the people involved.



- [The Rose of No Man's Land](#) – 12, 13, 16, 19, 20 and 23 October, 2-3pm - Visit the Nurses' Memorial Chapel, built in 1927, and sitting adjacent to the Botanic Gardens, find out about the history of this beautiful building and enjoy some music.
- [Repair Revolution](#) – 15 October, 19 November and 17 December, 5.30-7.30pm at Riverlution Eco Hub - The Repair Revolution is driving a movement away from throwaway culture and promoting product stewardship through the art and practice of repair.
- [Sutton Heritage House and Garden Open Day](#) – 17 October 2024, 4.30-7pm at Sutton Heritage House and Garden, 20 Templar Street - visitors will be able to tour the house and garden where artist William (Bill) Sutton did much of his work. The house, built in the modernist style in 1963, is a rare example of a home designed and built specifically for an artist. The lush garden was designed, planted and maintained by Bill Sutton himself, and still retains much of its original character including a number of specimen trees.
- [Mairehau Neighbourhood Community Garden: Open day](#) – 17 and 24 October 2024, 10am-midday at Mairehau Neighbourhood Community Garden, 64 McFaddens Road. Come along and visit this community garden and learn about its history and purpose from the people involved.
- [Avebury Open Day](#) – 19 October 2024, 10am-2pm at Avebury House, 9 Eveleyn Couzins Ave. Visit Avebury House, find out about its history and the local heritage of Richmond, and enjoy a Devonshire tea.



- [Kohinga Māra Community Garden - Open Day](#) – 19 October 2024, 1am-2pm at Kohinga Māra Community Garden, 130 Caledonian Road. The development of the garden is led by volunteers, and it has become a shared gardening space generating whanaungatanga and kaitiakitanga in our local community. The māra is fast becoming a connecting point for local residents involved in other projects promoting sustainability, including waste reduction and pest control.
- [Global games and leisure extravaganza](#) - 19 October 2024, midday-4pm at Multicultural Recreation and Community Centre. Come and join a celebration of traditional games, sports, and leisure activities from around the world, in collaboration with ethnic and cultural groups.
- [Trick or Treat at Riverside Market](#) – 31 October 2024, 4-8pm at Riverside Market.
- [Diwali at Riverside Market](#) – 2 November 2024, 5-9pm. Enjoy henna designs, traditional sari try-ons, performances and candle lighting at the river at dusk.

- **Christchurch City Council Libraries Events**

Christchurch City Libraries run a wide range of classes and programmes both in libraries and through its learning centres for everyone from babies to seniors, with information at [this link](#).

The Libraries' Events Calendar can be found [here](#), and there are dedicated pages for significant events and related topics like:

- [Macawa ni Vosa Vakaviti - Fijian Language Week](#) - Ni sa bula kece sara. Macawa ni Vosa Vakaviti - Fijian Language Week is on from Sunday 6 to Saturday 12 October 2024. The theme this year is: Vakamareqeta na Vosa Vakaviti / Nurture and sustain the Fijian language.

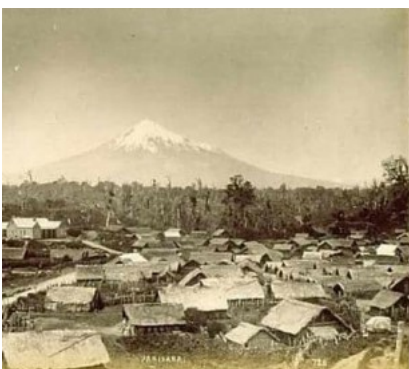


- [Faahi tapu he vagahau Niue - Niue Language Week](#) - Fakaalofa lahi atu! Faahi tapu he vagahau - Niue Language Week is on from Sunday 13 to Saturday 19 October 2024.
- [Diwali](#) - this Hindu festival is a celebration of the triumph of light over darkness, good over evil, and renewal of life.



[Labour Day](#) - Visit this page for the history behind the New Zealand Labour Day holiday. Our libraries are all closed on Monday 23 October 2023.

- [Dia de Muertos / Day of the Dead](#) - celebrated throughout Mexico on 2 November (All Souls' Day). Many people around the world, even if they are not directly connected to Mexican culture, are drawn to the concept and imagery of Mexico's Day of the Dead. Mexicans celebrate Día de Muertos to honour their deceased loved ones. It allows the dead to "live again" by giving their friends and family the opportunity to get together and reminisce.



