



Waipapa
Papanui-Innes-Central Community Board
OPEN MINUTES

Date: Thursday 11 December 2025
Time: 4 pm
Venue: Board Room, Papanui Service Centre,
Corner Langdons Road and Restell Street, Papanui

Present

Chairperson	Sunita Gautam
Deputy Chairperson	Simon Britten
Members	Pauline Cotter
	Mike Davidson
	Ashleigh Feary
	Victoria Henstock
	Jake McLellan
	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. Where no voting record is shown, the item was carried unanimously by those present.

1. Apologies Ngā Whakapāha

Part C

There were no apologies received.

2. Declaration by Member Te Ki Taurangi

Part B

Mike Davidson made his oral declaration, then signed his written declaration in the presence of the Head of Community Support & Partnerships (acting on behalf of the Chief Executive), in accordance with Clause 14, Schedule 7 of the Local Government Act 2002.

3. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

4. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Community Board Resolved PCBCC/2025/00071

That the minutes of the Waipapa Papanui-Innes-Central Community Board meeting held on Thursday, 6 November 2025 be confirmed.

Victoria Henstock/Simon Britten

Carried

5. Public Forum Te Huinga Whānui

Part B

5.1 Merivale Retirement Village

Anne Hall and Brian Tucker from Merivale Retirement Village spoke to their concerns about the footpaths, gutters and road in Somme Street, and the need for reconstruction to address the issues with the poor surface condition, gradients, and deep dish gutters.

The Board thanked Ms Hall and Mr Tucker for their presentation, and requested that staff investigate where Somme Street is sitting in the prioritisation programme for improvements, and clarify previous representations of when works are scheduled for.

5.2 Chris Dooley

Chris Dooley spoke regarding his concerns about speeding traffic on Trafalgar Street.

The Board thanked Mr Dooley for his presentation, and requested that staff investigate whether there are recent speed counts for Trafalgar Street relevant to understanding his concerns.

6. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

7. Presentation of Petitions Ngā Pākikitanga

Part B

7.1 Stephen Anderson and Cushla Mullen from Fresh Choice Edgware presented the attached 'Petition for the Saint Albans Business District against unsocial and threatening behaviour'.

The Board thanked Mr Anderson and Ms Mullen for presenting the petition, and speaking to local concerns about aggressive begging in the area.

Hearing it could assist the situation, the Board requested that staff investigate adding plantings to the street garden outside the supermarket aimed at preventing people sitting there.

The Board also requested that staff share their advice on the approach to the issues raised with the petitioner, and investigate arranging a meeting with Police to discuss the concerns.

Attachments

- A Petition for the St Albans Business District against Unsocial and Threatening Behaviour - presented 11 December 2025 [⇒](#) 

8. Briefings

Community Board Resolved PCBCC/2025/00072 Officer Recommendations accepted without change

Part B

That the Waipapa Papanui-Innes-Central Community Board:

1. Notes the information supplied during the Briefings.

Pauline Cotter/John Miller

Carried

Attachments

- A Northwest Water & Roding Upgrades - Staff Presentation [⇒](#) 
B Engagement Team Presentation [⇒](#) 

Jake McLellan left the meeting at 4.42 pm and returned at 4.45 pm during consideration of Item 8.

12. Ryan Street Parking Improvements

Community Board Resolved PCBCC/2025/00073 Officer Recommendations accepted without change

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Ryan Street Parking Improvements 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. In accordance with Clause 6(2) of the Christchurch City Council Traffic & Parking Bylaw 2017, revokes any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the removal of parking or stopping restrictions described in resolutions 4 and 5 below.
4. Approves that the removal of one **existing variable P1 parking restriction** active 8.30 – 9.30am and 2.30 – 3.30pm, in accordance with Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017, on the east side of Ryan Street commencing at a point 371 metres north-east of its intersection with Ferry Road and extending in an nor-easterly direction for a distance of 5 metres as detailed in **Attachment A** (TG151650, Issue 1, dated 03/09/2025) to the report.
5. Approves that the removal of one **existing variable P1 parking restriction** active 8.30 – 9.30am and 2.30 – 3.30pm, in accordance with Clause 7 of the Christchurch City Council Traffic & Parking Bylaw 2017, on the west side of Ryan Street commencing at a point 375 metres north-east of its intersection with Ferry Road and extending in an nor-easterly direction for a distance of 5 metres as detailed in **Attachment A** (TG151650, Issue 1, dated 03/09/2025) to the report.
6. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in this staff report are removed.

