

**Waipapa  
Papanui-Innes Community Board  
AGENDA**

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**Notice of Meeting:**

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

**Date:** Friday 19 February 2021  
**Time:** 9am  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

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**Membership**

Chairperson	Emma Norrish
Deputy Chairperson	Simon Britten
Members	Pauline Cotter
	Mike Davidson
	Ali Jones
	Emma Twaddell

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**15 February 2021**

Elizabeth Hovell  
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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

<b>Resilient communities</b> 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)	<b>Liveable city</b> 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	<b>Healthy environment</b> Healthy water bodies High quality drinking water Unique landscapes and indigenous biodiversity are valued and stewardship exercised Sustainable use of resources and minimising waste	<b>Prosperous economy</b> 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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## *Mihi*



**Tēnā koutou**

**Kua hui mai nei**

**Ki tēnei whare ō tātou**

**Ki te kōrero, ki te whakarongo**

**i nga kaupapa ō to hapori**

**Nau mai, haere mai.**

**Nā reira tēnā koutou katoa**

***Greetings***

***to all who have gathered***

***within our (communal) house***

***to speak and to listen to the***

***topics/conversations of your community***

***Welcome, welcome***

***Therefore, again I greet all present***

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

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## **1. Apologies / Ngā Whakapāha**

At the close of the agenda no apologies had been received.

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

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

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

That the minutes of the Waipapa/Papanui-Innes Community Board meeting held on [Friday, 29 January 2021](#) be confirmed (refer page 6).

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

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

### **4.1 Papanui Primary School 150<sup>th</sup> Anniversary – Paul Kingston, Principal**

Paul Kingston, Principal of Papanui Primary School will speak to the Board on behalf of Papanui Primary School regarding the school's 150<sup>th</sup> Anniversary this year.

### **4.2 Memorial Seat and Plaque – David Wells**

David Wells will speak to the Board regarding a memorial seat and plaque.

### **4.3 Positive Youth Development Report Back – Malvern Scout Group**

Representatives from the Malvern Scout Group will report back to the Board on their attendance at the Staveley Adventure Camp, Staveley from 2 to 9 January 2021.

## **5. Deputations by Appointment / Ngā Huinga Whakaritenga**

Deputations may be heard on a matter or matters covered by a report on this agenda and approved by the Chairperson.

There were no deputations by appointment at the time the agenda was prepared.

## **6. Presentation of Petitions / Ngā Pākikitanga**

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

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## Waipapa Papanui-Innes Community Board OPEN MINUTES

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**Date:** Friday 29 January 2021  
**Time:** 9am  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

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**Present**

Chairperson	Emma Norrish
Deputy Chairperson	Simon Britten
Members	Pauline Cotter
	Mike Davidson
	Ali Jones
	Emma Twaddell

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29 January 2021

Elizabeth Hovell  
Manager Community Governance, Papanui-Innes  
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- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
- 

The agenda was dealt with in the following order.

**1. Apologies / Ngā Whakapāha**

There were no apologies.

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

**Part B**

Emma Twaddell declared an interest in Item 10. The 2021 Discretionary Response Fund Application from the St Albans Residents Association and took no part in the Board's discussion or voting on this item.

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

**Part C**

**Community Board Resolved PICB/2021/00001**

That the minutes of the Waipapa/Papanui-Innes Community Board meeting held on Friday, 18 December 2020 be confirmed.

Pauline Cotter/Emma Twaddell

**Carried**

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

**Part B**

There were no public forum presentations.

**5. Deputations by Appointment / Ngā Huinga Whakaritenga**

**Part B**

There were no deputations by appointment.

## 6. Presentation of Petitions / Ngā Pākikitanga

### Part B

- 6.1 Francine Bills presented a petition regarding Planned Residential Developments in Mersey and Westminster Streets.

### Community Board Resolved PICB/2021/00002

### Part B

That the Waipapa/Papanui-Innes Community Board:

1. Receive the petition and refer it to the Regulatory and Performance Committee for investigation, to complement the correspondence previously sent in December 2020, and request a response back to the Board.
2. Request a briefing on the whole resource consent process including the urban design panel and their involvement in the process.
3. Thank Francine Bills for her petition and presentation.

Pauline Cotter/Ali Jones

Carried

## 7. Briefings

The Board was briefed on the following projects:

- 7.1 Orion – 66v Cable Project Belfast
- 7.2 Christchurch City Council – Bus Priority Lane Trial Cranford Street

Pauline Cotter left the meeting at 10:03am and returned to the meeting at 10:05am.

## 8. Proposed renaming of Styx River Reserve No. 2 and Kaputone Esplanade Reserve

### Board Comment

The Board supported the renaming of both reserves and also requested that staff take the opportunity to correct the historical misspelling of the Kaputone Stream.

### Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board:

1. Approve that staff engage with the community about the proposed renaming of two reserves:
  - a. Styx River Reserve No. 2 rename to Te Waoku Kahikatea (outlined in Attachment A)
  - b. Part of Kaputone Esplanade Reserve rename to Te Waoku Kapuka (outlined in Attachment B)
2. Request staff to report back to the Community Board on the outcome of the consultation.

