



Waipapa Papanui-Innes-Central Community Board OPEN MINUTES

Date: Thursday 11 September 2025
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
	Sunita Gautam
	Victoria Henstock
	Ali Jones
	Jake McLellan (via audio/visual link)
	John Miller
	Emma Twaddell

Principal Advisor

Stacey Holbrough
Acting Manager Community Governance
Tel: 941 8102
stacey.holbrough@ccc.govt.nz

Meeting Advisor

Mark Saunders
Community Board Advisor
Tel: 941 6436
mark.saunders@ccc.govt.nz
Website: www.ccc.govt.nz

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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/2025/00055

That the apology from Jake McLellan for lateness be accepted.

Emma Norrish/Sunita Gautam

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

Emma Norrish declared an interest in Item 14, Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Casebrook Intermediate School.

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

Part C

Community Board Resolved PCBCC/2025/00056

That the minutes of the Waipapa Papanui-Innes-Central Community Board meeting held on Thursday, 14 August 2025 be confirmed.

Ali Jones/Simon Britten

Carried

Jake McLellan joined the meeting at 4.04 pm during consideration of Item 4.

4. Public Forum Te Huinga Whānui

Part B

4.1 Georgia and Tayla Eagle

Georgia and Tayla Eagle reported back with the attached presentation on competing at the World Pipe Band Championships in Glasgow, which the Board supported through its Youth Development Fund.

Attachments

A Presentation - Georgia and Tayla Eagle 

5. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

5.1 Papanui Softball

Jereme Usselman spoke on behalf of Papanui Softball regarding Item 9, Urban Forest Tree Planting Plan for Papanui Domain.

5.2 Canterbury Rugby League and Papanui Rugby League Club

Mal Humm and Kanei Johnson spoke on behalf of Canterbury Rugby League and Papanui Rugby League Club regarding Item 9, Urban Forest Tree Planting Plan for Papanui Domain.

Jake McLellan left the meeting at 4.17 pm and returned at 4.29 pm during consideration of Item 5.

5.3 Jennifer Dalziel

Jennifer Dalziel spoke regarding Item 8, Shirley Community Facility.

5.4 Margaret Stewart

Margaret Stewart spoke regarding Item 8, Shirley Community Facility.

5.5 Joanna Gould

Joanna Gould spoke regarding Item 8, Shirley Community Facility.


Attachments

A Joanna Gould - Shirley Community Facility [⇒](#) 

5.6 Don Gould

Don Gould spoke to the attached presentation regarding Item 8, Shirley Community Facility

Attachments

A Don Gould - Shirley Community Facility Presentation [⇒](#) 

5.7 Jo Byrne

Jo Byrne spoke regarding Item 8, Shirley Community Facility.

5.8 We Are Richmond and Shirley Community Trust

Murray James and Jane Mitchell spoke on behalf of We Are Richmond and Shirley Community Trust respectively regarding Item 8, Shirley Community Facility.

Jake McLellan left the meeting at 5.11 pm during consideration of Item 5.

6. Presentation of Petitions Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. Briefings

7.1 Westminster Depot Development

The Council's Community Planning & Projects Manager and Pacific Community Liaison, together with Poasa Alaifea from the Pacific Community, briefed the Board, with the latter speaking to the attached presentation on the proposal for developing the Westminster Depot site as a Pacific Hub.

Attachments

A A Pacific Hub for Christchurch - Briefing Presentation [⇒](#) 

Jake McLellan returned the meeting at 5.47 pm during consideration of Item 8.

8. Shirley Community Facility

Board Consideration

The Board considered the deputations on this item (refer 5.3 - 5.8 of these minutes) before accepting the Officer Recommendations with a variation on Option Two, increasing the footprint by at least 100 square metres to make the centre large enough to contain three separate or separatable meeting/activity rooms.

The Board also added requests that staff investigate including in the final design the building elements listed in resolution 6, and noted that the rotunda (or another form of shelter) will be investigated by Parks staff as part of their redevelopment proposal for the reserve.