- [Parihaka](#) - There was a peaceful resistance to a militia invasion of Taranaki settlement Parihaka 5 November 1881. Discover the Christchurch connection. Parihaka has been an inspiration for works by New Zealand artists, writers and musicians.



3.5 Participation in and Contribution to Decision Making

3.5.1 Report back on other Activities contributing to Community Board Plan



• **Community Service Awards 2024**

Board members continued presenting this year's Community Service Awards to the deserving recipients at their places of volunteering or relevant events. Shown below are some the Graffiti Programme volunteers recognised this year for their invaluable mahi to addressing graffiti and showing pride in our communities.

Shown in the group photo below are recipients, Warren and Fiona Elston, Brent Howard, and Denise Matthews, and shown to the left is Rachel Pirie. The other Graffiti Programme volunteers who received awards this year, but not shown are Carlos McNish and Graeme Logie.



Next shown below is Jason Harvey being presented with his certificate at the AGM for St Albans Residents Association.







Next shown left and below respectively are Jamie McQueen and Lesley Watson, who received Community Service Awards for their amazing volunteer work for Shirley Community Trust. Jamie has volunteered for the last five years training baristas and making coffees at the Trust's community café, as well as helping at community events over the years. Lesley has volunteered with the Trust for a long time, having helped with the café for the last ten years, the nail care clinic for eight years, and preparing morning tea each week for the preschool music group for the last four years.



Finally, shown below is a group photo of the hospital volunteers, who provide the public with much-needed guidance and support as they navigate the hospital.

Their role is crucial in assisting patients, visitors, and staff to find their way around with ease and confidence, contributing to a seamless and stress-free experience for all in what can often be very stressful times. The Chair and Deputy Chair presented awards to all nine of the volunteers for their selfless support to the community.





- **Riverlution Café opening**

Richmond Community Garden have reported the Riverlution team had an amazing time trialling the Café for the first time on the weekend of 7 September 2024, with so many visitors they used all their supplies. This trial was timed to align with their Learning Day, which included the creation of natural fences from hazel and willow, learning to sow seeds, tapping birch for sap, and some fun with the art chart from The White Room.



The official opening of the Café took place a week later on 14 September 2024, and they're now operating five days a week, from Saturday to Wednesday.



- **Phillipstown Hub Updates**



Phillipstown Hub's Garden facilitator is hard at work expanding their garden footprint for the Spring Season, with two more tunnel houses on the way, and paving a wheelchair accessible garden zone with raised garden beds.

Also, celebrating Spring Equinox, the Hub recently had an engagement day encouraging people to get involved and they helped sow hundreds of seedling trays. They additionally have a Spring Gala coming up on 2 November 2024 where they will be swapping seedlings for canned goods to stock their community pantry.





- **Great Library Seed and Plant Swap**

Papanui Library joined in with the Great Library Seed and Plant Swap between 21 and 25 September 2024. Free vegetable, herb, flower and native seeds were available on the table as well as vegetable and flower plants, and native seedlings.

The display attracted interest from green-thumbed locals and curious library-goers alike. Grateful thanks go to the Papanui Mega Mitre 10, Trees for Canterbury, WeedBusters, and the Waipapa Papanui-Innes-Central Community Board for their support.



- **Harewood Road Rail Crossing Upgrade**



Two cranes were in action on the morning of 17 September 2024 as Fulton Hogan, in collaboration with the Council and KiwiRail, completed a tandem lift for the Harewood Road rail crossing upgrade.

The two cranes worked together to lift the 39-tonne new edilon concrete slab and train tracks into position. No trains were running while the work was happening but with the track successfully installed, KiwiRail trains were back in action by the evening (see the [videos of the tandem lift and the train back in use the same day](#)).

- **Parks Update**

The Community Partnership Rangers continue their collaborative work with the community around the greenspaces in the Board area:

Worcester Corner Reserve - A small native planting took place with Step Ahead Trust in mid-June (shown below). Reported to be a lovely session; everyone was in good spirits and there was talk of doing some future sessions in the reserve to clear out weeds. A few of the rangers were in attendance to interact with the group.



Welcome Rest - The local community member who has been caring for this pocket park for years continues to plant and weed weekly. The artwork installed is still there. Only one has been stolen, but the other three remain untouched.