**Community Board Resolved PICB/2021/00003**

**Part C**

That the Waipapa/Papanui-Innes Community Board:

1. Approve that staff engage with the community about the proposed renaming of two reserves:
  - a. Styx River Reserve No. 2 rename to Te Waoku Kahikatea (outlined in Attachment A of the agenda report).
  - b. Part of Kaputone Esplanade Reserve rename to Te Waoku Kapuka (outlined in Attachment B of the agenda report).
2. Request staff to report back to the Community Board on the outcome of the consultation.
3. Request that staff begin the process of returning the name of the Kaputone Stream to the original Māori name of Kā Pūtahi.

Ali Jones/Pauline Cotter

Carried

**9. Youth Development Fund Application Process**

**Community Board Resolved PICB/2021/00004**

**Officer Recommendations Accepted Without Change**

**Part C**

That the Waipapa/Papanui-Innes Community Board:

1. Agree to shift delegation from Community Board to the Community Governance Managers to approve grants from the Youth Development Fund of up to \$350.
2. Agree to standardise fund criteria so the criteria are aligned with other Boards as detailed in section 5 of the agenda report.
3. Note that staff have standardised the application form to enhance the customer experience.

Emma Norrish/Ali Jones

Carried



**10. Waipapa/Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - St Albans Residents Association**  
**Community Board Resolved PICB/2021/00005**

**Officer Recommendations Accepted Without Change**

**Part C**

That the Waipapa/Papanui-Innes Community Board:

1. Approves a grant of \$550 from its 2020/21 Discretionary Response Fund to St Albans Residents Association towards the production and publication costs of the St Albans Library history booklet.

Pauline Cotter/Ali Jones

**Carried**

Emma Twaddell declared an interest in the St Albans Residents Association and took no part in the Board's discussion or voting on this item.

**13. Meeting of the Waipapa/Papanui-Innes Community Board's Submission Committee**  
**Board Comment**

The Chair introduced this item and explained that it was necessary to introduce the item to the agenda under Standing Order 6.11. The Chair delivered the following statement as an explanation and verbal report to the meeting:

"There is a need to convene a meeting of the Waipapa/Papanui-Innes Community Board's Submissions Committee to consider four public consultations. The consultations were not open for consideration prior to the closing date for Agenda items for the meeting of 29 January, and the closing dates for submissions are before the Board's next scheduled meeting. This necessitates holding a Submissions Committee meeting prior to the next Board meeting to permit the Board time for consideration and compilation of an informed response to the Council."

**Community Board Resolved PICB/2021/00006**

**Officer Recommendations accepted without change)**

**Part C**

That the Waipapa/Papanui-Innes Community Board resolves to:

1. Consider the matter of setting a date for the Waipapa/Papanui-Innes Community Board's Submissions Committee at this meeting.
2. Convene a meeting of the Waipapa/Papanui-Innes Community Board's Submissions Committee on Wednesday 17 February 2021 at 10.15am in the Board Room, Papanui Service Centre, 5 Restell Street to consider making submissions on matters undergoing public consultation.

Emma Norrish/Pauline Cotter

**Carried**

## 11. Waipapa/Papanui-Innes Community Board Area Report - December 2020 Community Board Resolved PICB/2021/00007

### Officer Recommendations Accepted Without Change

#### Part B

That the Waipapa/Papanui-Innes Community Board:

1. Receive the Waipapa/Papanui-Innes Community Board Area Report for December 2020.

Emma Norrish/Simon Britten

Carried

#### Community Board Resolved PICB/2021/00008

2. Receive the information in the memorandum (Attachment C of the agenda report) relating to the Main North Road Bus Lane project, described in paragraph 4.3 of this report.

Emma Norrish/Simon Britten

Carried

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

#### Part B

Board Members exchanged information on matters of interest.

- The receipt of the Start Work Notice for the works on Trafalgar Street.
- The Māori name and appropriate signage for the St Albans Community Centre.
- Investigating building a new fence between the St Albans Community Centre and the neighbouring property on the St Albans Street side.
- The Forfar Street 'Play Streets' road closure trial for community-led activities.
- Communication and liaison with the police about anti-social behaviour in the Edgware Village.
- A query from a member of the local community regarding the consultation process for the Wheels to Wings Major Cycleway.
- The speed limit signage and behaviour of drivers approaching the Cranford Street roundabout travelling South along the Christchurch Northern Corridor.

