
Waikura/Linwood-Central-Heathcote Community Board AGENDA

Notice of Meeting:

An ordinary meeting of the Waikura/Linwood-Central-Heathcote Community Board will be held on:

Date: Monday 31 August 2020
Time: 3:30pm
Venue: The Board Room, 180 Smith Street,
Linwood

Membership

Chairperson	Alexandra Davids
Members	Darrell Latham
	Tim Lindley
	Michelle Lomax
	Jake McLellan
	Jackie Simons
	Sara Templeton
	Yani Johanson

26 August 2020

Arohanui Grace
Manager Community Governance, Linwood-Central-Heathcote
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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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Ōtautahi-Christchurch is a city of opportunity for all

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

Principles

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

Resilient communities Strong sense of community Active participation in civic life Safe and healthy communities Celebration of our identity through arts, culture, heritage, sport and recreation Valuing the voices of all cultures and ages (including children)	Liveable city Vibrant and thriving city centre Sustainable suburban and rural centres A well connected and accessible city promoting active and public transport Sufficient supply of, and access to, a range of housing 21st century garden city we are proud to live in	Healthy environment Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste	Prosperous economy Great place for people, business and investment An inclusive, equitable economy with broad-based prosperity for all A productive, adaptive and resilient economic base Modern and robust city infrastructure and community facilities
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Strategic Priorities

Enabling active and connected communities to own their future	Meeting the challenge of climate change through every means available	Ensuring a high quality drinking water supply that is safe and sustainable	Accelerating the momentum the city needs	Ensuring rates are affordable and sustainable
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Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with the community and partners	Strategies, Plans and Partnerships	Long Term Plan and Annual Plan	Our service delivery approach	Monitoring and reporting on our progress
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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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Karakia Timatanga

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 Waikura/Linwood-Central-Heathcote Community Board meeting held on [Monday, 17 August 2020](#) be confirmed (refer page 5).

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.

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.

5.1 Avebury House – Lease Agreement to Manage Avebury House as a Community Building

Hayley Guglietta, Treasurer and Tanya Didham, Manager will speak on behalf of Avebury House Community Trust.

6. Presentation of Petitions / Ngā Pākikitanga

There were no petitions received at the time the agenda was prepared.

Waikura/Linwood-Central-Heathcote Community Board OPEN MINUTES

Date: Monday 17 August 2020
Time: 3:31pm
Venue: The Board Room, 180 Smith Street,
Linwood

Present

Chairperson
Members

Alexandra Davids
Darrell Latham
Tim Lindley
Michelle Lomax
Jake McLellan
Sara Templeton
Yani Johanson

17 August 2020

Arohanui Grace
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Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

Karakia Timatanga:

The agenda was dealt with in the following order.

1. Apologies / Ngā Whakapāha

Part C

Community Board Resolved LCHB/2020/00068

That an apology for absence from Jackie Simons be received and an apology for lateness from Yani Johanson be received.

Sara Templeton/Jake McLellan

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 LCHB/2020/00069

That the minutes of the Waikura/Linwood-Central-Heathcote Community Board meeting held on Monday, 3 August 2020 be confirmed.

Darrell Latham/Tim Lindley

Carried

4. Public Forum / Te Huīnga Whānui

Part B

There were no public forum presentations.

5. Deputations by Appointment / Ngā Huīnga Whakaritenga

Part B

There were no deputations by appointment.

6. Presentation of Petitions / Ngā Pākikitanga

Part B

There was no presentation of petitions.

11. Waikura/Linwood-Central-Heathcote 2020/21 Strengthening Communities Fund Report

Officer Recommendations / Ngā Tūtohu

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approve the 2020/21 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Recommendation
61138	Anglican Diocese of Christchurch - Parish of Linwood-Aranui	Community Outreach Facilitator	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Anglican Diocese of Christchurch - Parish of Linwood-Aranui towards the Community Outreach Facilitator for wages.
61023	Avon Loop Planning Association	Administration of Community Cottage and Events	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Avon Loop Planning Association towards Administration of Community Cottage and Events for cleaning costs, power and insurance.
61584	Community Watch City to Sumner Incorporated	Patrolling	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$750 from the Strengthening Communities Fund 2020/21 to Community Watch City to Sumner Incorporated towards Patrolling for meeting food costs for volunteers.
61013	Richmond Keas Softball Inc	Equipment to facilitate softball participation	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Richmond Keas Softball Inc. towards equipment to facilitate softball participation.

61546	Shirley Playcentre	Wages for Co-ordinators	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$500 from the Strengthening Communities Fund 2020/21 to Shirley Playcentre towards Wages for their session coordinators.
61541	Shirley Tennis Club Incorporated	School Tennis Coaching Programme 2020	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$500 from the Strengthening Communities Fund 2020/21 to Shirley Tennis Club Incorporated towards School Tennis Coaching Programme 2020.
61558	Addington.net	TechMate	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$7,000 from the Strengthening Communities Fund 2020/21 to Addington.net towards TechMate for staff wages.
61171	Anglican Care Community Development	Linwood & Sydenham Community Development	That the Linwood-Central-Heathcote Community Board resolve to approve the making of a grant of \$73,000 from its Strengthening Communities Fund 2020/21 to Anglican Care Community Development towards Linwood & Sydenham Community Development for: The Linwood Resource Centre Community Development Worker wages (\$28,000); The Linwood Resource Centre Men's Community Development Worker wages (\$15,000); The Sydenham Family Community Development Worker wages and programme costs (\$30,000).
61288	Avebury House Community Trust	Avebury House	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$37,000 from the Strengthening Communities Fund 2020/21 to Avebury House Community Trust towards Avebury House for staff wages and administration overheads.

61157	Bromley Community Association Incorporated	Centre Programmes - Old and New	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$49,000 from the Strengthening Communities Fund 2020/21 to Bromley Community Association Incorporated towards Centre Programmes - Old and New for staff wages and programme costs.
60991	Christchurch South Community Gardens Trust	Christchurch South Community Gardens	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,500 from the Strengthening Communities Fund 2020/21 to Christchurch South Community Gardens Trust towards Christchurch South Community Gardens for salaries and wages, administration, telephone, internet and vehicle expenses.
61162	Heathcote Valley Community Association Inc	Engage and Connect Heathcote Community - Project Support worker	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Heathcote Valley Community Association Inc towards Engage and Connect Heathcote Community - Project Support Worker for wages and running costs.
60998	Opawaho Trust	Youth Work in South-East Christchurch	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Ōpāwaho Trust towards Youth Work in South-East Christchurch for youth worker wages, volunteer recognition, venue costs and activity materials.
61301	Phillipstown Community Centre Charitable Trust	A Safe and Connected Phillipstown	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$44,000 from its Strengthening Communities Fund 2020/21 to Phillipstown Community Centre Charitable Trust towards Safe and Connected Phillipstown for staff wages.

61121	Shoreline Youth Trust	Shoreline Youth Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$15,000 from the Strengthening Communities Fund 2020/21 to Shoreline Youth Trust towards Shoreline Youth Trust for wages for the Manager and Coordinator role, expenses for the programmes and events and operational costs for Fuse.
61386	Strengthening Linwood Youth Trust	Salaries, Program Costs/Mentoring, Staff Support	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$49,000 from the Strengthening Communities Fund 2020/21 to Strengthening Linwood Youth Trust for Salaries, Program Costs/Mentoring, Staff Support.
61326	Sumner Community Residents Association	SCRA Hub project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$12,000 from the Strengthening Communities Fund 2020/21 to Sumner Community Residents Association towards the SCRA Hub Project.
61473	Te Whare Roimata Trust	ICE/Linwood Neighbourhood Development Project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$66,000 from the Strengthening Communities Fund 2020/21 to Te Whare Roimata Trust towards ICE/Linwood Neighbourhood Development Project for the wages of the Community Arts Development Coordinator, Smith Street Gardens Coordinator, Older Persons' Project Coordinator and the Gold Coin Cafe Coordinator.
61066	Te Whare Roopu o Oterepo - Waltham Community Cottage	Waltham Community Cottage	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$54,000 from the Strengthening Communities Fund 2020/21 to Te Whare Roopu o Oterepo - Waltham Community Cottage towards Waltham Community Cottage for staff wages.

60985	Te Whare Taonga O Nga Iwi Katoa Linwood Resource Centre	Linwood Resource Centre, Community Gardens, Community and Menz Shed	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Te Whare Taonga o Nga Iwi Katoa Linwood Resource Centre towards Linwood Resource Centre, Community Gardens, Community and Menz Shed for wages, volunteer recognition, materials, workshops and operational costs.
61547	Wainoni Avonside Community Services Trust (WACST)	Wainoni Avonside Community Services Trust (WACST)	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Wainoni Avonside Community Services Trust (WACST) towards Wainoni Avonside Community Services Trust (WACST) for wages, rent, venue hire and administration (telephone & stationery).
61113	Woolston Development Project Inc	Community Support and Operational Costs	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$22,000 from the Strengthening Communities Fund 2020/21 to Woolston Development Project Inc towards Community Support and Operational Costs for wages, programme costs, advertising, utilities, volunteer expenses and recognition.
61048	Avonside Community Hub	Avonside Community Hub	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$4,000 from the Strengthening Communities Fund 2020/21 to Avonside Community Hub towards Avonside Community Hub for activity costs.

61328	Cashmere Technical Football Club Inc	Operations Manager	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Cashmere Technical Football Club Inc towards an Operations Manager for wages.
61029	Community Focus Trust	Community Development	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Community Focus Trust towards Community Development for the Trust Manager wages.
61102	Compassion Trust	Compassion Trust Financial Mentoring (Budgeting) Service	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Compassion Trust towards Compassion Trust Financial Mentoring (Budgeting) Service for staff wages, rent and volunteer recognition.
61264	Delta Community Support Trust	Community Advocacy	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Delta Community Support Trust towards Community Advocacy for wages.
61030	Drug-ARM Christchurch	Art-East	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,000 from the Strengthening Communities Fund 2020/21 to Drug-ARM Christchurch towards Art-East for wages.
61160	Ferrymead Bays Football Club	The provision for amateur football as sport/recreation in Christchurch	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Ferrymead Bays Football Club towards The Provision for Amateur Football as Sport/Recreation in Christchurch for wages and power.

61132	Heathcote Cricket Club Inc.	Junior Cricket Project Coordination	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Heathcote Cricket Club Inc towards Junior Cricket Project Coordination for wages.
60989	Kimihia Early Learning Trust	Whanau participation and engagement	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$4,000 from the Strengthening Communities Fund 2020/21 to Kimihia Early Learning Trust towards Whānau Participation and Engagement for hui sessions.
61125	Linwood Avenue Community Corner Trust	Community Activities	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$13,000 from the Strengthening Communities Fund 2020/21 to Linwood Avenue Community Corner Trust towards Community Activities for Wages, Activity Costs and Volunteer Expenses.
61384	Linwood Rugby League Football Club Inc	Linwood Rugby League Football Club Inc	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Linwood Rugby League Football Club Inc towards Linwood Rugby League Football Club Inc for volunteer recognition and playing and training equipment and gear.
61315	Mt Pleasant Memorial Community Centre and Residents' Association Incorporated	Mt. Pleasant Community Centre Development Project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,500 from the Strengthening Communities Fund 2020/21 to Mt Pleasant Memorial Community Centre and Residents' Association Incorporated towards Mt. Pleasant Community Centre Development Project for wages, Estuary Festival 2021 and the community garden.