The supporting Community Partnership Ranger





supplies plants when required, though the community member also grows flowers from seed.

Essex Reserve - In October, the Community Partnership Rangers will hold a session to do some weed removal in the garden beds. They completed a small native planting there in June (shown to the left).

Ollivers Reserve - On 12 September 2024, the Rangers did a weed clearing in the reserve with a local community member and Salisbury Street Foundation. The community member managed

to get Zealandia to donate flowers and herbs to plant in the garden beds and planter boxes (shown to the right). It was reported to be a good session; the spruce up making quite the difference.

Rutland Reserve - There will be a planting session in the reserve with Paparoa Street School sometime in late October. The Ranger has 250 plants in total to go into the reserve, which will add to the last few years of planting.



There were two maintenance sessions at Rutland Reserve in May and June with the school and a corporate group working alongside each other (shown below), clearing weeds around the plants previously planted over the last two years and spreading mulch around them. The Ranger notes that it was a really great set up having the adults working with and helping the young students.





- **World Rivers Day 2024**



The collaboration of a number of organisations doing amazing work to protect our rivers, including [Avon-Ōtākaro Network](#) and [Ōpāwaho-Heathcote River Network](#), the celebration of World Rivers Day on Sunday, 22 September 2024 in the central city, was reported to be a great family day out. The day showcased all the wonderful work going on in our city to help clean up our waterways, with lots of fun activities, prizes, food trucks and entertainment.



### 3.5.2 Council Engagement and Consultation

- **[Tree Planting Plans](#)**



A tree can absorb up to 15kg of CO<sub>2</sub> from the atmosphere per year, sequester carbon and consequently **mitigate climate change.**

Trees play an important role in combating the effects of climate change. Not only do they soak up carbon, they also bring many other benefits, such as reducing ground temperatures, aiding in stormwater management and filtering out air pollutants. The Council is undertaking an ambitious tree planting program across the city. The planting program is an important step in fulfilling the outcomes of the [Urban Forest Plan](#) which among other things endeavours to increase the canopy cover across our city.

- [Welcoming Communities](#)

The Council's Welcoming Communities team work to help newcomers (former refugees, migrants and international students) and relocated New Zealanders feel more welcomed, connected and valued in their communities. To do this, a new plan is being created to suit the unique needs of these newcomers. If you're new to Christchurch, they want to hear from you – to understand your needs, challenges, what you enjoy and what may have been missed, to create an inclusive environment.

**Consultations in other parts of the district:**

- [Sumnervale Reserve proposed new lease](#) (consultation closes 22 October 2024)
- [Simeon Street crossing](#) (consultation closes 13 October 2024)
- [Sumner sports pavilion lease renewal](#) (consultation closes 6 October 2024)
- [Norwood and Fisher intersection](#) (consultation closes 20 October 2024)
- [Proposal to return Reserve 4622 at Pūrau Bay to Te Hāpu o Ngāti Wheke](#)

### 3.6 Governance Advice

#### 3.6.1 Customer Service Request (CSR) Report for the Papanui-Innes-Central Wards

Refer to **Attachment B** for the 1 September – 30 September 2024 statistics, providing an overview of the number of CSRs that have been received, including the types of requests being received and a breakdown of how they are being reported.

[Snap Send Solve](#) is the smartphone app the Council offers to help make reporting issues easy, and it is still possible to [report issues online](#), by calling Council on 03 941 8999 or visiting one of the Council's [Service centres](#).

#### 3.6.2 English Park

The lights at English Park are going to be upgraded with LED bulbs. Some of the lights no longer work - the old bulbs are difficult to purchase and are extremely expensive. The new LED bulbs will be more environmentally friendly, are more affordable, are cheaper to operate and reduce the lighting impact on the neighbouring properties. The new bulbs can be operated on three different lux settings; 100% for games and 50% and 25% for training sessions.

The below lighting table shows the reduced lighting lux on all three settings, the current maximum illumination with the old bulbs is 48.1. This will reduce to 29.9 at 100% illumination, 15 at 50% illumination and 7.48 at 25% illumination.

Following placement of the order, we expect the work to occur in December 2024 and take a few days to complete. Notice of works flyers will be delivered to the neighbours before work begins.