**Meeting concluded at 10.27am.**

**CONFIRMED THIS 19TH DAY OF FEBRUARY 2021.**

**EMMA NORRISH  
CHAIRPERSON**



## 7. Proposed Road Names - 8 Blakes Road

Reference / Te Tohutoro: 21/62638

Report of: Paul Lowe, Principal Advisor Resource Consents,  
Paul.Lowe@ccc.govt.nz

General Manager: Leonie Rae, Consenting & Compliance  
Leonie.Rae@ccc.govt.nz

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to approve the proposed road names at 8 Blakes Road in Belfast.
- 1.2 This report is staff generated resulting from a naming request received from the subdivision developer.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board resolve to:

1. Approve the following new road names for 8 Blakes Road (RMA/2020/2932)
  - a. Road 2 - Dallimore Drive
  - b. Road 4 - Texel Crescent
  - c. Road 10 - Sarah Nicholls Street
  - d. Road 6A - Sedge Street

### 3. Background / Te Horopaki

#### Introduction / Te Whakatkinga

- 3.1 Road naming requests have been submitted by Harrison Grierson Consultants on behalf of the developer, for the subdivision of 8 Blakes Road (RMA/2020/2932). A preferred name and alternative names, have been put forward by the developer for each road.
- 3.2 The recommended road names have been checked against existing road names in Christchurch and bordering districts, for duplication, alternative spelling, or other similarities in spelling or pronunciation to avoid the potential for confusion. The proposed names are considered sufficiently different to existing road names.
- 3.3 The recommended road names have been checked against the Council's Roads and Right-of-Way Naming Policy dated 2 November 1993 and are considered to be consistent with this policy except as outlined below.
- 3.4 The recommended road names have also been checked against the Australia and New Zealand Standard AS/NZS 4819:2011 Rural and Urban Addressing. The names are considered to be consistent with the Standard unless otherwise stated below.
- 3.5 Under the Roads and Right-of-Way Naming Policy, the names considered must be requested by the developer. There is not an ability to consider alternative names without first checking whether there are any duplications or similarities with other road and right-of-way names.
- 3.6 Consultation has been undertaken with Land Information New Zealand who have raised no concerns with the proposed road names.

- 3.7 The names requested have been accompanied by an explanation of the background to the names, which is summarised below, along with correspondence with the applicant.

**Assessment of Significance and Engagement / Te Aromatawai Whakahirahira**

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

**Proposed Names**

- 3.11 The proposed roads are shown in **Attachment A**.
- 3.12 The proposed options are related to the historic use of the site as a meat processing plant and Spring Grove farm.
- 3.13 Road 2 - Preferred name: Dallimore Drive
- 3.14 Paul Dallimore has been involved with the arts for more than 25 years and received the Insignia of a Companion of the Queen's Service Order for services to the arts in 2010. He is a founding trustee of the Creative Arts Trust and is a trustee of the Christchurch Art Gallery Trust. Mr Dallimore has also been actively involved in the promoting of local historic buildings and architecture.
- 3.15 Road 4 - Preferred name: Texel Crescent
- 3.16 Texel is a breed of sheep originally from the island of Texel in the Netherlands. They were selected from Denmark and Finland to suit New Zealand and Australian conditions and were introduced into New Zealand in 1988. They are a popular lean meat sheep.
- 3.17 Road 10 - Preferred name: Sarah Nicholls Street
- 3.18 Sarah Sheldon Nicholls was the wife of William Nicholls and they owned the Spring Grove homestead from 1896. Sarah died in 1911 aged 56 in a gig accident on the property. In memory of his late wife, William donated eight acres of his property to Belfast and called it Sheldon Park.
- 3.19 Road 6A - Preferred name: Sedge Street
- 3.20 Sedge is a type of grass-like plant that is commonly found in wetlands. New Zealand has 170 native and 43 introduced sedge species.

**Alternative Names**

- 3.21 Borthwick Drive – Thomas Borthwick & Sons was a meat processing and export company established in 1895. They operated meatworks all over New Zealand, including in Christchurch in the early 20<sup>th</sup> century.
- 3.22 Herdwick Crescent – Herdwick is a breed of sheep native to the Lake District in North West England. They are dual-purpose breed, producing strongly flavoured lamb and mutton and a coarse, grey wool.
- 3.23 Arapawa Road – Arapawa is a breed of sheep found primarily on Arapaoa Island in the Marlborough Sounds. They are likely descendants of merino strains from Australia and have probably been isolated since they were introduced in 1867. This breed is raised primarily for wool.



- 3.24 Dewhurst Road – J H Dewhurst Ltd were retail butchers in most British high streets in the 20<sup>th</sup> century and sold imported lamb from New Zealand. They were founded in 1897 and are linked to the meat processing industry in the southern hemisphere.

**Notes**

- 3.25 Under the Road Naming Policy (clause 13), personal names are to be discouraged unless the name submitted has an historical connection with the property being subdivided, or that of a well-known local identity or prominent Cantabrian, or New Zealander. We note that Mr Dallimore is also associated with the subdivision of this site, however he is also considered to be a prominent Cantabrian given his QSO and services including in the arts to Christchurch and the wider South Island.
- 3.26 A wider masterplan of the subdivision (Attachment A, page 2) is provided to illustrate the location of the wider road network including the design of the proposed 'crescent' road type and its relationship to Road 10.