Officer Recommendations Ngā Tūtohu

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Shirley Community Facility 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. Acknowledges the mahi of the Shirley Working Group and thanks them for their contribution to the project.
4. Notes the Shirley Working Group's endorsement of the developed design for the Shirley Community Facility.
5. Approves:
 - a. option one, the developed design as endorsed by the Shirley Working Group as shown in Attachment A, for inclusion in the detailed design phase and associated comprehensive project cost report.Or;
 - b. option two, the developed design and extension to the building, as shown in Attachment B for inclusion in the detailed design phase and associated comprehensive project cost report.
6. Requests staff incorporate the proposed rotunda, as shown in Attachment C, for inclusion in the detailed design phase and associated comprehensive project cost report.
7. Requests staff to report back to the Board with the detailed design and comprehensive project cost report for approval.
8. Requests staff collaborate with the Parks Unit to ensure this project is integrated with the development of a landscape plan for Shirley Reserve, and to explore opportunities for delivery efficiencies.

Community Board Resolved PCBCC/2025/00057

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Shirley Community Facility 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. Acknowledges the mahi of the Shirley Working Group and thanks them for their contribution to the project.
4. Notes the Shirley Working Group's endorsement of the developed design (as outlined in Option One and in Attachment A to this report) for the Shirley Community Facility.
5. Approves the developed design with an increase to the footprint by at least 100 square metres to make the centre large enough to contain three separate or separatable meeting/activity rooms, while remaining within budget, for inclusion in the detailed design phase and associated comprehensive project cost report.
6. Requests that staff investigate:
 - a. constructing the building with an internal exposed raked ceiling;
 - b. including solar panels and a battery;
 - c. including an office space;
 - d. including and fitting a large screen.
7. Notes that Parks staff will include investigating a shelter/rotunda as part of their redevelopment proposal.
8. Requests staff to report back to the Board with the detailed design and associated project costings for approval.
9. Requests staff collaborate with the Parks Unit to ensure this project is integrated with the development of a landscape plan for Shirley Reserve, and to explore opportunities for delivery efficiencies.

Pauline Cotter/Sunita Gautam

Carried

Emma Norrish requested that her vote against the resolutions be recorded.

Jake McLellan left the meeting at 6.45 pm after the consideration of Item 8.

7.2 Surface Flooding Reduction Programme

The Council's Surface Water Engineers briefed the Board with the attached presentation on the Surface Flooding Reduction Programme.

Attachments

- A Surface Flooding Reduction Programme Briefing Presentation 

Pauline Cotter left the meeting at 7.03 pm and returned at 7.05 pm during consideration of Item 7.2.

9. Urban Forest Tree Planting Plan for Papanui Domain

Board Consideration

The Board considered the submissions and deputations on this item (refer 5.1 - 5.2 of these minutes) before accepting the Officer Recommendations.

Community Board Resolved PCBCC/2025/00058 Officer Recommendations accepted without change

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Urban Forest Tree Planting Plan for Papanui Domain 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 planting and removal of trees within Papanui Domain in alignment with the planting plan at Attachment A to the report.

Emma Norrish/Victoria Henstock

Carried

10. Windermere Road - Proposed No Stopping Restrictions

Community Board Resolved PCBCC/2025/00059 Officer Recommendations accepted without change

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Windermere Road - Proposed No Stopping Restrictions 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, the stopping of vehicles be prohibited at any time on the western side of Windermere Road, commencing at a point 139 metres north-west of its intersection with Blighs Road and extending in a north-westerly direction for a distance of 24 metres, as detailed Attachment A (Plan 1365824, Issue 2, dated 04/08/2025) to the report.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in 3 and 4 are in place (or removed in the case of revocations).

Victoria Henstock/Emma Norrish

Carried

11. Sails Street - Proposed No Stopping Restrictions

Community Board Resolved PCBCC/2025/00060 Officer Recommendations accepted without change

Part C

That the Waipapa Papanui-Innes-Central Community Board:

1. Receives the information in the Sails Street - Proposed No Stopping Restrictions 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, the stopping of vehicles be prohibited at any time on the eastern side of Sails Street, commencing at its intersection with Harewood Road and extending in a north-easterly direction for a distance of 40 metres, as detailed on Attachment A (Plan 1366313, Issue 2, dated 4/8/2025) to the report on the meeting agenda.
5. Approves that these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in 3 and 4 are in place (or removed in the case of revocations).