#### Light Level Summary

Calculation Grid Summary								
Grid Name	Calculation Metric	Illumination					Circuits	Fixture Qty
		Ave	Min	Max	U1	U2		
01 Soccer	Horizontal Illuminance	363	230	583	0.63	0.40	A	24
02 Glare - Soccer	Glare Rating	41.3	10	48.1	0.24	0.21	A	24
03 Spill - 100%	Horizontal	5.31	0	15.1	0.00	0.00	A	24
03 Spill - 100%	True Max Vert Illuminance	8.52	0	29.9	0.00	0.00	A	24
04 Spill - 50% dimming	Horizontal	2.66	0	7.54	0.00	0.00	A	24
04 Spill - 50% dimming	True Max Vert Illuminance	4.26	0	15	0.00	0.00	A	24
05 Spill - 25% dimming	Horizontal	1.33	0	3.77	0.00	0.00	A	24
05 Spill - 25% dimming	True Max Vert Illuminance	2.13	0	7.48	0.00	0.00	A	24

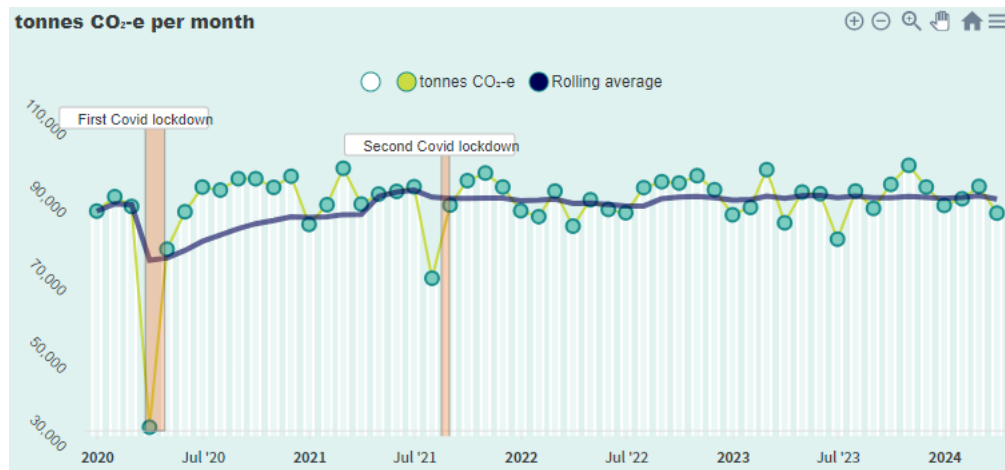


### 3.6.3 Climate action

The Board's vision statement reflects its commitment to supporting the [Ōtautahi Christchurch Climate Resilience Strategy's climate goals](#) and the [Ōtautahi-Christchurch Urban Forest Plan](#).

A key resource for understanding the Council's targets, what it's doing, how emissions are tracking, and finding relevant community events and activities, is the [Council's Climate Action webpage](#).

Take a look at the [Emission Tracker](#) to get a better understanding of our biggest emission sources, as well as general transport trends in our district.



There are also handy resources online with tips for what you can do to lower your emissions. Visit [GenLess](#) or [It's Time Canterbury](#) for some ideas to get you started.

Whether you are going to work or school, choose ways that are better for you and our environment. For more information, visit [getting to work](#) or [getting to school](#).

We also recognise that our tamariki and rangatahi are the leaders of tomorrow. The [Learning Through Action programme](#) encourages students to get creative and find innovative ideas for meaningful climate action.

- **Know your impact**

Measuring your emissions helps you to understand what's creating your footprint. Once you understand this, you can take some simple steps to reduce it.

- [Future Fit](#) provides tips, tools and stories of Kiwis taking action on climate change.
- [Ekos](#) help you measure and offset your emissions.

- **How is climate change affecting Christchurch?**

We're already feeling the effects of a changing climate in the form of wetter winters, and hotter, drier and longer summers. Find out more here, and browse the [Christchurch District risk screening document](#), which identifies how climate change will affect our natural and built environments. The document is based on the latest scientific information and input from key agencies in the region.

- **Get updates on climate action**

[Sign up](#) for the Council's newsletter and get the latest news and information delivered to your inbox.

#### 3.6.4 Community Patrols

The [Community Patrols of New Zealand website](#) hosts a wealth of information relevant to what they do in helping to build safer communities, becoming a patroller, and setting up a patrol. Patrols in the Board area include the Christchurch North and City Park community patrols. Their [statistical information](#) can be found on the website.