**Attachments**

No.	Title	Page
A <a href="#">↓</a>	RMA/2020/2932 - Road Naming Plan	16

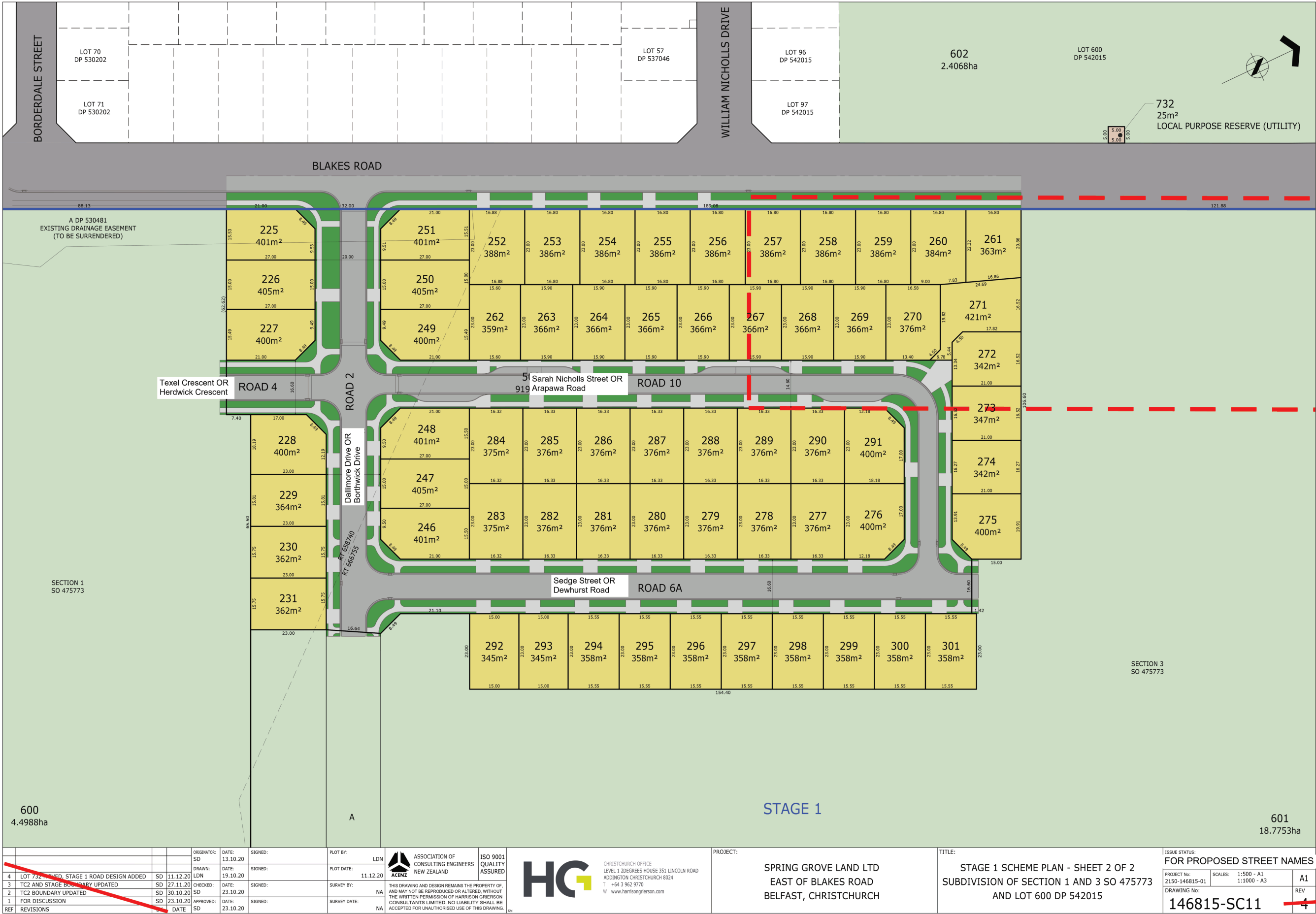
**Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture**