61522	Otautahi Sports Association	Kindclub and Hauora Co-ordinator and Club Development Programme	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Otautahi Sports Association towards Kindred Club and Hauora Coordinator and Club Development Programme.
61532	Packe Street Park and Community Garden	Ongoing Maintenance and Improvement of Packe Street Park	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,300 from the Strengthening Communities Fund 2020/21 to Packe Street Park and Community Garden towards Ongoing Maintenance and Improvement of Packe Street Park for equipment, materials and Coordinator wages.
61031	Pioneer Basketball Club Incorporated	Low decile in school basketball coaching	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$1,200 from the Strengthening Communities Fund 2020/21 to Pioneer Basketball Club Incorporated towards Low Decile in School Basketball Coaching.
61586	PIPS Pregnancy Infancy Parenting Support Trust	Bumps and Bubs Support Group and Volunteer Support	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,500 from the Strengthening Communities Fund 2020/21 to PIPS Pregnancy Infancy Parenting Support Trust towards Bumps and Bubs Support Group and Volunteer Support for Coordinator wages, rent and volunteer recognition.
61208	Redcliffs Tennis Club	Junior Tennis	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Redcliffs Tennis Club towards Junior Tennis for the purchase of tennis balls and towards coaching fees for the Junior programmes.

61422	Richmond Community Garden Trust	Richmond Community Garden	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Richmond Community Garden Trust towards Richmond Community Garden for the salary of their Community Development Worker.
61335	Roimata Commons Trust	Roimata Commons Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Roimata Commons Trust towards Roimata Commons Trust for wages, volunteer costs, equipment and workshops.
61538	Southern Districts Cricket Club Inc	Mass participation in sport and community	That the Waikura/Linwood-Central-Heathcote Community Board make a grant of \$1,800 from the Strengthening Communities Fund 2020/21 to Southern Districts Cricket Club Inc towards the Mass Participation in Sport and Community project.
61024	Sumner Bays Union Trust	Sumner Bays Union Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund for 2020/21 to Sumner Bays Union Trust towards the Sumner Bay Union Trust projects.
61100	Te Mapua Child and Youth Trust	Support for Vulnerable Children, Youth and Families	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,000 from the Strengthening Communities Fund 2020/21 to Te Mapua Child and Youth Trust towards Support for Vulnerable Children, Youth and Families for wages.

61284	The Linfield Cultural Recreational Sports Club Inc	KiwiSport	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to The Linfield Cultural Recreational Sports Club Inc towards KiwiSport for delivering the KiwiSport program.
60986	Woolston Boxing Club Incorporated	Amateur Boxing - Community Sports Club	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant to Woolston Boxing Club Incorporated from its Strengthening Communities Fund for 2020/21 of \$1,500, 2021/22 of \$1,500, 2022/23 of \$1,500 towards sets of boxing gloves for amateur boxing.
61103	Woolston Community Association Inc.	Woolston Community Centre	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Woolston Community Association Inc towards Woolston Community Centre for wages, volunteer expenses, admin, utilities and programmes/events.

2. Decline the 2020/21 Strengthening Communities Fund applications outlined in the following schedule:

No	Organisation Name	Project	Recommendation
61468	Otautahi Creative Spaces Trust	Linwood Library Adventures - Bridging the Gaps	That the Waikura/Linwood-Central-Heathcote Community Board declines the application from the Otautahi Creative Spaces Trust for the Linwood Library Adventures - Bridging the Gaps.
61606	Ultimate Martial Arts Fighting Incorporated	Account costs	That the Waikura/Linwood-Central-Heathcote Community Board declines the application from the Ultimate Martial Arts Fighting Incorporated for the account auditing costs.

60961	Christchurch Collective for the Homeless	Homeless Kaupapa	That the Waikura/Linwood-Central-Heathcote Community Board declines the application to the Strengthening Communities Fund 2020/21 from the Christchurch Collective for the Homeless Charitable Trust for Homeless Kaupapa.
61017	Graeme Dingle Foundation Canterbury	Kiwi Can and Stars Delivery in Linwood	That the Waikura/Linwood-Central-Heathcote Community Board declines the application from the Graeme Dingle Foundation Canterbury for the Kiwi Can and Stars Delivery in Linwood.

3. Approve the transfer of \$148,059 to the Waikura/Linwood-Central-Heathcote 2020/21 Discretionary Response Fund.

Community Board Resolved LCHB/2020/00070

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approves the 2020/21 Strengthening Communities Fund grants outlined in the following schedule:

No	Organisation Name	Project	Recommendation
61138	Anglican Diocese of Christchurch - Parish of Linwood-Aranui	Community Outreach Facilitator	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Anglican Diocese of Christchurch - Parish of Linwood-Aranui towards the Community Outreach Facilitator for wages.
61023	Avon Loop Planning Association	Administration of Community Cottage and Events	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Avon Loop Planning Association towards Administration of Community Cottage and Events for cleaning costs, power and insurance.

61584	Community Watch City to Sumner Incorporated	Patrolling	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$750 from the Strengthening Communities Fund 2020/21 to Community Watch City to Sumner Incorporated towards Patrolling for meeting food costs for volunteers.
61013	Richmond Keas Softball Inc	Equipment to facilitate softball participation	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Richmond Keas Softball Inc. towards equipment to facilitate softball participation.
61546	Shirley Playcentre	Wages for Co-ordinators	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$1,000 from the Strengthening Communities Fund 2020/21 to Shirley Playcentre towards Wages for their session coordinators.
61541	Shirley Tennis Club Incorporated	School Tennis Coaching Programme 2020	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$500 from the Strengthening Communities Fund 2020/21 to Shirley Tennis Club Incorporated towards School Tennis Coaching Programme 2020.
61558	Addington.net	TechMate	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,000 from the Strengthening Communities Fund 2020/21 to Addington.net towards TechMate for staff wages.

61171	Anglican Care Community Development	Linwood & Sydenham Community Development	That the Linwood-Central-Heathcote Community Board resolve to approve the making of a grant of \$73,000 from its Strengthening Communities Fund 2020/21 to Anglican Care Community Development towards Linwood & Sydenham Community Development for: The Linwood Resource Centre Community Development Worker wages (\$28,000); The Linwood Resource Centre Men's Community Development Worker wages (\$15,000); The Sydenham Family Community Development Worker wages and programme costs (\$30,000).
61288	Avebury House Community Trust	Avebury House	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$37,000 from the Strengthening Communities Fund 2020/21 to Avebury House Community Trust towards Avebury House for staff wages and administration overheads.
61157	Bromley Community Association Incorporated	Centre Programmes - Old and New	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$49,000 from the Strengthening Communities Fund 2020/21 to Bromley Community Association Incorporated towards Centre Programmes - Old and New for staff wages and programme costs.
60991	Christchurch South Community Gardens Trust	Christchurch South Community Gardens	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Christchurch South Community Gardens Trust towards Christchurch South Community Gardens for salaries and wages, administration, telephone, internet and vehicle expenses.

61162	Heathcote Valley Community Association Inc	Engage and Connect Heathcote Community - Project Support worker	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Heathcote Valley Community Association Inc towards Engage and Connect Heathcote Community - Project Support Worker for wages and running costs.
60998	Opawaho Trust	Youth Work in South-East Christchurch	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Ōpāwaho Trust towards Youth Work in South-East Christchurch for youth worker wages, volunteer recognition, venue costs and activity materials.
61301	Phillipstown Community Centre Charitable Trust	A Safe and Connected Phillipstown	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$44,000 from its Strengthening Communities Fund 2020/21 to Phillipstown Community Centre Charitable Trust towards Safe and Connected Phillipstown for staff wages.
61121	Shoreline Youth Trust	Shoreline Youth Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$15,000 from the Strengthening Communities Fund 2020/21 to Shoreline Youth Trust towards wages for the Manager and Coordinator role, expenses for the programmes and events and operational costs for Fuse.
61386	Strengthening Linwood Youth Trust	Salaries, Program Costs/Mentoring, Staff Support	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$49,000 from the Strengthening Communities Fund 2020/21 to Strengthening Linwood Youth Trust for Salaries, Program Costs/Mentoring, Staff Support.

61326	Sumner Community Residents Association	SCRA Hub project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$12,000 from the Strengthening Communities Fund 2020/21 to Sumner Community Residents Association towards the SCRA Hub Project.
61066	Te Whare Roopu o Oterepo - Waltham Community Cottage	Waltham Community Cottage	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$60,000 from the Strengthening Communities Fund 2020/21 to Te Whare Roopu o Oterepo - Waltham Community Cottage towards Waltham Community Cottage for staff wages.
60985	Te Whare Taonga O Nga Iwi Katoa Linwood Resource Centre	Linwood Resource Centre, Community Gardens, Community and Menz Shed	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Te Whare Taonga o Nga Iwi Katoa Linwood Resource Centre towards Linwood Resource Centre, Community Gardens, Community and Menz Shed for wages, volunteer recognition, materials, workshops and operational costs.
61547	Wainoni Avonside Community Services Trust (WACST)	Wainoni Avonside Community Services Trust (WACST)	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Wainoni Avonside Community Services Trust (WACST) towards for wages, rent, venue hire and administration (telephone & stationery).

61113	Woolston Development Project Inc	Community Support and Operational Costs	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$22,000 from the Strengthening Communities Fund 2020/21 to Woolston Development Project Inc towards Community Support and Operational Costs for wages, programme costs, advertising, utilities, volunteer expenses and recognition.
61048	Avonside Community Hub	Avonside Community Hub	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$4,000 from the Strengthening Communities Fund 2020/21 to Avonside Community Hub towards activity costs.
61328	Cashmere Technical Football Club Inc	Operations Manager	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Cashmere Technical Football Club Inc towards an Operations Manager for wages.
61029	Community Focus Trust	Community Development	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Community Focus Trust towards Community Development for the Trust Manager wages.
61102	Compassion Trust	Compassion Trust Financial Mentoring (Budgeting) Service	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Compassion Trust towards Compassion Trust Financial Mentoring (Budgeting) Service for staff wages, rent and volunteer recognition.

61264	Delta Community Support Trust	Community Advocacy	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Delta Community Support Trust towards Community Advocacy for wages.
61030	Drug-ARM Christchurch	Art-East	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,000 from the Strengthening Communities Fund 2020/21 to Drug-ARM Christchurch towards Art-East for wages.
61160	Ferrymead Bays Football Club	The provision for amateur football as sport/recreation in Christchurch	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Ferrymead Bays Football Club towards The Provision for Amateur Football as Sport/Recreation in Christchurch for wages and power.
61132	Heathcote Cricket Club Inc.	Junior Cricket Project Coordination	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Heathcote Cricket Club Inc towards Junior Cricket Project Coordination for wages.
60989	Kimihia Early Learning Trust	Whanau participation and engagement	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$4,000 from the Strengthening Communities Fund 2020/21 to Kimihia Early Learning Trust towards Whānau Participation and Engagement for hui sessions.