Jake McLellan/John Miller

Carried

9. Updated Shirley Community Facility Design

Community Board Consideration

The Board accepted the Officer Recommendations, except in respect of it selecting the option of having a raked ceiling for the facility, rather than a flat ceiling.

The Board also added resolution 7 below to enable the two meeting rooms in the updated facility design to be accessed independently of the function space via external doors that it requested the identified windows be replaced with. The Board's consideration confirmed that the authority given to staff to amend the updated design included determining whether the added doors be single or double.

Victoria Henstock foreshadowed moving the Officer Recommendations without change, but the addition of a raked ceiling, and external doors for the meeting rooms, was carried before the foreshadowed motion could be put to a vote.

Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Updated Shirley Community Facility Design 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 updated developed detail design, including a flat ceiling and associated project costings, incorporating the Board's September 2025 directions, as shown in Attachment A to this report.
4. Instructs staff to proceed to tender and procurement following approval of the updated design and project costings.
5. Acknowledges the mahi of the Shirley Working Group and thanks them for their contribution to the project.
6. Notes that the total project remains deliverable within the Long-Term Plan budget of \$3,705,000.

Community Board Resolved PCBCC/2025/00074

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Updated Shirley Community Facility Design 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. Subject to resolution 7, approves the updated developed detail design, including a raked ceiling and associated project costings, incorporating the Board's September 2025 directions, as shown in Attachment A to the report.
4. Instructs staff to proceed to tender and procurement following approval of the updated design and project costings.
5. Acknowledges the mahi of the Shirley Working Group and thanks them for their contribution to the project.
6. Notes that the total project remains deliverable within the Long-Term Plan budget of \$3,705,000.
7. Requests and authorises staff to amend the updated design by replacing:
 - a. the external window in Meeting Room 04; and
 - b. the south-western external window in Large Meeting Room 03;with external glass doors of the same style as the other external doors in the facility, to enable those rooms to be accessed independently of the function space.

Pauline Cotter/Jake McLellan

Carried

9. Updated Shirley Community Facility Design

For	6	Pauline Cotter, Jake McLellan, Dr Sunita Gautam, John Miller, Mike Davidson, Simon Britten
Against	1	Emma Twaddell
Abstain	2	Ashleigh Feary, Victoria Henstock
TOTAL	9	

10. Lancaster Park Development - Final Stage Redevelopment Plan

Community Board Resolved PCBCC/2025/00075 Officer Recommendations accepted without change

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Lancaster Park Development - Final Stage Redevelopment Plan Report.
2. Approve the Final Stage Redevelopment Plan for the development of the new play space, bike loop track, multi-sports court, cricket wicket, path elements, park seating and BBQ area, fitness equipment and additional landscaping as per Attachment A and B to the report.
3. Notes that the decision in this report is assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

Sunita Gautam/John Miller

Carried

John Miller left the meeting at 5.38 pm during consideration of Item 11.

11. Community Parks Rolling Renewal Programme

Community Board Resolved PCBCC/2025/00076

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Community Parks Rolling Renewal Programme 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 Waipapa Papanui-Innes-Central Community Boards Community Parks Rolling Renewal Programme FY26-FY29 (as set out in Attachment C to the report).

Mike Davidson/Pauline Cotter

Carried

**13. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund
Application - Bangaliana Multicultural Christchurch - Sarawasti Festival
2026 East Indian Cultural and Community Day**

**Community Board Resolved PCBCC/2025/00077 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 2025-26 Discretionary Response Fund Application - Bangaliana Multicultural Christchurch - Sarawasti Festival 2026 East Indian Cultural and Community Day 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 \$1,800 from its 2025/26 Discretionary Response Fund to Bangaliana Multicultural Christchurch towards venue and stage hire, performer and Event costs for the Sarawasti Festival 2026 East Indian Cultural and Community Day.