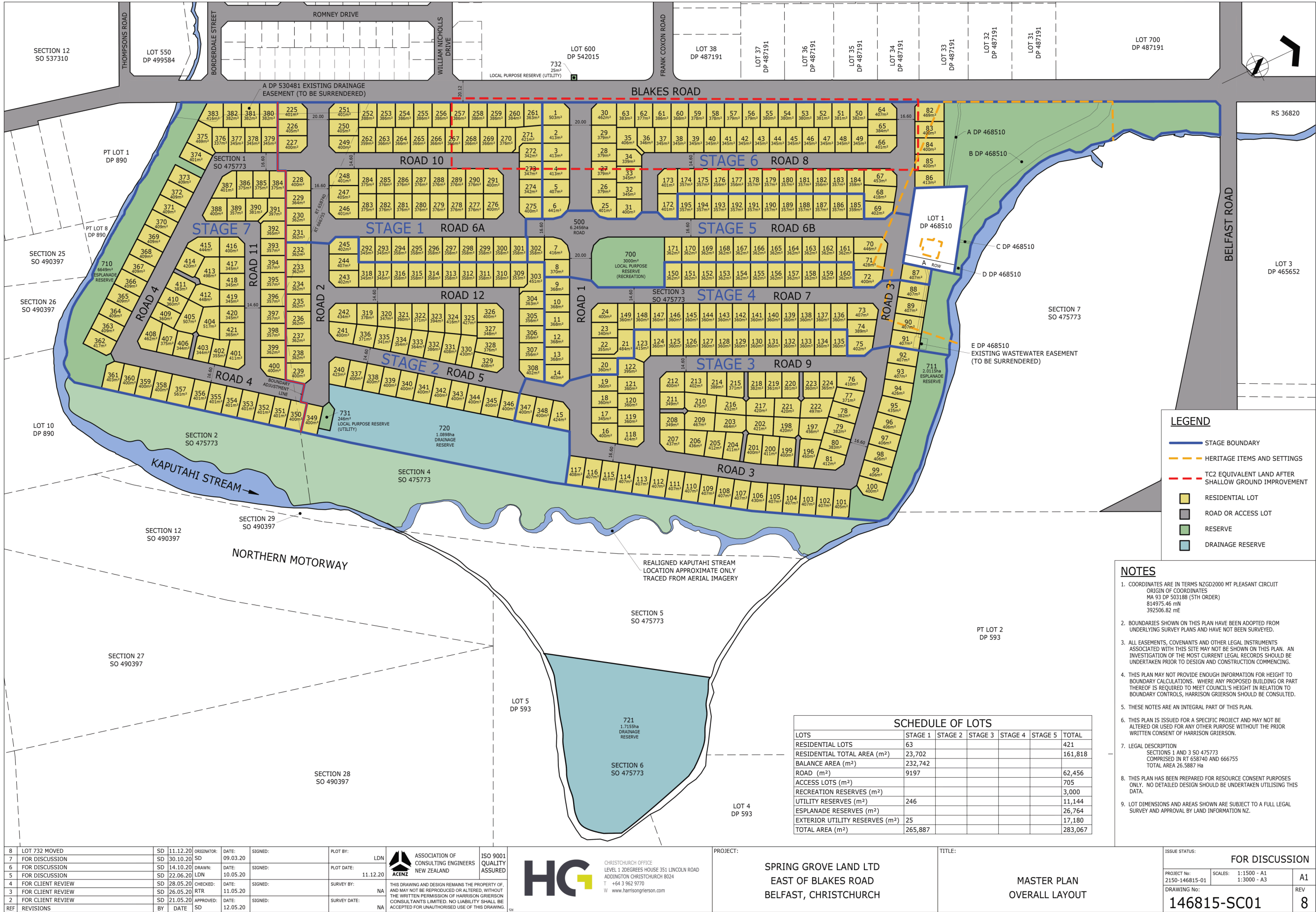
Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(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.







## 8. Bus Priority Lanes Trial - Cranford Street (Innes Road to Berwick Street)

Reference / Te Tohutoro: 21/73237

Report of / Te Pou  
Matua: Georgina Sandilands, Transport Project Manager,  
Georgina.Sandilands@ccc.govt.nz

General Manager /  
Pouwhakarae: Carolyn Gallagher – Acting General Manager City Services,  
Carolyn.Gallagher@ccc.govt.nz

### 1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to approve the implementation of the special purpose bus priority lanes trial following resolutions made by the Council on 26 November 2020 - CNCL/2020/00148 (set out in Attachment A of the report).
- 1.2 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 the relatively small number of residents likely to be impacted by the implementation of the bus priority lanes trial.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board:

1. Approve the layout and design of the special purpose bus priority lanes and any changes to traffic controls required to implement the lanes, as set out in Attachment B of this report.
2. Approve the changes to the parking controls for the duration of the trial, as set out in Attachment C of this report, which includes the temporary removal of 22 carparks, so that the trial can commence.
3. Resolve that the operational hours for the Cranford Street bus priority lanes are 7am to 9am for the city-bound journey and 4pm to 6pm for the north-bound journey.
4. Resolve that this trial will commence on 26 February 2021 for a three month period, in accordance with Council resolution CNCL/2020/00148.

### 3. Reason for Report Recommendations / Ngā Take mō te Whakataua

- 3.1 Council has resolved (CNCL/2020/00148, refer to Attachment A) that following the opening of the Christchurch Northern Corridor, special purpose bus priority lanes are to be trialled on Cranford Street for three months commencing in February 2021. It is to operate city-bound during the morning peak and north-bound during the afternoon peak between Innes Road and Berwick Street.
- 3.2 The current design of the bus priority lanes is recommended by staff and accepted by the Independent Traffic Expert, Dr Shane Turner of Abley. It satisfies the current NZTA bus lane standards and does not reduce the capacity for vehicles at the intersections as required by the Independent Traffic Expert.