61125	Linwood Avenue Community Corner Trust	Community Activities	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$13,000 from the Strengthening Communities Fund 2020/21 to Linwood Avenue Community Corner Trust towards Community Activities for Wages, Activity Costs and Volunteer Expenses.
61384	Linwood Rugby League Football Club Inc	Linwood Rugby League Football Club Inc	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to Linwood Rugby League Football Club Inc for volunteer recognition and playing and training equipment and gear.
61315	Mt Pleasant Memorial Community Centre and Residents' Association Incorporated	Mt. Pleasant Community Centre Development Project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$8,500 from the Strengthening Communities Fund 2020/21 to Mt Pleasant Memorial Community Centre and Residents' Association Incorporated towards Mt. Pleasant Community Centre Development Project for wages, Estuary Festival 2021 and the community garden.
61522	Otautahi Sports Association	Kindclub and Hauora Co-ordinator and Club Development Programme	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5,000 from the Strengthening Communities Fund 2020/21 to Ōtautahi Sports Association towards Kindred Club and Hauora Coordinator and Club Development Programme.

61532	Packe Street Park and Community Garden	Ongoing Maintenance and Improvement of Packe Street Park	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,500 from the Strengthening Communities Fund 2020/21 to Packe Street Park and Community Garden towards Ongoing Maintenance and Improvement of Packe Street Park for equipment, materials and Coordinator wages.
61031	Pioneer Basketball Club Incorporated	Low decile in school basketball coaching	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$1,200 from the Strengthening Communities Fund 2020/21 to Pioneer Basketball Club Incorporated towards Low Decile in School Basketball Coaching.
61586	PIPS Pregnancy Infancy Parenting Support Trust	Bumps and Bubs Support Group and Volunteer Support	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,500 from the Strengthening Communities Fund 2020/21 to PIPS Pregnancy Infancy Parenting Support Trust towards Bumps and Bubs Support Group and Volunteer Support for Coordinator wages, rent and volunteer recognition.
61208	Redcliffs Tennis Club	Junior Tennis	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$2,000 from the Strengthening Communities Fund 2020/21 to Redcliffs Tennis Club towards Junior Tennis for the purchase of tennis balls and towards coaching fees for the Junior programmes.
61422	Richmond Community Garden Trust	Richmond Community Garden	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Richmond Community Garden Trust for the salary of their Community Development Worker.

61335	Roimata Commons Trust	Roimata Commons Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund 2020/21 to Roimata Commons Trust for wages, volunteer costs, equipment and workshops.
61538	Southern Districts Cricket Club Inc	Mass participation in sport and community	That the Waikura/Linwood-Central-Heathcote Community Board make a grant of \$1,800 from the Strengthening Communities Fund 2020/21 to Southern Districts Cricket Club Inc towards the Mass Participation in Sport and Community project.
61024	Sumner Bays Union Trust	Sumner Bays Union Trust	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$9,000 from the Strengthening Communities Fund for 2020/21 to Sumner Bays Union Trust towards Trust projects.
61100	Te Mapua Child and Youth Trust	Support for Vulnerable Children, Youth and Families	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Te Mapua Child and Youth Trust towards Support for Vulnerable Children, Youth and Families for wages.
61284	The Linfield Cultural Recreational Sports Club Inc	KiwiSport	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$3,000 from the Strengthening Communities Fund 2020/21 to The Linfield Cultural Recreational Sports Club Inc towards KiwiSport for delivering the KiwiSport program.

60986	Woolston Boxing Club Incorporated	Amateur Boxing - Community Sports Club	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant to Woolston Boxing Club Incorporated from its Strengthening Communities Fund for 2020/21 of \$1,500, 2021/22 of \$1,500, 2022/23 of \$1,500 towards boxing gloves for amateur boxing.
61103	Woolston Community Association Inc.	Woolston Community Centre	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$10,000 from the Strengthening Communities Fund 2020/21 to Woolston Community Association Inc towards Woolston Community Centre for wages, volunteer expenses, admin, utilities and programmes/events.
61017	Graeme Dingle Foundation Canterbury	Kiwi Can and Stars Delivery in Linwood	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$13,000 from the Strengthening Communities Fund 2020/21 to Graeme Dingle Foundation Canterbury for the Kiwi Can and Stars Delivery in Linwood.

2. Decline the 2020/21 Strengthening Communities Fund application outlined in the following schedule:

No	Organisation Name	Project	Recommendation
61468	Ōtautahi Creative Spaces Trust	Linwood Library Adventures - Bridging the Gaps	That the Waikura/Linwood-Central-Heathcote Community Board declines the application from the Ōtautahi Creative Spaces Trust for the Linwood Library Adventures - Bridging the Gaps.

3. Approves the allocation of \$114,859 from the 2020/21 Strengthening Communities Fund to establish the Waikura/Linwood-Central-Heathcote 2020/21 Discretionary Response Fund.
4. Requests that following funding applications be referred to the Waikura/Linwood-Central-Heathcote 2020/21 Discretionary Response Fund:

- a. Funding application 61606 - Ultimate Martial Arts Fighting Incorporated (Account Auditing)
- b. Funding application 60961 - Homeless Collective for homeless kaupapa.

Sara Templeton/Tim Lindley

Carried

Community Board Resolved LCHB/2020/00071

61473	Te Whare Roimata Trust	ICE/Linwood Neighbourhood Development Project	That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$76,000 from the Strengthening Communities Fund 2020/21 to Te Whare Roimata Trust towards ICE/Linwood Neighbourhood Development Project for the wages of the Community Arts Development Coordinator, Smith Street Gardens Coordinator, Older Persons' Project Coordinator and the Gold Coin Cafe Coordinator.
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Jake McLellan/Sara Templeton

Carried

Michelle Lomax requested that her vote against the resolution be recorded.
Yani Johanson requested that his vote against the resolution be recorded.

Sara Templeton left the meeting at 4:02 p.m.

7. Linwood/Eastgate Public Transport Hub - Landscape Plan

Community Board Resolved LCHB/2020/00072 (Original staff recommendation accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approve the landscape plan for the Linwood/Eastgate Public Transport Hub, as per **Attachment A to the agenda report.**

Michelle Lomax/Darrell Latham

Carried

8. Bromley Old School Reserve - basketball court

Community Board Resolved LCHB/2020/00073 (Original staff recommendation accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approve the extension of the existing basketball court to create a full basketball court at Bromley Old School Reserve (**refer Attachment A to the agenda report**).

Yani Johanson/Tim Lindley

Carried

Yani Johanson left the meeting at 4:21 pm.

Yani Johanson returned to the meeting at 4:22 pm.

9. Richmond Hill Road - New Footpath

Community Board Resolved LCHB/2020/00074 (Original staff recommendation accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approve the concept plan for the construction of a new footpath on road reserve and Residential Red Zone land along the alignment as shown in Attachment A to the agenda report.

Darrell Latham/Jake McLellan

Carried

12. Waikura/Linwood-Central-Heathcote 2020/21 Discretionary Response Fund - Community Board Projects

Community Board Resolved LCHB/2020/00075 (Original staff recommendations accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approves an allocation of \$6,000 from its 2020/21 Discretionary Response Fund to towards Summer with your Neighbours 2020/2021.
2. Approves an allocation of \$14,000 from its 2020/21 Discretionary Response Fund towards the Light Bulb Moments Fund and establishes this fund.
3. Approves an allocation of \$5,000 from its 2020/21 Discretionary Response Fund towards the Youth Development Fund and establishes this fund.
4. Approves an allocation of \$22,000 from its 2020/21 Discretionary Response Fund towards the Community Recreation Events.
5. Approves an allocation of \$6,000 from its 2020/21 Discretionary Response Fund towards the Community Awards.
6. Approves an allocation of \$5,000 from its 2020/21 Discretionary Response Fund towards Communicating with the Community.

Jake McLellan/Michelle Lomax

Carried

10. Proposed no stopping restriction at existing bus stop beside 284 Manchester Street

Community Board Resolved LCHB/2020/00076 (Original staff recommendations accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board approves:

1. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. That the stopping of vehicles is prohibited at all times on the east side of Manchester Street (beside 284 Manchester Street) commencing at approximately 28 metres south of its intersection with Salisbury Street (measure from the southern kerb line of Salisbury Street), and extending in a southerly direction for a distance of approximately 5 metres.
2. That any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in this report are revoked.
3. That these resolutions take effect when the traffic control devices that evidence the restrictions described in 1 and 2 are in place.

Tim Lindley/Jake McLellan

Carried

13. Linwood-Central-Heathcote Community Board 2019-20 Discretionary Response Fund Applications - Te Waka Huruhrumanu ki Otautahi (ELC) and Canterbury Westland Kindergarten Assn (Kidsfirst) - Linwood

Community Board Resolved LCHB/2020/00077 (Original staff recommendations accepted without change)

Part C

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approves a grant of \$3000 from its 2020/21 Discretionary Response Fund to Te Waka Huruhrumanu ki Otautahi ELC towards a cook who will provide healthy, nutritional meals and snacks for all tamariki attending the centre.
2. Approves a grant of \$2000 from its 2020/21 Discretionary Response Fund to Canterbury Westland Kindergarten Association (Kidsfirst) – Linwood towards physical wellbeing, cultural and community experiences for pre-schoolers.

Jake McLellan/Darrell Latham

Carried

14. Elected Members' Information Exchange

Part B

Board Members exchanged information on the following:

- The Board noted that the Hagley/Ferrymead Activity Guide for Older Adults is still available on the Council's website.
- The Board discussed a number of outstanding actions.
- The Board discussed the technology challenges for Board meetings in the Linwood Boardroom.
- The Board were advised of the Council's Coastal Hazards Working Group. The Board questioned the membership of the working group and the non-inclusion of a representative from the affected Community Boards.

Karakia Whakamutunga

Meeting concluded at 5.12pm.

CONFIRMED THIS 31st DAY OF AUGUST 2020

ALEXANDRA DAVIDS
CHAIRPERSON

7. Briefings - Ferry Road - Innovating Streets for People Pilot Fund

Reference / Te Tohutoro: 20/943526

Report of / Te Pou
Matua: Clare Piper, Innovating Streets Project Co-ordinator
clare.piper@ccc.govt.nz

Kirsty Mahoney, Project Manager Transport
kirsty.mahoney@ccc.govt.nz

General Manager /
Pouwhakarae: David Adamson, General Manager – City Services

1. Purpose of Report / Te Pūtake Pūrongo

The Board will be briefed on the following:

Subject	Presenter(s)	Unit/Organisation
Ferry Road - Innovating Streets for People – Pilot Fund	Clare Piper	Innovating Streets Project Co-ordinator
	Kirsty Mahoney	Project Manager, Transport

2. Officer Recommendations / Ngā Tūtohu

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Notes the information supplied during the briefing on the Ferry Road Innovating Streets for People – Pilot Fund.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Innovating Streets for People - Pilot Fund - Round 1 applications	34
B ↓	Innovating Streets for People - Pilot Fund - Application - Ferry Road	36

Memos



Memorandum

Date: 10 July 2020
From: Steffan Thomas, Manager Operations - Transport
To: Mayor and Councillors
Cc: Office of the Chief Executive
Subject: **Innovating Streets for People - Pilot Fund - Round 1 Applications**
Reference: 20/739010

1. Purpose of this Memo

- 1.1 The purpose of this memo is to update the Mayor and Councillors on the outcome of applications submitted to Waka Kotahi for Round 1 of the Innovating Streets for People - Pilot Fund.