#### 3.6.5 Planned road works and closures

Planned road works and closures are indicated on the map at the [Traffic Updates page at this link](#). Additionally, a Smartview of nearby road works and closures is available at the following link: <https://smartview.ccc.govt.nz/travel/roads>.

#### 3.6.6 Public Notices

- [Leases on Reserves/Park](#)

#### 3.6.7 School travel



The Council offers a wealth of resources [at this link](#) relevant to how together we can make it way safer and easier for more children to walk, bike and scooter to school.

[Good-to-go ways to get to school](#) is an exciting programme designed to support schools in encouraging safe, active, fun, affordable, low-emission ways to travel to and from school.

#### 3.6.8 Travel Planning

The Council also offers free city travel planning to help organisations, businesses and staff get to know their travel options, with personalised journey planning sessions, advice, practical resources, and services such as Metro incentives for taking the bus, and onsite bike workshops. Information is available [at this link](#), which notes that over 50 workplaces have been supported since 2016, assisting thousands of staff across the city.

#### 3.6.9 SmartView

The Council's [SmartView page](#) gives users access to a range of real-time information about the city, including data on how to find local mountain bike tracks and also check that they are open, the number of spaces available in car park buildings, the nearest bus stop and the time of the next arrival, air quality, how to get to places, events, where to see street art, weather updates and the latest airport arrivals and departures.



## 4. Advice Provided to the Community Board Ngā Kupu Tohutohu ka hoatu ki te Poari Hapori

### 4.1 Start Work Notices (SWN)

SWN relating to the Board area are separately circulated to the Board. All Board area and city-wide start work notices can be found at [this link](#). Recent SWN relating to the Board area are:

- Stapletons Road - kerb and channel repairs (*circulated 3 October 2024*)
- Stanmore Road - safety improvements (*circulated 23 September 2024*)
- Greers Road/Langdons Road Intersection – full intersection closure (*circulated 20 September 2024*)



- Bealey Avenue and Fitzgerald Avenue Intersection - signals recabling (*circulated 17 September 2024*)
- Installation of stormwater pipe on Greers Road – night works (*circulated 17 September 2024*)
- Botanical Gardens (Armagh Street) - driveway renewal (*circulated 13 September 2024*)
- Bealey Avenue and Barbadoes Street Intersection - signals re-cabling (*circulated 6 September 2024*)
- Avebury Park - play space renewal (*circulated 9 September 2024*)

#### 4.2 Memoranda

Memoranda related to matters of relevance to the Board have been separately circulated for the Board's information and are listed below.

- CCC: Gloucester Street - Trial Costs (*circulated 30 September 2024*)
- CCC: Cycleway proposals for St Albans Street and Chapter Street (*circulated 24 September 2024*)
- CCC: Enhancing bus turning movements at the Rolleston Avenue and Hereford Street intersection (*circulated 19 September 2024*)
- CCC: Greers Langdons Traffic Lights- Construction Update (*circulated 17 September 2024*)
- CCC: Courtenay Street (*circulated 16 September 2024*)
- CCC: Street naming - Historical provenance (*circulated 13 September 2024*)
- CCC: Parking infringements to increase from 1 October 2024 (*circulated 10 September 2024*)
- CCC: Trade Waste Bylaw Review (*circulated 6 September 2024*)

### Attachments Ngā Tāpirihanga

No.	Title	Reference	Page
A 	Youth Development Fund Grant under Delegation for Jorja McCaughan	24/1643520	92
B 	Customer Service Request Report - September 2024	24/1748358	94

Signatories Ngā Kaiwaitohu

Authors	Mark Saunders - Community Board Advisor Lyssa Aves - Support Officer Trevor Cattermole - Community Development Advisor Stacey Holbrough - Community Development Advisor Helen Miles - Community Recreation Advisor Emma Pavey - Manager Community Governance, Papanui-Innes-Central
Approved By	Emma Pavey - Manager Community Governance, Papanui-Innes-Central Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support and Partnerships

Memos

Christchurch  
City Council 

# Memo

Date: 12 September 2024  
From: Lyssa Aves, Support Officer  
To: Emma Pavey, Community Governance Manager  
Cc: Mark Saunders, Community Board Advisor  
Reference: 24/1615221

## Waipapa Papanui-Innes-Central 2024-25 Youth Development Fund Application - Jorja Ashley McCaughan

### 1. Application Details Ngā Taipitopito Tono

Date of Decision Meeting: 12 September 2024

Venue: Papanui

Date Application Received: 12 September 2024

Applicant: Jorja Ashley McCaughan

Application Assigned to: Lyssa Aves, Support Officer

Total Budget Costs: \$625

Funding Requested: \$200

Staff Recommendations: That the following is paid:

- \$200 from the 2024-25 Papanui-Innes-Central Youth Development Fund to Jorja Ashley McCaughan towards the costs of competing at the NZCAF Aerobics Nationals, 21-22 September 2024 in Queenstown.