#### 4. Alternative Options Considered / Ētahi atu Kōwhiringa

- 4.1 No alternative options to bus priority lanes were considered in this report as the Council resolution CNCL/2020/00148 specifically a trial of special purpose bus priority for this portion of works.
- 4.2 Bus priority lanes for the full length between Innes Road and Berwick Street were assessed. The north-bound bus priority lane is not recommended for installation between Berwick Street and Westminster Street as the length of bus priority lane between the tapers is considered to be insufficient to improve the travel times. This does not apply to the city-bound section.

#### 5. Detail / Te Whakamahuki

##### BACKGROUND/CONTEXT

- 5.1 Resolutions made by the Council at the Extraordinary Council meeting on 26 November 2020 (refer to Attachment A), resolved that there be a trial of special purpose bus priority lanes commencing in February 2021 for three months on Cranford Street between Innes Road and Berwick Street. It delegated authority to the Waipapa/Papanui-Innes Community Board to approve the design and operating hours for the installation of this trial.
- 5.2 Staff have since completed the design for the bus lanes and have commenced engagement with local residents and businesses to inform them of the upcoming trial.
- 5.3 The Cranford Street (Innes-Berwick) bus priority lanes trial spans both directions between Innes Road and Berwick Street (refer to Attachment B):
  - 5.3.1 The city-bound bus priority lane begins at #228 Cranford Street and ends at #106 Cranford Street, a total of 305 metres, with a 70m break over the Westminster Street intersection.

The north-bound bus priority lane begins at #169 Cranford Street (to the north of the Westminster Street intersection) and ends at #227 Cranford Street, a total of 165 metres.
  - 5.3.2 Staff recommend that the operational hours for the Cranford Street bus priority lanes be 7am to 9am for the city-bound journey and 4pm to 6pm for the north-bound journey. This is consistent with existing Christchurch City Council bus priority lanes.
  - 5.3.3 The current car parking on Cranford Street between Innes Road and Berwick Street is allocated in blocks rather than individual parks, as shown in Attachment C. The majority of parking is currently unrestricted along Cranford Street.
  - 5.3.4 The Westminster Street intersection parking is currently time restricted and services the local businesses, the parks will remain time restricted as part of this trial and the parking restrictions during bus lane operational hours will apply.
  - 5.3.5 During bus lane operation times all parking in the city-bound bus lane will be prohibited between 7am and 9am and all parking in the north-bound bus lane will be prohibited between 4pm and 6pm.

5.3.6 Car parking also needs to be removed for the duration of the trial to enable the installation of the bus lanes. The removal of some car parks is needed to reduce potential conflict between all road users. Details for the removed parks follow and Attachment C presents the modifications to car parking.

- Between Dee Street and Westminster Street intersections:
  - Three car parks will be removed from the city-bound bus lane.
  - Six car parks will be removed on the north-bound bus lane.
- Between Westminster Street and Berwick Street intersections:
  - Four car parks will be removed from the city-bound bus lane, two car parks will remain outside the dairy and hairdresser.
  - Nine car parks will be removed from the north-bound bus lane.

Information will be provided to the community regarding the removal of these carparks and changes to the parking restrictions.

5.4 The bus lane has been designed in accordance with NZTA standards and guidelines. Although it is a trial we are required to install all relevant signage. Green lane marking for the bus lane trial will not be completed with epoxy paint as this is difficult to remove should the bus lanes not become permanent.

5.5 A road safety audit of the design has been completed by Beca Ltd and all issues have been resolved.

5.6 The process for implementation, evaluation and reporting for the bus priority lane trial follows:

5.6.1 The bus priority lane trial is to be implemented in February 2021, and the trial evaluation period will be three months. (End of February 2021 to the end of May 2021).

5.6.2 Traffic monitoring information (counts, speeds and behaviour) of the surrounding local roads and Cranford Street will be collected for the duration of the trial period. (End of February 2021 to the end of May 2021).

- The traffic monitoring is part of a wider monitoring programme being undertaken to meet the requirements of the Downstream Effects Management Plan.

5.6.3 Bus journey time data will be collected to evaluate the effectiveness of the bus priority lane on journey times in both directions between Innes Road and Berwick Street. Data will also be sought from the ECAN on bus patronage during the trial period.

5.6.4 Feedback will be sought from the local and wider community during the trial period. Feedback will be via online submissions and face to face meetings with local business owners.

5.6.5 Post-trial analysis and evaluation of the bus lane will be carried out using the information collected during the trial period. This will commence at the end of May 2021, with a duration of approximately two months.

- Success factors for the bus priority lanes are difficult to measure, it is currently expected that the journey times for local bus routes will not be significantly improved, and rather the direct bus routes from Rangiora and Kaiapoi will see most benefit.

5.6.6 A report and proposed resolutions will be submitted to the Community Board and Council for consideration. The current target is the 12 August 2021 Council meeting.