2. Update

- 2.1 Council submitted nine applications in total to Waka Kotahi for Round 1 of the Innovating Streets for People - Pilot Fund. Two of the applications were for Covid 19 response measures along the Coastal Pathway at Moncks Bay, and in the Central City. These two applications were successful in receiving 90% funding assistance on 15 May 2020.
- 2.2 Of the remaining seven applications, the Minister of Transport has announced that four of the Council's projects were successful in receiving 90% funding assistance from Waka Kotahi in Round 1 of the Innovating Streets for People - Pilot Fund.
- 2.3 The successful applications were:
- 2.3.1 Ferry Road - Trial a temporary cycle connection along Ferry Road between Fitzgerald Ave and St Asaph Street connecting the Opawaho River major cycle route to the Central City (\$396,520).
- 2.3.2 St Albans School - Trial closing off Sheppard Place to vehicles on school days at drop off and pick up times to improve safety for St Albans School students using active transport modes (\$89,470).
- 2.3.3 Beckenham Neighbourhood Improvements - Trial lower speeds, safe crossing points, and intersection changes in the Beckenham area bounded by Tennyson Street, Colombo Street, Waimea Tce and Eastern Tce (\$184,000).
- 2.3.4 Selwyn Street Intersection Improvements - Trial intersection changes to make it safer and easier for pedestrians to cross Selwyn Street and access the Selwyn Street shops (\$132,250).
- 2.4 The Council will now work with the communities and key stakeholders to co-design and deliver these projects by June 2021.
- 2.5 A further six applications will be submitted by Council to Waka Kotahi for Round 2 of the Innovating Streets for People - Pilot Fund.

3. Conclusion

- 3.1 The Council has been successful in attracting 90% funding assistance from Waka Kotahi for six of the nine projects submitted in Round 1 of the Innovating Streets for People - Pilot Fund.

Memos



Attachments

There are no appendices to this report.

Signatories / Ngā Kaiwaitohu

Authors	Kirsty Mahoney - Project Manager Steffan Thomas - Manager Operations (Transport)
Approved By	Steffan Thomas - Manager Operations (Transport) Richard Osborne - Head of Transport David Adamson - General Manager City Services



INNOVATING STREETS FOR PEOPLE PILOT FUND APPLICATION FORM

WAKA KOTAHI NZ TRANSPORT AGENCY

APPLICATION FROM: CHRISTCHURCH CITY COUNCIL

Round 1:

Applications open: 9am, Friday 3 April 2020

Applications close: 5pm, Friday 8 May 2020

Funding decision to be announced: Early June 2020

[New Zealand Government](#)



1. ELIGIBILITY CHECKLIST

Eligible entity and project – quick check list	
Organisation lodging this application is an Approved Organisation	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Applicant is committed to the project and has allocated 10% of the total cost within their annual budget	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The applicant is seeking \$1 million or less in funding from Waka Kotahi for the project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project will be delivered by 30 July 2021 (although it may stay in place for longer)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project is proposed as a tactical urbanism project	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project site is or will be a low-risk location	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If successful, the council is happy to collaborate to create and share images, videos, website content and media content	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The project governance will include Waka Kotahi staff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If successful, the council is happy to join capability building workshops	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



2. APPLICANT DETAILS

Project contact details

Project title and applicant key details	
Organisation name	Christchurch City Council
Title	Ferry Road - Cycleway Connection
Key Project Contact	Steffan Thomas
Job title or role	Manager Operations Transport
Contact phone number	03 941 6255 027 754 8860
Contact email address	steffan.thomas@ccc.govt.nz



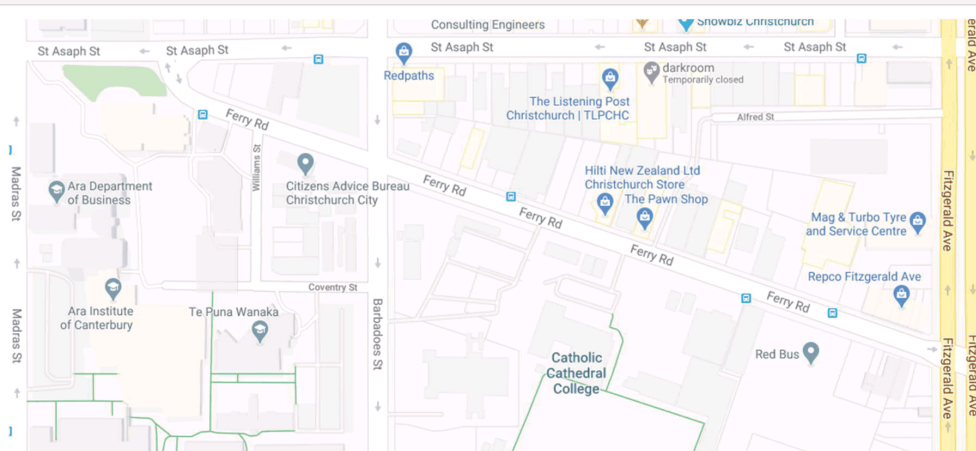


3. PROJECT SUMMARY

3.1. A strong project foundation

What is the current problem or opportunity you are seeking to address?

Please include a photo or image of the proposed project site and other information about the site, e.g. speed environment.



Ferry Road is the key link to the south-east of Christchurch for cycling and public transport in the Central City Recovery Plan (<https://ccc.govt.nz/the-council/plans-strategies-policies-and-bylaws/plans/central-city-recovery-plan/>).

This section of Ferry Road between Fitzgerald Ave and St Asaph Street lies between the Opawaho River Major Cycle Route (MCR) and the Central City low speed (30km/h) environment at St Asaph Street, including the St Asaph Street separated cycleway. There is limited provision for cyclists along this section of the corridor, which is also a bus route, is currently used for short-term on-street parking, and traverses light industrial businesses and educational facilities along its length.

This lack of separated cycle infrastructure may increase risk to cyclists from traffic as they are not designated in separate road space, and motorists may be less aware of the presence of cyclists, especially those travelling to and from the educational facilities in this area. Furthermore, perceived risk may prevent less confident cyclists from using the MCR, contributing to ongoing vehicle congestion in the central city.

This project aligns with the Council's Community Outcomes of Strong Communities and a Liveable City (<https://ccc.govt.nz/the-council/how-the-council-works/20182028-vision/community-outcomes>) as well the transport chapter of the Central City Recovery Plan (An Accessible City) and the Christchurch Transport Strategic Plan.

3.1. A strong project foundation



Describe how you plan to respond to this opportunity and why it's important to test your response through a tactical urbanism approach?

There are a number of existing demands on this road:

1. The Opawaho River MCR connects into Ferry Road and a safe connection for cyclists to continue into the Central City is needed to encourage active transport modes, and help to reduce inner city congestion.
2. This is also a key Purple Line high frequency bus route, and measures to enable the bus service to operate reliably and efficiently can be investigated.
3. There are bus stops and a layover area at the Ara Institute (ex CPIT).

Due to these existing and known demands on the available transport corridor space, a tactical urbanism approach provides Council with the opportunity to trial measures to make best use of the available space in a safe and innovative manner with key stakeholders. Where successful, these measures can be rolled out to other MCR – Central City connection routes with similar issues and constraints.

3.2. Describe how you will know if you've been successful?

Include potential qualitative and quantitative measures of success and how you might collect that information

Quantitative measures of success include uptake of cycling and bus patronage. This can be recorded through:

1. Previously installed cycle counters on the Opawaho River Major Cycleway Route.
2. Passenger counts on the Purple Line.

The Council has also been discussing opportunities to engage an independent evaluation and monitoring organisation to assist with this measurement, and in particular qualitative measurement. If successful with this application, Council will investigate this option further.

If this pilot is successful then this could lead to this design being used elsewhere across the city where major cycleways are planned but not yet implemented, as either interim or permanent solutions in the appropriate locations. This design is lower cost than existing major cycleways designs and together with the ease of construction could lead to an acceleration in the deployment of major cycleways across Christchurch.

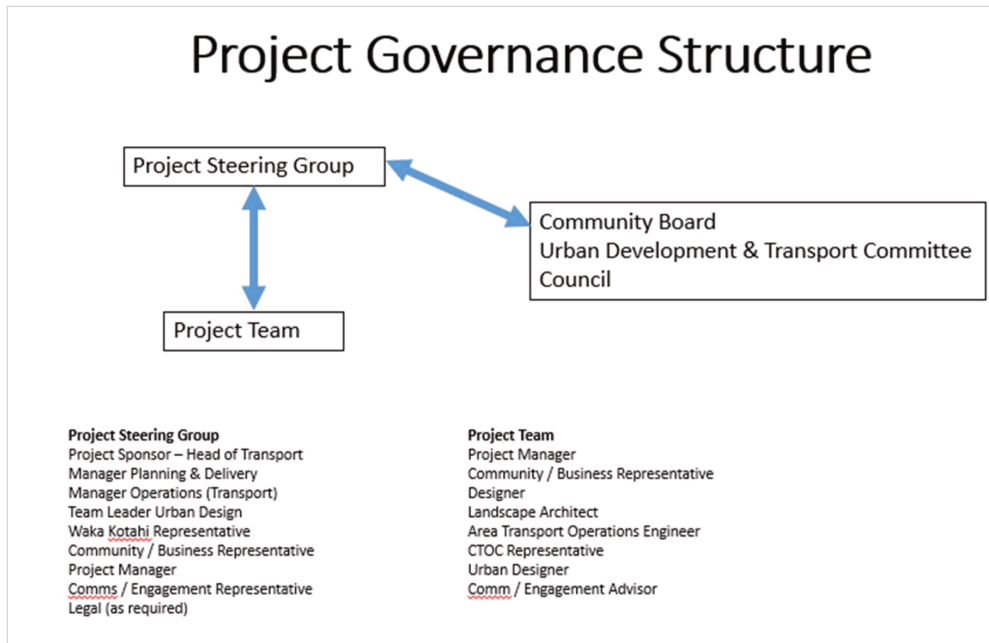
3.3. Project team and governance

Describe your project team and governance structure.

Include how a Waka Kotahi representative will be included in project planning

The project team and governance structure is described in the diagram below.

Internal governance rules within the Transport Unit at Christchurch City Council requires the project manager to take the preferred scheme to an internal steering group prior to community wide engagement and Council approval, as per the Local Government Act requirements.



3.4. Communication and engagement

Describe the community that would be impacted by your project and how you plan to design your project with them.

Early engagement already undertaken with key stakeholders has led to identification of issues that can be addressed and evaluated through this trial. It is proposed to work with these key stakeholders, as identified below, and any other community representatives identified, through the design and engagement phases to incorporate this feedback into the trial.