Pauline Cotter/Mike Davidson

Carried

**14. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund
Application - Avon Ōtākaro Network Inc - Matariki in the Zone 2026**

**Community Board Resolved PCBCC/2025/00078 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 2025-26 Discretionary Response Fund Application - Avon Ōtākaro Network Inc - Matariki in the Zone 2026 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 \$4,300 from its 2025/26 Discretionary Response Fund to Avon Ōtākaro Network Inc. towards Matariki in the Zone 2026.

Pauline Cotter/Mike Davidson

Carried

15. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - The Village Presbyterian Church - Community Centre enhancement.

Community Board Resolved PCBCC/2025/00079 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 2025-26 Discretionary Response Fund Application - The Village Presbyterian Church - Community Centre enhancement. 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 \$1,450 from its 2025/26 Discretionary Response Fund to The Village Presbyterian Church – Community Centre enhancement towards the cost of deck railing only.

Pauline Cotter/Mike Davidson

Carried

16. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Delta Community Support Trust - Empowering Communities Through Staff & Volunteer Training and Development

Community Board Resolved PCBCC/2025/00080 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 2025-26 Discretionary Response Fund Application - Delta Community Support Trust - Empowering Communities Through Staff & Volunteer Training and Development 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 \$3,800 from its 2025/26 Discretionary Response Fund to Delta Community Support Trust towards Empowering Communities Through Staff & Volunteer Training and Development.

Pauline Cotter/Mike Davidson

Carried

17. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Canterbury Horticultural Society - CHS Avebury Climate Resilient Garden

**Community Board Resolved PCBCC/2025/00081 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 2025-26 Discretionary Response Fund Application - Canterbury Horticultural Society - CHS Avebury Climate Resilient Garden 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 \$5,000 from its 2025/26 Discretionary Response Fund to Canterbury Horticultural Society towards Operational costs.

Pauline Cotter/Mike Davidson

Carried

18. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Board Projects Funding - Community Pride Garden Awards and Youth Recreation Project

**Community Board Resolved PCBCC/2025/00082 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 2025-26 Discretionary Response Fund Application - Board Projects Funding - Community Pride Garden Awards and Youth Recreation Project 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 \$2,000 from its 2025/26 Discretionary Response Fund to the Waipapa Papanui-Innes-Central Community Board towards the Community Garden Pride Awards.
4. Allocates \$7,500 from its 2025/26 Discretionary Response Fund to the Waipapa Papanui-Innes-Central Community Board towards the Youth Recreation Project.

Pauline Cotter/Mike Davidson

Carried

19. Waipapa Papanui-Innes-Central Community Board - Governance Arrangements for 2025-2028

Community Board Resolved PCBCC/2025/00083

That the Waipapa Papanui-Innes-Central Community Board:

Consideration of a Casting Vote

3. Resolves that the Chairperson of the Board is not to have a casting vote.

Pauline Cotter/Jake McLellan

Carried

Community Board Resolved PCBCC/2025/00084

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central Community Board - Governance Arrangements for 2025-2028 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.

Ordinary Meetings Schedule

4. Adopts the following schedule of ordinary meetings for the Board's 2025-2028 term:

Mondays from 4pm (and Thursdays from 4pm where public holidays conflict) as below in the Board Room at Papanui Service Centre, 5 Restell Street, Christchurch:

2026	2027	2028
2 February	Thurs, 11 February	14 February
9 March	8 March	13 March
13 April	12 April	10 April
11 May	10 May	8 May
8 June	14 June	12 June
13 July	12 July	10 July
10 August	9 August	14 August
14 September	13 September	11 September
12 October	11 October	
9 November	8 November	
7 December	13 December	

5. Approves that the Board Chairperson and Community Governance Manager are jointly authorised to amend the Ordinary Meeting Schedule as necessary to meet circumstances as required, after consulting with the Board members, including adding, removing or changing meeting dates, times and locations.
6. Notes the holding of Board information sessions/workshops will be at the discretion of the Board Chairperson and Community Governance Manager and generally take place at the conclusion of a Board meeting, or:

Mondays from 4pm (and Thursdays from 4pm where public holidays conflict) as below:

2026	2027	2028
23 February	22 February	28 February
23 March	22 March	27 March
20 April	19 April	Thurs, 20 April
25 May	24 May	22 May
22 June	28 June	26 June
27 July	26 July	24 July
24 August	23 August	28 August
28 September	27 September	
19 October	18 October	
23 November	22 November	

Appointments and Delegations

7. Appoints Victoria Henstock as Board representative to the North West Christchurch Community Sporting Trust to serve as a trustee for the new triennium.
8. Appoints Emma Twaddell as Board representative to the Keep Christchurch Beautiful Committee and the Christchurch Beautifying Association.
9. Approves the Board Chairperson to represent the Board, or to appoint another representative (or additional representatives) of the Board, on any other group, committee, entity, or ad hoc process or event, of any kind that the Board is invited to participate in after consulting with the members.
10. Appoints a Recess Committee for the 2025-28 term as follows:
 - a. Terms of Reference are to allow Board business to continue to be conducted where it is reasonably necessary to do that over the recess period at the end of each year, crossing into the start of the next.
 - b. The Recess Committee is accordingly authorised to exercise the delegated powers of the Waipapa Papanui-Innes-Central Community Board for the period, throughout the 2025-28 term, following its last ordinary meeting of the calendar year up until the Board resumes its normal business the following year.
 - c. All Waipapa Papanui-Innes-Central Community Board members are members of its Recess Committee, though its quorum is two members.
 - d. The Recess Committee has the same Chairperson and Deputy Chairperson as the Board. However, if they are both unavailable at the time needed, the Community Governance Manager may appoint a Chairperson for the Recess Committee.
 - e. Any delegation exercised by the Recess Committee will be reported to the Board for record purposes.
 - f. Any meeting convened of the Recess Committee will be publicly notified, and the details forwarded to all Board members.
11. Re-establishes a Waipapa Papanui-Innes-Central Community Board Submissions Working Group for the 2025-28 term as follows:

- a. Terms of Reference are to develop submissions on behalf of the Waipapa Papanui-Innes-Central Community Board for relevant consultations as desired and practicable.
 - b. All Waipapa Papanui-Innes-Central Community Board members who are not also Councillors are appointed as members of the Submissions Working Group.
 - c. The quorum of the Submissions Working Group is two members, noting that it will operate on an informal basis for flexibility of timing in light of submission timeframes, with the option to meet via audio-visual link.
 - d. The Board Chairperson and Deputy Chairperson will fill these roles for the Submissions Working Group and are authorised to approve submissions on behalf of the Board, which will be subsequent to their development through the Submissions Working Group, where practicable.
 - e. The Board Chairperson (or a member they delegate to for this purpose) is authorised to:
 - i. appear and be heard at any hearing of submissions;
 - ii. approve when and how submission opportunities will be workshopped in consultation with the Community Governance Manager; and
 - iii. amend or withdraw a submission (after consulting with the members).
 - f. Any submissions to be reported to the Board for record keeping purposes.
12. The Submissions Working Group need not process filings into quasi-judicial and similar proceedings, allowing that where the Board has decided to participate in such proceedings, filings (including submissions) to these may be approved by the Board Chairperson or the member(s) appointed to appear in the proceedings (who may also approve their withdrawal or amendment, and any settlement arrangements).

Simon Britten/Pauline Cotter

Carried

20. Waipapa Papanui-Innes-Central Community Board Area Report - December 2025

**Community Board Resolved PCBCC/2025/00085 Officer Recommendations accepted
without change**

Part B

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Waipapa Papanui-Innes-Central Community Board Area Report - December 2025.

Simon Britten/Mike Davidson

Carried

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

Part B

Board members updated each other on recent events, and issues of relevance to the Board arising at Council, including in relation to:

- Papanui Bush mural
- Lancaster Park community centre opening
- Rangatahi Civic Awards
- Edgware Pool progress
- Community Liaison Hui

Mike Davidson left the meeting at 6.10 pm during consideration of Item 21.

Karakia Whakamutunga

Meeting concluded at 6.15 pm.

CONFIRMED THIS 2nd DAY OF FEBRUARY 2026

**SUNITA GAUTAM
CHAIRPERSON**