- 5.7 The total duration the bus lanes will be operational prior to resolution by Council will be in excess of the three month trial period. This is necessary to allow sufficient time for the trial to end and then subsequent analysis and reporting to be completed. The total time for the bus lane to be operational is expected to be five months. The Community Board has the delegation to approve the bus lane trial for the time period of three months. Staff will present to the Urban Development and Transport Committee to extend the trial period for the additional two months to allow for those operational requirements.
- 5.8 The decision affects the following wards/Community Board areas:
- Innes Ward and Papanui/Innes Community Board area.

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

### Strategic Alignment / Te Rautaki Tīaroaro

- 6.1 The proposed recommendation is consistent with the Christchurch Transport Strategic Plan and is also consistent with the Council's Strategic Priorities as it supports enabling active and connected communities to own their future.
- 6.2 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):
- 6.2.1 Activity: Public Transport Infrastructure
- Level of Service: 10.4.3 Improve the reliability of passenger transport journey time. -  
>= 86%. Customers have choices - More people are choosing to travel by bus.

### 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 The implementation of a bus priority lane supports Climate Change initiatives by making public transport more desirable and reducing vehicle emissions.

### Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.6 The bus priority lane trial will have limited impact on accessibility.

## 7. Resource Implications / Ngā Hīraunga Rauemi

### Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to implement trial – The cost estimate to install the bus lanes trial is \$20,000. These costs are included in the Down Stream Works Construction Package 2 contract with Fulton Hogan. Should the trial become permanent an additional cost of \$52,000 is expected for repainting of the bus lanes with permanent (epoxy or polyurethane) skid resistant surfacing.
- 7.2 Enforcement costs during trial period – Enforcement of parking and driving in the bus priority lanes when they are operational is required during the trial period. The following costs have been estimated for the bus lanes trial:
- Tow truck vehicle removal costs under the existing Council contracts: \$140/hr.
  - Hourly Staff rate for monitoring and enforcing driving within the bus lanes: \$90/hr.

- Hourly Staff rate for enforcement of other parking restrictions: \$65/hr.

- 7.3 Maintenance/Ongoing costs - The recommendation does add additional maintenance and ongoing costs. The maintenance costs have not been estimated for the duration of the trial. Maintenance costs will be estimated and reported for any recommended permanent solutions.
- 7.4 Funding Source - The project is currently funded through the Council's Long Term Plan, project number #17088.

#### **Other / He mea anō**

- 7.5 The Council is currently carrying out a monitoring programme of traffic levels in the study area to understand traffic changes following the opening of the Christchurch Northern Corridor. This monitoring programme is consistent with the recommendation of the Independent Traffic Expert and the Downstream Effects Management Plan. This work will continue as part of the preferred option and budget is currently allocated within the draft 2021-31 Long Term Plan.

### **8. Legal Implications / Ngā Hīraunga ā-Ture**

- 8.1 This report has been reviewed and approved by the legal services unit.

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

- 8.2 The Council resolved on 26 November 2020 to trial a bus priority lane on Cranford Street for a three month period. Bus priority lanes are a form of special vehicle lane authorised by Council resolution under clause 18 of the Traffic and Parking Bylaw 2017.
- 8.3 By resolution on the same date, the Council delegated to the Waipapa/Papanui-Innes Community Board the authority to approve the design and operating hours for installation of this bus priority lane.

#### **Other Legal Implications / Ētahi atu Hīraunga-ā-Ture**

- 8.4 The Waipapa/Papanui-Innes Community Board does not have the delegation to prescribe the bus priority lane trial for longer than a three month period.
- 8.5 Unless the Council makes a further delegation only the Council has the authority to prescribe the permanent installation of a special purpose bus priority lane after the trial.
- 8.6 The Council is obligated under the conditions of the resource consent for the Christchurch Northern Corridor to follow the recommendations of the Independent Traffic Engineer in the Downstream Effects Management Plan (DEMP). The DEMP did not initially recommend this bus priority lane trial but the Independent Traffic Expert has reviewed and approved this trial.
- 8.7 In terms of the enforcement of the bus priority lane, the Council's parking compliance officers have the powers of parking wardens under the Land Transport Act 1998. Parking wardens are authorised to enforce the provisions of special vehicle lane offences, and in particular infringement offences. Special vehicle lane infringement offences include parking a vehicle in a special vehicle lane (\$60 infringement fee), and the unauthorised use of a special vehicle lane (\$150 infringement fee).

### **9. Risk Management Implications / Ngā Hīraunga Tūraru**

- 9.1 There is a risk that the implementation of a bus priority lane trial will impact the flow of traffic on Cranford Street and the local streets. Traffic monitoring will be continuous during the trial and will inform Staff if rat-running is becoming an issue.