Key stakeholders identified so far include:

- Environment Canterbury
- Red Bus
- Ara Institute
- Cathedral College
- Marian College,
- Canterbury District Health Board
- Disability groups including Royal NZ Foundation for the Blind

A communications and engagement plan will be prepared by the project team as part of the development of this project.

3.5. Risks

Describe any risks you have identified and how you plan to mitigate them.

- Public and political rejection will be mitigated through working with community representatives, and early engagement of key stakeholders.
- Impact on traffic flows on this minor arterial road due to road layout and signal changes will be mitigated through this trial of temporary measures, which can be also informed by SIDRA traffic modelling to see if the expectations are similar to the reality experienced.

A risk register will be prepared and maintained by the project manager. This register will be reviewed and updated regularly by the project team.



3.6. Project Costs, other resources and milestones

	<i>Project cost description – typical project costs are shown here as examples. Please amend to suit your project.</i>	<i>Supplier if known</i>	<i>\$NZD (excluding GST)</i>
1	Project management (if organisation needs to outsource)	CCC led	N/A
2	Design	CCC led, incl. RSA	\$68,000
3	Place-making	Various – trees in planter boxes, cycle stands, tactile pavers	\$70,000
4	Procurement and contract supervision	Direct appoint under MCR panel agreement	\$16,000
5	Materials and Construction	Signage & markings, minor repairs to carriageway, minor signal changes at intersections	\$120,000 (estimate)
7	Traffic Management	Estimate based on recent rates	\$26,300
8	Tweaking of the design and build in response to consultation	Estimate	\$10,000
9	Monitoring and evaluation	CCC led, includes RSA	\$10,500
10	Communications and community engagement	CCC led	\$10,000

	<i>Project cost description – typical project costs are shown here as examples. Please amend to suit your project.</i>	<i>Supplier if known</i>	<i>\$NZD (excluding GST)</i>
11	Maintenance costs incurred before June 2021		\$14,000 (estimate)
	Total costs		\$344,800
12	Contingency 15%		\$51,720
	Total costs including contingency		\$396,520

Other resources – such as internal and in-kind

Please list other resources that will be used to deliver the project such as the internal staff (estimate FTE), in-kind (volunteer time from community groups etc.). Use the 'insert row' function if you wish to add more resources.

	Other resources	Position description	Brief description of how it will contribute to the project	Hours or proportion of FTE over time
1	Internal staff	Project Manager	Provide project management support to the project team and project steering group, including keeping a financial register; risk, issue, decision and change register; keeping minutes of all meetings held; setting up regular project team and steering group meetings; providing other support as required to the team.	10 hours per week
2	Internal staff	Engagement Advisor / Communications Advisor	Provide engagement and communications leadership and support to the project team and project steering group; prepare and maintain an engagement and communications plan; assist with public queries, media queries, and communication with the wider community about the project.	10 hours per week
3	Internal staff	Contract supervision	Provide contract supervision and administration during construction.	10 hours per week during construction

Other resources – such as internal and in-kind

Please list other resources that will be used to deliver the project such as the internal staff (estimate FTE), in-kind (volunteer time from community groups etc.).

Use the 'insert row' function if you wish to add more resources.

	Other resources	Position description	Brief description of how it will contribute to the project	Hours or proportion of FTE over time
4	Community / Business Representative(s)	Project management team Project steering group	Provide input on behalf of the community, including businesses to the project team and project steering group; disseminate information from the community to the project team and vice versa, attend weekly project team meeting, monthly steering group meeting	5 hours per week per person (x2)
5	Total estimated hours of internal resources and in-kind contributions			40 hours per week (estimated average)

Major milestones of project

Please indicate a rough timeline of major milestones of the project. The milestones you provide here may be used to help inform the milestones in any Funding Agreement with us. Use the 'insert row' function if you wish to add more milestones.

	Major milestone Provide a high-level description of key project components or deliverables.	Completion date		
	Funding decision	8 Jun 2020		
1	Project management plan, including all relevant registers, communications & engagement plan, procurement plan etc. prepared	22 June 2020		
2	Project team – kick off meeting	By 30 June 2020		
3	Project steering group – kick off meeting	By 30 June 2020		
4	Pre-implementation monitoring completed	31 July 2020		
5	Initial design completed, incorporating pre-implementation evaluation feedback, and RSA	30 Aug 2020		
6	Proposed design consulted on with wider community and public	30 Sep 2020		
7	Design installed	30 Nov 2020		
8	Post-implementation monitoring completed	31 Mar 2021		
9	Design amended to incorporate evaluation feedback, and RSA	30 Apr 2021		
10	Final lessons learned workshop to add to project close out report	31 Oct 2021		

Major milestones of project

Please indicate a rough timeline of major milestones of the project. The milestones you provide here may be used to help inform the milestones in any Funding Agreement with us. Use the 'insert row' function if you wish to add more milestones.

	Major milestone Provide a high-level description of key project components or deliverables.	Completion date		
11	Project close out (12 months after initial installation)	30 Nov 2021		



4. DECLARATION

I declare on behalf of the Applicant:

Please check

- ☒ that the statements in this project are true and the information provided is complete and correct. There have been no misleading statements or omission of any relevant facts
- ☒ that all named key personnel have agreed to be included in this project
- ☒ that a letter or email from the project sponsor (who has the financial delegation to approve) is attached
- ☒ that if successful, I consent to the public release, including publishing on the internet, of the name of the Applicant, the amount of funding sought, the amount of funding offered, contact details of the Applicant and a description of the activity/project, and undertake to cooperate with Waka Kotahi on communications relating to this project, which may be in the form of a media release, case study, web content, conference presentation or whitepaper, sharing via social media, or other form as agreed with Waka Kotahi
- ☒ that I understand Waka Kotahi's obligations under the Official Information Act 1982 and that, notwithstanding any relationship of confidence created as a result of this project, the provisions of this Act apply to all of the information provided in this project
- ☒ that all necessary internal approvals (CEO, Board etc.) and relevant budgets for the project to proceed, subject to successful application, will be in place by 1 July 2020
- ☒ that I am authorised to make this project on behalf of the Applicant identified in Section 4 of this form.

Signature

This declaration must be signed by a person with the legal and financial authority to commit your organisation to a transaction.

STEFFAN THOMAS
MANAGER OPERATIONS (TRANSPORT)
CHRISTCHURCH CITY COUNCIL

Signature:

EMAIL:
STEFFAN.THOMAS@CCC.GOV.T.NZ

Date: 8 May 2020

[New Zealand Government](#)

WAKA KOTAHI

INNOVATING STREETS FOR PEOPLE PILOT FUND APPLICATION
FORM // 16

8. Avebury House - Lease Agreement with Avebury House Community Trust to Manage Avebury House as a Community Building

Reference / Te Tohutoro: 20/932596

Report of / Te Pou
Matua: Kathy Jarden, Team Leader Leasing Consultancy,
kathy.jarden@ccc.govt.nz

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

1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Linwood-Central-Heathcote Community Board to grant a lease to the Avebury House Community Trust (the “Trust”) to continue to manage and promote, on behalf of the Council, the bookings, activities and events at the historic house at 9 Eveleyn Couzins Avenue.
- 1.2 This report is staff generated as part of the process in managing utilisation of Council’s heritage assets.
- 1.3 An earlier report to the Community Board on the 18 September 2019 Agenda was withdrawn at the request of the Trust to allow them an opportunity for further lease clarification. Those discussions have now concluded and the Trust is supportive of the report going before the Community Board.
- 1.4 The decision in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy. The level of significance was determined by a number of factors:
 - Level of Impact – no disruption or reduction of service and brings increased activity to promote heritage
 - Possible environment, social and cultural impacts – brings a positive impact on heritage preservation and an opportunity for Council to achieve its outcomes.
 - Ownership or function of a strategic asset is affected – in granting a lease there is no transfer of ownership of the asset

2. Officer Recommendations / Ngā Tūtohu

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Grants a lease to Avebury House Community Trust to manage Avebury House and adjacent grounds as a community building for a period of up to 20 years with annual rental based on a return of operating surplus income as prescribed in this report.
2. Authorises the Property Consultancy Manager to conclude and administer the terms and conditions of the lease.

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

- 3.1 The Avebury House Community Trust was established to promote activities within the community utilising the historic dwelling. The Trustees are a passionate group of individuals with previous experience in managing the property. The trustees and Council officers have developed a good working relationship over the years and confident that this arrangement is the best utilisation of the built assets.
- 3.2 The advantages of granting the lease include:
- Enabling active citizenship and connected communities
 - Heritage buildings are promoted through the Trust.
 - The Trust is able to generate income to work with local communities to provide and foster an environment where educational, social and cultural activities can flourish.
 - Utilisation of the buildings is one of the best ways to protect heritage fabric.
 - No alterations are required to enable continued use as a public facility.
 - The Trust would have better visibility over the site by its active presence and is in a better position to quickly report any signs of vandalism or damage to the Council.
 - The Trust can promote open days for heritage events.
 - The current activity is in keeping with the Conservation Plan which indicated use by community groups was a suitable use.
 - Complies with the Council's "Lease Policy for the Creation of New Leases and Extension Requests Prior to Expiry – Property".
- 3.3 The disadvantages of this option include:
- In granting a lease, the Council relinquishes the day-to-day control of the activities and bookings within the building.
 - Dealing unilaterally with the Trust may be seen as limiting the uses for the property and prevents any other interested parties from having an opportunity to enter into a lease with the Council.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 Option: Run a Request for Proposals (RFP) process to determine the Lessee for Avebury House
- 4.2 The advantage of an RFP is that it opens up the opportunity to other community groups.
- 4.3 The disadvantages are:
- The effect it would have on the current Trust. Bookings and events would need to be managed by Avebury House Community Trust until the appointment of a new Lessee was appointed through the RFP process. The Trust would be eligible to make a submission for evaluation.
 - The time and resources in preparing the RFP and appointing a preferred respondent – approximately six months.

5. Detail / Te Whakamahuki

- 5.1 The Avebury House Community Trust and local community are specifically affected by this option due to the importance the building plays in the historic reserve, the Trust's track record with engaging the community and providing a place to gather, share, learn and participate.
- 5.2 The decision affects the following wards/Community Board areas:
 - 5.2.1 Linwood-Central-Heathcote

The Land and Buildings

- 5.3 Avebury House is a two-story Victorian house set in the grounds of Avebury Park located at 7-11 Eveleyn Couzins Avenue as shown in Attachment A.
- 5.4 Avebury House was built in 1885 by the Flesher family who lived in it until 1945. Part of the land was sold to the Government for a housing estate. In 1948 the remaining land, including the house, was transferred to the Mayor, Councillors and Citizens of Christchurch for the health, amusement and instruction of the public.
- 5.5 Avebury House sits on Avebury Park comprising an area of approximately 1576 square metres with legal description being Lot 153 Deposited Plan 14735 held as fee simple. It is surrounded by park and open space being Part Lot 4 Deposited Plan 12475, Reserve 5233, Part Rural Section 197 and Reserve 4837 all held as fee simple land for the purpose of recreation in accordance with the Local Government Act.
- 5.6 Council owned improvements on the land include Avebury House, coach house that includes toilet facilities, pigeon club building, paddling pool and paddling pool shed. There is a tin garage on the site owned by the Trust.
- 5.7 The house was previously leased to The Youth Hostel Association of New Zealand from 1965 until 1997.
- 5.8 The buildings and setting is listed as "Highly Significant" in the Christchurch City Council District Plan Schedule of Significant Historic Heritage. A conservation plan was prepared in 2000 to assist with any conservation, restoration and maintenance work to the buildings and site.
- 5.9 Maintenance of the greater park area is through the Heritage Gardens team.
- 5.10 Bookings for events on the park will continue to be through the Council parks booking system and not included in the proposed lease.