### 2. Background Te Horopaki

- 2.1 This Positive Youth Development Application is from Jorja McCaughan for help with costs to compete at the NZCAF Aerobics Nationals from 21-22 September 2024 in Queenstown. The applicant has requested \$200 towards the costs of this competition.

Jorja Ashley McCaughan

- 2.2 Jorja is 18 years old and attending Year 13 at Te Kura School. She has pursued her aerobics interests consistently since commencing the sport at six years old and recently came first at the Canterbury Aerobics Regionals held in August 2024 which qualifies her to represent Canterbury at the Nationals competition in Queenstown.

- 2.3 Jorja continues to set herself high standards and is determined, diligent and a team player, providing great support for her peers. Her trainer is very proud of her achievements and impressed by her 100% commitment to her training.

Memos



- 2.4 Jorja's short term goals are to make it to the finals and to be among the top three competitors in New Zealand. Her long term goals are to compete internationally in Aerobics and eventually open an Aerobics/Dance School.
- 2.5 To date Jorja has fundraised \$200 towards this project which is an achievement in itself as she has had less than a month since qualifying for the Nationals in which to raise funds.
- 2.6 The cost for the applicant to compete is:

EXPENSES	Cost (\$)
Petrol	240
Accommodation	320
Costume	75
Entry Fee	45
Total	\$680

### 3. Summary He Whakarāpopototanga

- 3.1 Staff recommend that \$200 from the 2024-25 Papanui-Innes-Central Youth Development Fund be granted to Jorja Ashley McCaughan towards the costs of competing at the NZCAF Aerobics Nationals, 21-22 September 2024 in Queenstown.

### 4. Decision of Community Governance Manager – Emma Pavey Te Whakataunga a te Kaiwhakahaere Kāwana ā-Hāpori

- 4.1 Approved.

### Attachments Ngā Tāpirihanga

There are no attachments to this memo.

### Signatories Ngā Kaiwaitohu

Author	Lyssa Aves - Support Officer
Approved By	Emma Pavey - Manager Community Governance, Papanui-Innes-Central



**Ticket Report**  
01 09 2024 - 30 09 2024

Filter by Ward

Papanui-Innes-Central

Filter by month

2024 (Year) + September (Month)