Victoria Henstock/Emma Norrish

Carried

12. Waipapa Papanui-Innes-Central Discretionary Response Fund - Summer with your neighbours 2025-26

Community Board Resolved PCBCC/2025/00061 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 Discretionary Response Fund - Summer with your neighbours 2025-26 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 its 2025-26 Summer with your neighbours as follows:

	Applicant	Activity	No. attending	Board decision
1	Gisele Aynsley	Street get together	15	\$37.50
2	Stacey Barnden	Street BBQ	45	\$110.00
3	Catherine Blummont	Morning tea with coffee and cake	10	\$25.00

4	Libby Brazier	Family Day	200	\$200.00
5	Barry Brooker	Community BBQ	80	\$200.00
6	Jodie Cameron	Christmas Family Celebration	150	\$200.00
7	Rachel Crawford	Neighbourhood BBQ	40	\$85.00
8	Rachel Crawford We are Richmond	Community BBQ and Planting day at Petrie Park	80	\$200.00
9	Lisa Cummins	Street BBQ	30	\$75.00
10	Rene Demegilio	Neighbourhood Bingo and BBQ	80	\$190.00
11	Maureen Donovan	Christmas BBQ	65	\$150.00
12	Chris Duncan	Neighbourhood get together	50	\$75.00
13	Murray Edlin	Street BBQ	30	75.00
14	Ginny Fagan	Neighbourhood BBQ Lunch	20	\$50.00
15	Mark Henshaw	Annual Street BBQ	60	\$150.00
16	Morgane Honore	Community sourdough pizza party and food resilience workshop	100	\$200.00
17	Margaret Johns	Neighbourhood get together	50	\$120.00
18	Anneke Kamo	Christmas BBQ	25	\$62.50
19	Geetha Kopparapu	Neighbourhood get together	60	\$150.00
20	Max Lucas	Christmas BBQ	120	\$200.00
21	Steven Muir	Garden planting and afternoon tea	40	\$100.00
22	Janita Patrick	Neighbourhood BBQ and family activities	40	\$100.00
23	Ann Powley	Community BBQ dinner	100	\$200.00
24	Tony Ralfe	Summer BBQ gathering	30	\$70.00
25	Christine Rankin	Evening BBQ	17	\$42.50
26	Kristine Spoor	Teddy Bear Picnic	100	\$200.00
27	Elizabeth van Til	Christmas carols	150	\$150.00
28	Graham Wagener	Sausage sizzle block party	40	\$100.00
29	Vivian Wang	Pizza party	50	\$125.00
30	Sarah Watson	Neighbourhood BBQ	35	\$87.50
Late applications				
31	Carolyn Jones	20 th Annual Street BBQ	60	\$150.00
32	Gina Lyall	BBQ Lunch	25	\$62.50
33	Jean Scott	Community Working Bee and BBQ	80	\$150.00

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 2025-26 Summer with your Neighbours to the Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund.
6. Return any funding that is unclaimed by the successful applicants from the Waipapa Papanui-Innes-Central 2025-26 Summer with your Neighbours back to the Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund.

Pauline Cotter/Ali Jones

Carried

13. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Shirley Rugby League Club

Community Board Resolved PCBCC/2025/00062 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 - Shirley Rugby League Club 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 \$6,000 from its 2025/26 Discretionary Response Fund to Shirley Rugby League Football Club Inc, towards Stage 1 of the Feasibility Study for the relocation of the Shirley Hawks Clubrooms project.

Emma Norrish/Ali Jones

Carried

Simon Britten assumed the Chair for consideration of Item 14.

14. Waipapa Papanui-Innes-Central 2025-26 Discretionary Response Fund Application - Casebrook Intermediate School

Community Board Resolved PCBCC/2025/00063 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 - Casebrook Intermediate School 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 \$2,700 from its 2025/26 Discretionary Response Fund to Casebrook Intermediate towards Sound system and staging costs.

John Miller/Ali Jones

Carried

Emma Norrish declared an interest in this Item and took no part in any discussion or voting.

Emma Norrish returned to the Chair.

15. Waipapa Papanui-Innes-Central Community Board Area Report - September 2025

**Community Board Resolved PCBCC/2025/00064 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 - September 2025.

Pauline Cotter/Ali Jones

Carried

16. Valedictories

A valedictory speech was presented by Emma Norrish.

17. 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:

- Weston Road works
- Grassmere Estate development matters
- Welcoming Week events

Karakia Whakamutunga

Meeting concluded at 7.25 pm.

**CONFIRMED THIS 16TH DAY OF SEPTEMBER 2025 BY THE CHAIRPERSON AND CHIEF
EXECUTIVE'S REPRESENTATIVE PURSUANT TO STANDING ORDER 23.4**

**EMMA NORRISH
CHAIRPERSON**

**STACEY HOLBROUGH
ACTING COMMUNITY GOVERNANCE MANAGER**