Avebury House Community Trust

- 5.11 The Avebury House Community Trust was formed in 2002 with the aim to:
 - Create a more caring community in Richmond;
 - Provide a link between Richmond residents and other community groups;
 - Cater to needs of the community by providing a base where the community can meet;
 - Empower the community by providing educational, social and cultural opportunities.
- 5.12 The Trust's main source of funds is through grants, donations and income from hire fees.

Current Property Management Agreement

- 5.13 In 2000 the Council called for a Request for Proposals for the use of Avebury House in Richmond to establish an end use for the property.

- 5.14 The end use determined was that the community had an expectation that Avebury House is made available for wider community use as resolved by the Council.
- 5.15 While details are sketchy, it is evident that a community worker was put in place with funding through the former Hagley/Ferrymead Advocacy Team. An Avebury House Community Development Project led by the Advocacy Team resulted in the creation of a trust board.
- 5.16 The Avebury House Community Trust formed and the Council and Trust entered into an agreement for the management of Avebury House. That document was never formalised. This report resolves that issue.

Proposed Agreement

- 5.17 An agreement will set out the responsibilities of the Trust and the Council and bring into place current legislation including health and safety requirements.
- 5.18 The Council is granting exclusive occupation rights to the Trust in return for a share of any surplus revenue obtained from the hire of the building for private and public functions and events as a form of rent.
- 5.19 The proposed lease is for a total period of 20 years broken into four terms of five years each.
- 5.20 The Trust will be responsible for promoting the use of Avebury House, take bookings for events and functions, encourage and promote programmes and activities for use of Avebury House, and collecting any hire fees for use of the same. The proposed agreement includes the house, out buildings and adjacent grounds used for gardening and community development.
- 5.21 The Trust will be required to provide an annual statement of revenue and expenses incurred for the previous financial year.
- 5.22 The Trust will be responsible for expenses such as electricity, promotional costs, cleaning, collection fees, security, interior maintenance, rubbish removal, minor maintenance, public liability insurance and contents insurance for the Trust's chattels.
- 5.23 The Council will be responsible for carrying out scheduled maintenance work through its scheduled maintenance plan (SMP) contracts in place, including but not limited to annual inspections of heritage fabric and building wash downs, spouting and gutter cleaning, maintenance of the reserve and public toilets.
- 5.24 The Council is responsible to pay any building insurances, rates or levies payable, fire service charges and maintenance of fire detecting and firefighting equipment, costs incurred in supplying a building warrant of fitness, and those obligations to keep the property in good order and repair.
- 5.25 The Trust will be entitled to retain in each lease year the first \$5000 of the Operating Surplus (revenue less expenses). If the Operating Surplus exceeds \$5000 in any one year, the Trust will be entitled to retain 50% of the amount exceeding the \$5000 sum. As an example:

Operating Surplus		\$ 18,000.00	
Total Revenue			
Trust Entitlement			\$ 5,000.00
Difference		\$ 13,000.00	
Secondary Trust Entitlement	50%		\$ 6,500.00
Total Trust Entitlement			\$ 11,500.00
Return to Council	50%	\$ 6,500.00	

Note: Income Statements filed through the Charities Services New Zealand indicate the Trust's surplus/deficits:

Year Ended 31 March 2018	-\$14,851.00
Year Ended 31 March 2017	-\$14,853.00
Year Ended 31 March 2016	-\$70,348.00
Year Ended 31 March 2015	-\$11,442.00
Year Ended 31 March 2014	\$14,920.00
Year Ended 31 March 2013	-\$ 2,736.00
Year Ended 31 March 2012	-\$11,150.00
Year Ended 31 March 2011	-\$ 5,746.00
Year Ended 31 March 2010	\$ 4,205.00
Year Ended 31 March 2009	\$ 1,000.00

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

Strategic Alignment / Te Rautaki Tīaroaro

6.1 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):

6.1.1 Activity: Heritage

- Level of Service: 6.9.1.2 To manage and maintain Public Monuments, Sculptures, Artworks and Parks Heritage Buildings of significance. - Percentage of Park heritage buildings with Conservation Plans in place: 52 %

Policy Consistency / Te Whai Kaupapa here

6.2 The decision is consistent with Council's Plans and Policies.

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

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

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

6.4 There is no impact on climate change.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.5 The heritage building has an accessibility ramp on the ground floor. Any further accessibility modifications would be subject to a consenting process.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – Preparation of lease documents to is covered through operational budgets.
- 7.2 Maintenance/Ongoing costs – minor maintenance is the responsibility of the Trust. Capital cost for renewals and replacements is covered by the Council's annual budgets for heritage buildings.
- 7.3 Funding Source - Any revenue in excess of the Operating Surplus is to be returned to the Council and used to offset any costs that are the Council's responsibility as land and building

owner. Maintenance and ongoing costs that are not the responsibility of the Trust is provided in the annual plan for Parks Heritage assets.

Other / He mea anō

- 7.4 Insurance Premiums– the reinstatement value of this building is currently \$3.5 million with an insurance premium of \$10,089 excluding gst.
- 7.5 As this is a non-commercial tenant, the Parks team have agreed that the liability for the insurance premium remains with the Council as the building is used for community activities.
- 7.6 The insurance premium is included in current operational budgets.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 The Council has delegated to Community Boards the power to grant leases or licences for a maximum term of 35 years to any person or body over parks, and to authorise staff to sign all required documentation.
- 8.2 The granting of the lease for Avebury House does not exclude or substantially interfere with the public's access to Avebury Park therefore public advertising of the intention to grant a lease is not required as set out in section 138 of the Local Government Act 2002.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.1 There are a number of matters that need consideration when contemplating a unilateral dealing. These matters are outlined in Appendix B to this report.
- 8.2 This report has not been reviewed and approved by the Legal Services Unit

9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 There is an environmental risk that there may be damage to the heritage fabric of the buildings when undertaking any repairs.
 - 9.1.1 Residual risk rating: The residual rating of the risk after the below treatment(s) is implemented will be low.
 - 9.1.2 Planned or current treatment(s) include consultation with the Asset Engineer for Heritage & Buildings prior to carrying out any repairs in consultation with the conservation plan for the built structures.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Avebury House Lease Plan	60
B ↓	Avebury House - Legal Considerations for Lease Report	61

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

Document Name	Location / File Link

Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories / Ngā Kaiwaitohu

Author	Kathy Jarden - Team Leader Leasing Consultancy
Approved By	Angus Smith - Manager Property Consultancy Andrew Rutledge - Head of Parks Brent Smith - Principal Advisor Citizens & Community



Avebury House

Appendix B

Legal Considerations – Dealing Unilaterally

- 1.1 The Council must consider and meet the requirements of section 14 of the Local Government Act 2002 (LGA) in particular:
 - (1)(a) Conduct its business in an open, transparent, and democratically accountable manner,
 - (1)(f) Undertake any commercial transactions in accordance with sound business practices.
 - (1)(g) Ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including planning effectively for the future management of its assets.
- 1.2 The relevant Council policy as recorded in the Council's Policy Register as Property – Leasing Council Property is "where the Council recognises there is only one logical lessee for a public property, the Council will unilaterally deal with that lessee." This includes facilities linked to contracts including but not limited to buildings on parks and reserves and not for profit organisations.
- 1.3 In addition it is useful and supportive to consider the Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals - How to deal with uninvited bids'; guidance for government entities dated May 2013 that recommends when evaluating an unsolicited proposal it needs to be ensured that there is a sound business case to support the decision to accept the unique unsolicited proposal.
- 1.4 The purpose of the MBIE Guidance on Unsolicited Proposals is to provide a methodology for considering unsolicited proposals in a way that:
 - is transparent and fair to everyone;
 - encourages the supplier community to put forward good ideas;
 - promotes objectivity; and
 - supports decisions based on sound fact and evidence.
- 1.5 Having given consideration to the above factors, it is the felt that this is not an unsolicited proposal but rather a continuation of services offered by a Trust established for that purpose. It supports effective and efficient use of resources and the prudent management of the Council's assets. Occupation of heritage buildings is the best way to preserve that heritage item.
- 1.6 The granting of the lease also supports the Council's desire to have more community buildings managed by community groups.

Legal Considerations – Dealing Unilaterally

- 1.7 Decision Making sections 76 – 82 LGA
 - Section 76 provides that "Every decision made by a local authority must be made in accordance with such of the provisions of sections 77, 78, 80, 81 and 82 as are applicable". In summary those sections provide:

- Section 77 a local authority must, in the course of the decision-making process, seek to identify all reasonably practicable options for the achievement of the objective of a decision and in doing so assess the options in terms of their advantages and disadvantages.
- Section 78 the views and preferences of persons likely to be affected by, or to have an interest in, the matter must be considered.
- Section 79 provides that in considering how to achieve compliance with sections 77 and 78 they must consider the significance of the matter in accordance with its Significance and Engagement Policy.
- Section 80 sets out the matters that need to be clearly identified when making a decision that is inconsistent i.e. the inconsistency, reason for it and any intention of the local authority to amend the policy or plan to accommodate the decision.
- Section 81 provides contributions to decision making by Maori.
- Section 82 sets out the principles of consultation.

Section 78 does not require the Council to undertake a consultation process of itself but the Council must have some way of identifying the views and preferences of interested and affected persons.

- 1.8 Importantly and specific to this property is Section 97 LGA which provides that if the Council is proposing to transfer the control of a “strategic asset” to or from the Council, the Council must not make that decision, unless:
- The decision is explicitly provided for in its LTP; and
 - The proposal to provide for the decision was included in a consultation documents in accordance with section 93E.
- 1.9 The Significance and Engagement Policy sets out the list of “strategic assets”. In particular, the Policy lists as “strategic assets”, community facilities as follows:

Community Facilities

- (i) Christchurch Town Hall;*
- (j) Christchurch Art Gallery and its permanent collection;*
- (k) all land and buildings comprising the Council's social housing portfolio;*
- (l) all public library facilities;*
- (m) all parks and reserves owned by or administered by the Council;*
- (n) all public swimming pools;*
- (o) all waterfront land and facilities owned or operated by the Council, including wharves, jetties, slipways, breakwaters and seawalls;*
- (p) cemeteries and listed heritage buildings and structures.*

“All” or “its” means the asset as a whole.