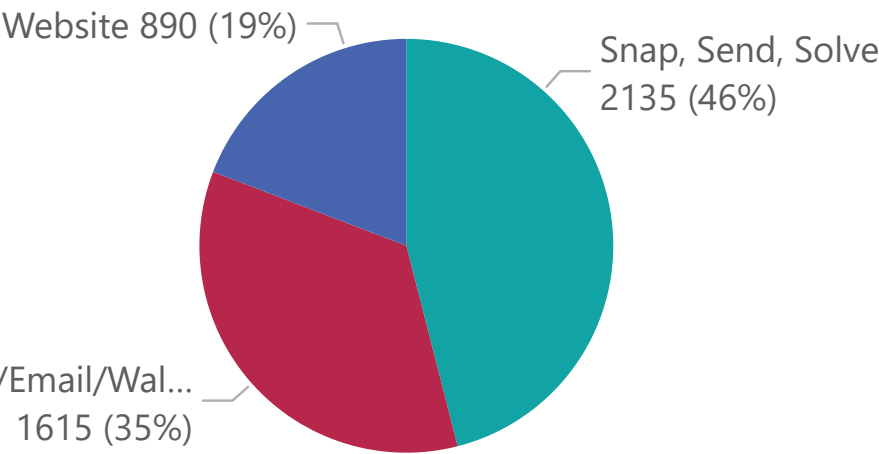
4640

# Reported Tickets last month

86.92%

Resolved within SLA

Channels



Status as of Report Date

Closed/Resolved

70.52%

Open

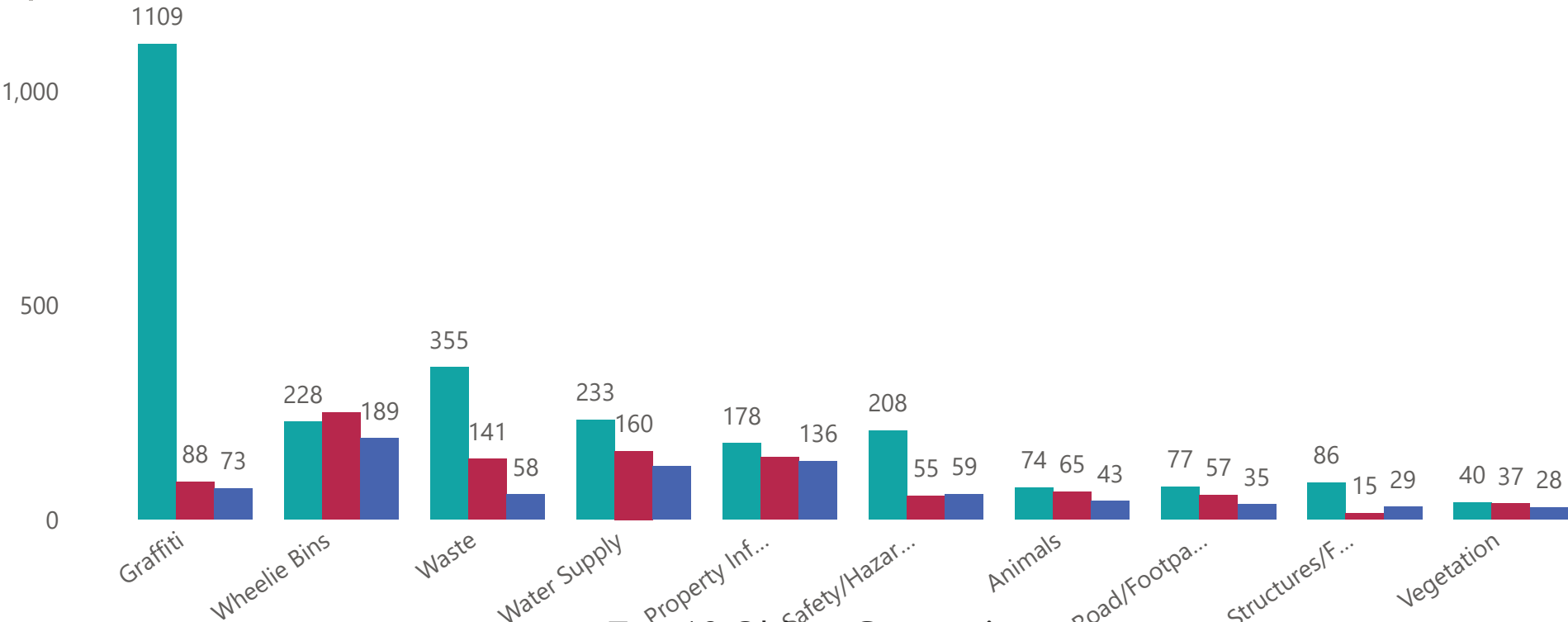
27.11%

Programmed Work

2.37%

Top 10 Incident Categories

Central Innes Papanui



Top 10 Object Categories

# Tickets	ObjectCategory	+/- Previous Month
519	Graffiti - Utility box, pole, railway	-21
505	Graffiti - Fence, building or structure	-109
485	Litter	53
312	Water Leak	60
237	Damaged Bin	-18
188	Bin Not Collected	-5
164	Residential LIM	19
149	Residential Property Files	-26
114	Graffiti - Sign, mural or public art	22
105	Missing Bin	7

Report date:  
01 Oct 2024

19. Elected Members’ Information Exchange Te Whakawhiti Whakaaro  
o Te Kāhui Amorangi

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.

Karakia Whakamutunga

Unuhia, unuhia Unuhia ki te uru tapu nui Kia wātea, kia mā mā, te ngākau, Te tinana te wairua i te ara takatā Koia rā e Rongo, whakairia ake ki runga Kia tina! TINA! Hui e! TĀIKI E!	<i>Draw on, draw on, Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind Rongo, suspended high above us (i.e. in ‘heaven’) Draw together! Affirm!</i>
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