- 1.10 Where a “strategic asset” is a network or has many components, decisions may be made in respect of individual components within the network without those components being regarded as strategic, unless such decisions are considered to significantly alter the level of service provided by the Council.
- 1.11 Paragraph 5.32 (p) does not use the word “all”, and it suggests that cemeteries and listed heritage buildings and structures are not treated as a group but separately. In the opinion of Council’s Legal Services, it would be difficult to argue that listed cemeteries and listed heritage buildings and structures are part of a network or have many components.
- 1.12 Therefore it is considered that section 97 applies; this means that the Council can progress the proposal (where it transfers the control of an asset by way of lease) as the LTP stipulates that Christchurch’s culture and heritage are valued, the city’s heritage is conserved for future generations and the public has access to places of scenic, natural, heritage, culture and educational interest.
- 1.13 The Service Plan for Heritage is to be considered in conjunction with relevant Conservation Plans and the LTP includes levels of service supporting the proposed activity:
- The City’s heritage and cultural items are maintained and conserved to acceptable standards for current and future generations.
 - Appropriate use of built facilities and are under constant review to protect and enhance, and provide appropriate business use.
 - Buildings are administered by Trusts to promote the building and provide a range of events and displays to inform, and provide enjoyment to residents and visitors is undertaken.
- Through the Service Plan for Heritage, services are in place to provide and manage heritage buildings and structures. This includes leasing areas to community organisations.
- 1.14 The Council’s “Leasing Council Property” policy adopted 10 December 2015 was developed to ensure that the Council was “consistent with the principles of legislation and the behaviours expected to prudently manage public property”.
- 1.15 Where there is only one logical lessee for a property, the Council may deal unilaterally with that Lessee. This includes facilities linked to leases to not for profit organisations, community buildings and buildings on parks and reserves. The Trust was formed specifically to manage the activities at Avebury House.

9. Opawa Public Library - Lease to Opawa Public Library Incorporated

Reference / Te Tohutoro: 20/629830

Report of / Te Pou
Matua: Lisa Barwood – Leasing Consultant
lisa.barwood@ccc.govt.nz

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

1. Executive Summary / Te Whakarāpopoto Matua

- 1.1 The purpose of this report is to recommend that a lease of the new Opawa Public Library be granted to Opawa Public Library Incorporated (the 'Society'). The library is located at 192 Richardson Terrace and replaces the former library damaged by the earthquake events of 2010/2011.
- 1.2 This report is staff generated as part of the process in managing utilisation of Council's community facilities.
- 1.3 The decision in this report is low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by assessing a number of factors:
 - Level of impact – no disruption or reduction of service
 - Social impacts – the local school and residents still have their library and connection to the community, having a new building will encourage other locals to come and look thereby promoting the library
 - Ownership or function of a strategic asset is affected – in granting a lease there is no transfer of ownership of the asset.

2. Officer Recommendations / Ngā Tūtohu

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Grants a lease to Ōpāwa Public Library Incorporated subject to section 61(2A)(a) of the Reserves Act 1977 over the land being legally described as Lot 2 Deposited Plan 9994, a local purpose (community building) reserve for a maximum term of 20 years broken into two terms of ten years for the purpose of a volunteer library.
2. Authorises the Property Consultancy Manager conclude and administer the terms and conditions of the lease.

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

- 3.1 The Council is obligated to ensure assets are being utilised.
- 3.2 Opawa Public Library Incorporated was registered in 1944 and have managed the previous library, built in 1936, until the damage caused by the earthquakes.

- 3.3 Council staff wish to ensure the building is used to its potential and occupied by an entity who have passion for the services operated from the building.
- 3.4 The advantages are:
- Enabling active citizenship and connected communities
 - The Society have connections in the community with Ōpāwa School bringing children to the library every week.
 - The Society are working with the community to promote the use of the community room to allow them to take bookings and have a small income to offset expenses.
 - They are engaged with a community that want a library back in Ōpāwa.
 - The Society has operated the Library from the inception; Council has not been involved in the day to day management.
- 3.5 The disadvantages of this option include:
- In granting a lease, the Council relinquishes the day-to-day control of the activities of the building.
 - Dealing unilaterally with the Society may be seen as limiting the uses for the property and prevents any other interested parties from having an opportunity to enter into a lease with the Council.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 The other option would be to put the building out for Request for Proposal (RFP) tender process.
- 4.2 The advantage of an RFP is that it opens up the opportunity to other community groups.
- 4.3 This was not considered as the Society was created for the purpose of operating the Library and have done so since 1944. The sole purpose of the group for the last 76 years has been to operate the library in the current location so alternative options were not considered.

5. Detail / Te Whakamahuki

- 5.1 The Society, which was incorporated in 1944, have managed the library since it was built in 1936 after a resident by the name of Mr Minson donated the land (a portion of his own) at the current site of 192 Richardson Terrace. Mr Minson donated the land to allow a library to be built in the neighbourhood because he was passionate about having a library for the Ōpāwa community.
- 5.2 The library has been managed by the Society very successfully and currently have nearly 800 active members between the adults and children.
- 5.3 During World War II the library donated books to the War Library Service.
- 5.4 They currently have 20 active volunteers with other members of the public enquiring about joining. They are open for approximately 22 hours a week currently with a mix of mainly evenings and a couple of mornings each week.
- 5.5 The original library was so popular they had to open a children's library across the road on the riverbank due to the amount of members and books required. A building moved from the

Ōpāwa School nearby to the current spot for the Ōpāwa Children's Library is currently servicing both the needs of the adult and children's libraries following the earthquake damage sustained by the adult's library. Both the children's and adults libraries will move into the new building and return to their original model of one library for both adults and children.

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

5.6.1 Linwood-Central-Heathcote.

The Land and Building

5.7 The land is located at 192 Richardson Terrace being Lot 2 Deposited Plan 9994 fee simple and is held as a local purpose community building under the Reserves Act 1977.

5.8 The lease plan appears as Attachment A.

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

Strategic Alignment / Te Rautaki Tīaroaro

6.1 The granting of this lease supports the Council's Community Outcomes that forms part of the Strategic Framework tier being 'Community Outcomes'. This enables the Council to empower the community by doing things for themselves, i.e. managing their local community facility.

6.2 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):

6.2.1 Activity: Community Development and Facilities

- Level of Service: 2.0.7 Support community management and activation of facilities through a Council and Community partnership model - At least 80% of community facilities are activated and managed in partnership with the community.

Policy Consistency / Te Whai Kaupapa here

6.3 The decision is consistent with Council's Plans and Policies.

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

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

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

6.5 N/A

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

6.6 This is a new build that meets current building code requirements for accessibility.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

7.1 Cost to Implement – Preparation of lease documents (\$250 approximately) to be recovered from the Society.

- 7.2 Maintenance/Ongoing costs – The Society will be responsible for internal maintenance, grounds maintenance and pest control. The Council will be responsible keeping the building water tight and the fabric maintained.
- 7.3 Funding Source – existing Community Facilities Budget

Other / He mea anō

- 7.4 Insurance – the Society will be responsible for having public liability insurance of \$2,000,000.00 and they have contents insurance to cover the books and chattels they own. The Council will be responsible for insuring the building in line with other lessees of Voluntary Libraries.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 The Council has delegated the Community Boards the power to grant leases of local purpose reserves in accordance with section 61 of the Reserves Act.
- 8.2 The granting of the lease to the Society is not required to be publically notified as the land is held as Local Purpose Community Building (Library) Reserve under section 61 of the Reserves Act, and therefore the provisions in section 119 and 120 relating to notices does not apply.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.1 The legal consideration is the entering into a lease with a community group. The documents are drafted by the Council's legal unit on a standard form and terms and conditions agreed to by the Opawa Public Library Inc.
- 8.2 There are a number of matters that need consideration when contemplating a unilateral dealing. These matters are outlined in Appendix B to this report.
- 8.3 This report has not been reviewed and approved by the Legal Services Unit.

9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 There is a risk of some reputational damage or negative impact on Council's image in not granting a lease to a group whose work is well known in the community. This may result in a minor disengagement with the community.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	Lease Plan	70
B ↓	Legal Considerations	71

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

Document Name	Location / File Link
Not applicable	

Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

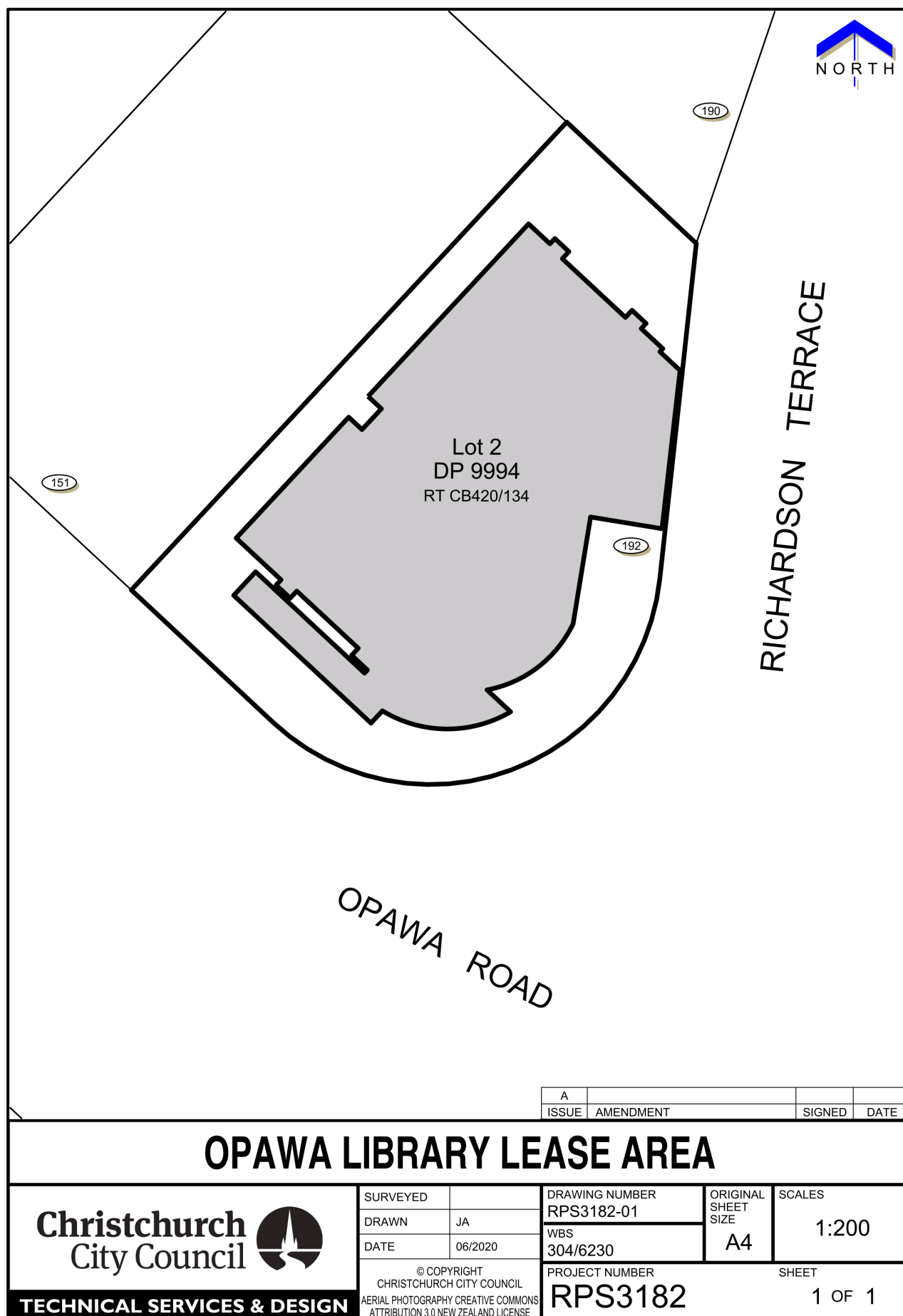
(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories / Ngā Kaiwaitohu

Author	Lisa Barwood - Leasing Consultant
Approved By	Kathy Jarden - Team Leader Leasing Consultancy Angus Smith - Manager Property Consultancy John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community



Opawa Library

Appendix B

Legal Considerations – Dealing Unilaterally

- 1.1 The Council must consider and meet the requirements of section 14 of the Local Government Act 2002 (LGA) in particular:
 - (1)(a) Conduct its business in an open, transparent, and democratically accountable manner,
 - (1)(f) Undertake any commercial transactions in accordance with sound business practices.
 - (1)(g) Ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including planning effectively for the future management of its assets.
- 1.2 The relevant Council policy as recorded in the Council's Policy Register as Property – Leasing Council Property is "where the Council recognises there is only one logical lessee for a public property, the Council will unilaterally deal with that lessee." This includes facilities linked to contracts including but not limited to buildings on parks and reserves and not for profit organisations.
- 1.3 In addition it is useful and supportive to consider the Ministry of Business, Innovation and Employment 'Unsolicited Unique Proposals - How to deal with uninvited bids'; guidance for government entities dated May 2013 that recommends when evaluating an unsolicited proposal it needs to be ensured that there is a sound business case to support the decision to accept the unique unsolicited proposal.
- 1.4 The purpose of the MBIE Guidance on Unsolicited Proposals is to provide a methodology for considering unsolicited proposals in a way that:
 - is transparent and fair to everyone;
 - encourages the supplier community to put forward good ideas;
 - promotes objectivity; and
 - supports decisions based on sound fact and evidence.
- 1.5 Having given consideration to the above factors, it is felt that this is not an unsolicited proposal but rather a continuation of services offered by a Society established for that purpose. It supports effective and efficient use of resources and the prudent management of the Council's assets.
- 1.6 The granting of the lease also supports the Council's desire to have more community buildings managed by community groups.

Legal Considerations – Dealing Unilaterally

- 1.7 Decision Making sections 76 – 82 LGA
 - Section 76 provides that "Every decision made by a local authority must be made in accordance with such of the provisions of sections 77, 78, 80, 81 and 82 as are applicable". In summary those sections provide:

- Section 77 a local authority must, in the course of the decision-making process, seek to identify all reasonably practicable options for the achievement of the objective of a decision and in doing so assess the options in terms of their advantages and disadvantages.
- Section 78 the views and preferences of persons likely to be affected by, or to have an interest in, the matter must be considered.
- Section 79 provides that in considering how to achieve compliance with sections 77 and 78 they must consider the significance of the matter in accordance with its Significance and Engagement Policy.
- Section 80 sets out the matters that need to be clearly identified when making a decision that is inconsistent i.e. the inconsistency, reason for it and any intention of the local authority to amend the policy or plan to accommodate the decision.
- Section 81 provides contributions to decision making by Maori.
- Section 82 sets out the principles of consultation.

Section 78 does not require the Council to undertake a consultation process of itself but the Council must have some way of identifying the views and preferences of interested and affected persons.

- 1.8 Importantly and specific to this property is Section 97 LGA which provides that if the Council is proposing to transfer the control of a “strategic asset” to or from the Council, the Council must not make that decision, unless:
- The decision is explicitly provided for in its LTP; and
 - The proposal to provide for the decision was included in a consultation documents in accordance with section 93E.
- 1.9 The Significance and Engagement Policy sets out the list of “strategic assets”. In particular, the Policy lists as “strategic assets”, community facilities as follows:

Community Facilities

- (i) Christchurch Town Hall;*
- (j) Christchurch Art Gallery and its permanent collection;*
- (k) all land and buildings comprising the Council's social housing portfolio;*
- (l) all public library facilities;*
- (m) all parks and reserves owned by or administered by the Council;*
- (n) all public swimming pools;*
- (o) all waterfront land and facilities owned or operated by the Council, including wharves, jetties, slipways, breakwaters and seawalls;*
- (p) cemeteries and listed heritage buildings and structures.*

“All” or “its” means the asset as a whole.

- 1.10 Where a “strategic asset” is a network or has many components, decisions may be made in respect of individual components within the network without those components being regarded as strategic, unless such decisions are considered to significantly alter the level of service provided by the Council.
- 1.11 Paragraph 5.32 (p) does not use the word “all”, and it suggests that cemeteries and listed heritage buildings and structures are not treated as a group but separately. In the opinion of Council’s Legal Services, it would be difficult to argue that listed cemeteries and listed heritage buildings and structures are part of a network or have many components.
- 1.12 Therefore it is considered that section 97 applies; this means that the Council can progress the proposal (where it transfers the control of an asset by way of lease) as the LTP stipulates that Christchurch’s culture and heritage are valued, the city’s heritage is conserved for future generations and the public has access to places of scenic, natural, heritage, culture and educational interest.
- 1.13 The Council’s “Leasing Council Property” policy adopted 10 December 2015 was developed to ensure that the Council was “consistent with the principles of legislation and the behaviours expected to prudently manage public property”.
- 1.14 Where there is only one logical lessee for a property, the Council may deal unilaterally with that Lessee. This includes facilities linked to leases to not for profit organisations, community buildings and buildings on parks and reserves. The Society was formed specifically to manage the activities at The Opawa Library.

10. Waikura/Linwood-Central-Heathcote Community Board 2020-21 Discretionary Response Fund Application - The Salvation Army Community Trust.

Reference / Te Tohutoro: 20/988975

Report of / Te Pou
Matua:

Sol Smith, Community Development Advisor, sol.smith@ccc.govt.nz

General Manager /
Pouwhakarae:

Mary Richardson, General Manager Citizens and Community,
mary.richardson@ccc.govt.nz

1. Secretarial Note

- 1.1 This report was laid on the table at the Board's 29 June 2020 meeting until staff report back to the Board on the availability of central government funding for the financial mentoring programme.
 - 1.1.1 The Salvation Army has confirmed that there has been no funding application by the Army to the central government for the East Financial Mentoring programme.

2. Purpose of Report / Te Pūtake Pūrongo

- 2.1 The purpose of this report is for the Waikura/Linwood-Central-Heathcote Community Board to consider an application for funding from its 2020/2021 Discretionary Response Fund from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00061436	The Salvation Army	The Salvation Army Christchurch East Financial Mentoring	\$5,000	\$5,000

- 2.2 At the time of submitting this report the Board had not allocated any funding to its 2020/21 Discretionary Response Fund. The Board will be making the allocation at its 17 August 2020 meeting.

3. Officer Recommendations / Ngā Tūtohu

That the Waikura/Linwood-Central-Heathcote Community Board:

1. Approves a grant of \$5,000 from its 2020/21 Discretionary Response Fund to The Salvation Army Christchurch East Financial Mentoring.

4. Key Points / Ngā Take Matua

Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 The report is staff generated to provide funding towards the The Salvation Army Christchurch East Financial Mentoring

Strategic Alignment / Te Rautaki Tīaroaro

- 4.2 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of Strengthening Communities. The project will provide a strong sense of

community, give people a sense of belonging and encourage them to take part in social, cultural, economic and political life.

Decision Making Authority / Te Mana Whakatau

- 4.3 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community
- 4.3.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council
- 4.3.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions
 - Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

- 4.4 The decision(s) in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 4.5 The level of significance was determined by the number of people affected and/or with an interest.
- 4.6 Due to the assessment of low significance, no further community engagement and consultation is required.

Discussion / Kōrerorero

- 4.7 At the time of submitting this report the Board had not allocated any funding to its 2020/21 Discretionary Response Fund. The Board will be making the allocation at its 17 August 2020 meeting.
- 4.8 Based on the current Discretionary Response Fund criteria, the application listed above is eligible for funding.
- 4.9 The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

Attachments

No.	Title	Page
A ↓	Decision Matrix - Salvation Army	78

Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

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Signatories / Ngā Kaiwaitohu

Author	Sol Smith - Community Development Advisor
Approved By	Arohanui Grace - Manager Community Governance, Linwood-Central-Heathcote

2020/21 DRF LINWOOD-CENTRAL-HEATHCOTE DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and 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.

00061436	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	The Salvation Army New Zealand Trust	The Salvation Army Christchurch East Financial Mentoring This project provides financial mentoring sessions run by a budgeting expert, to individuals and families in the local community struggling with household finances. With the aim to empower and equip people to overcome financial debt and other related issues in order to realise a positive financial transformation. Creating a break in the cycle of poverty.	\$27,200 Requested \$ 5,000 (18% requested)	Wages - \$5,000	\$ 5,000 That the Waikura/Linwood-Central-Heathcote Community Board makes a grant of \$5000 from the Discretionary Response Fund 2020/21 to The Salvation Army New Zealand Trust towards The Salvation Army Christchurch East Financial Mentoring for wages.	2

Organisation Details

Service Base: 2 Avenger Crescent, Wigram
 Legal Status: Charitable Trust
 Established: 1/04/1884
 Target Groups: Community Development
 Annual Volunteer Hours: 5
 Participants: 160

Alignment with Council Strategies

- Strengthening Communities

CCC Funding History

2018/19 - \$4,000 (Wages) SCF LCH
 2018/19 - \$9,000 (Wages) SCF HHR

Other Sources of Funding

Salvation Army Funding - \$22,200

Staff Assessment

The Salvation Army provides services to more than 120,000 New Zealand families and individuals in desperate need each year. The organisation offers a multi-disciplinary approach, working to address client's emergency needs as well as underlying issues. Social needs assessments are undertaken by trained professionals, and clients are then supported with a range of services and advocacy. These include community ministries services, such as budgeting advice, short-term assistance with food, clothing and furniture, community finance loans and life skills and parenting programmes, as well as wider Salvation Army services, such as support with alcohol and drug addiction, education and employment. The Linwood Corps' Community Ministries reports that a desperate lack of money is often the main reason that people come to its offices for support. In response to this need, the Budgeting Advice Programme provides free budgeting advice, mentoring and advocacy to clients. Qualified Financial Mentors work alongside and mentor clients to help them stay out of debt, liaise with debtors on their behalf and connect them to other Salvation Army services. This project aims to provide clients with the tools to take control of their finances, increase their standard of their living and help bring balance to their lives. Financial Mentors provide services to approximately 500 clients per year. This project expects to have a sustained increase in demand over the next year due to COVID-19 and the increased level of need within the community. It is crucial during this time of financial uncertainty that people are properly educated and supported with mentoring and practical budgeting assistance.

11. 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.