- 9.2 There is a risk that an increase of rat-running on local streets may be incorrectly attributed to the bus priority lanes.
- 9.3 At the end of the bus priority lanes trial and reporting period the views of the Council and the Independent Traffic Expert may differ. This may be in regard to outcomes of the trial, staff recommendations, or, permanent solution for Cranford Street.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Extraordinary Council Meeting - 26 November 2020 - Minutes	25
B <a href="#">↓</a>	Cranford Street Bus Priority Lane Layout - A3	28
C <a href="#">↓</a>	Cranford Street Bus Priority Lane Parking - A3	29

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

Document Name	Location / File Link
Not applicable	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

<b>Author</b>	Georgina Sandilands - Project Manager
<b>Approved By</b>	Lynette Ellis - Manager Planning and Delivery Transport Richard Osborne - Head of Transport Carolyn Gallagher - Acting General Manager City Services





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## Christchurch City Council EXTRAORDINARY MINUTES

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**Date:** Thursday 26 November 2020  
**Time:** 12.04pm  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Jimmy Chen
	Councillor Catherine Chu
	Councillor Melanie Coker
	Councillor Pauline Cotter
	Councillor James Daniels
	Councillor Mike Davidson
	Councillor Anne Galloway
	Councillor James Gough
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Phil Mauger
	Councillor Tim Scandrett
	Councillor Sara Templeton

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**26 November 2020**

**Principal Advisor**

Dawn Baxendale  
Chief Executive  
Tel: 941 6996

Jo Daly  
Council Secretary  
941 8581  
jo.daly@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

Watch Council meetings live on the web:  
<http://councillive.ccc.govt.nz/live-stream>

Council  
26 November 2020

Christchurch  
City Council 

**Karakia Timatanga:** Given by Councillor Daniels

The agenda was dealt with in the following order.

**1. Apologies / Ngā Whakapāha**

**Council Resolved CNCL/2020/00147**

That the apology for absence received from Councillor McLellan be accepted.

Councillor MacDonald/Councillor Coker

**Carried**

The Mayor advised the meeting that item 6. Authority to Delegate Property Purchase Decision to Finance and Performance Committee included in the public excluded Supplementary Agenda has been withdrawn from the agenda.

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

There were no declarations of interest recorded.

**Report from Papanui-Innes Community Board - 16 October 2020**

**3. Cranford Street (Innes Road - Berwick Street) Improvements**

Dr Shane Turner joined Officers in responding to members' questions on.

The Council considered the updated Staff Recommendations included in the report, an alternative motion was moved and carried that the Council undertake a trial of a special purpose bus priority lane for three months. The resolution included a delegation to the Waipapa/Papanui-Innes Community for implementation and design of the special purpose bus priority lane.

**Updated Officer Recommendations / Ngā Tūtohu**

That the Council:

1. Resolve that a three month trial and monitoring period be undertaken following the opening of the Christchurch Northern Corridor, and at the end of that period officers and the Independent Expert report back to the Waipapa/Papanui-Innes Community Board and Council as to which measures should be undertaken to provide the best solution for the transport network, acknowledging key partner interests.
2. Note, that during this three month trial and monitoring period temporary traffic measures can be quickly introduced to mitigate any adverse 'rat running' issues on the local streets.
3. Note, that discussions continue with affected residents as identified in the Downstream Effects Management Plan, to explore appropriate designs and temporary traffic management treatments, to mitigate any vehicle movements on local streets by more than 30% above the level that would have occurred without the operation of the Christchurch Northern Corridor, and in particular Francis, Flockton, Thames and Mersey Streets.
4. Note, that the intersections north of Innes Road also be further investigated with residents to explore appropriate designs and temporary traffic management treatments for Knowles Street, McFaddens Road and Weston Road.

Council  
26 November 2020

Christchurch  
City Council 

**Council Resolved CNCL/2020/00148**

That the Council:

1. Resolve that following the opening of the Christchurch Northern Corridor, a special purpose bus priority lane commencing February 2021 is trialled for three months on Cranford Street to operate during the morning and afternoon peak between Innes Road and Berwick Street.
2. Resolve that the special purpose bus priority trialled lane and its impact on local roads are monitored and that officers and the Independent Expert report back to the Waipapa/Papanui-Innes Community Board and Council.
3. Continue discussions with affected residents as identified in the Downstream Effects Management Plan, to explore appropriate designs and temporary traffic management treatments, to mitigate any vehicle movements on local streets by more than 30% above the level that would have occurred without the operation of the Christchurch Northern Corridor, and in particular Francis Avenue, Flockton Street, Thames Street and Mersey Street.
4. Resolve that the intersections north of Innes Road also be further investigated with residents to explore appropriate designs and temporary traffic management treatments for Knowles Street, McFaddens Road and Weston Road.
5. Delegate to the Waipapa/Papanui-Innes Community Board the authority to:
  - a. Prescribe under clause 18 of the Christchurch City Council Traffic and Parking Bylaw 2017, the installation of a special vehicle lane (being a bus priority lane) on Cranford Street between Innes Road and Berwick Street, subject to the following conditions:
    - The special vehicle lane would commence in February 2021 and be for a trial period of three months,
    - The Board to determine the hours of operation of the special vehicle lane in morning and afternoon peak times.
  - b. Resolve the necessary design matters associated with the installation of the special vehicle lane.

Councillor Davidson/Councillor Cotter

**Carried**

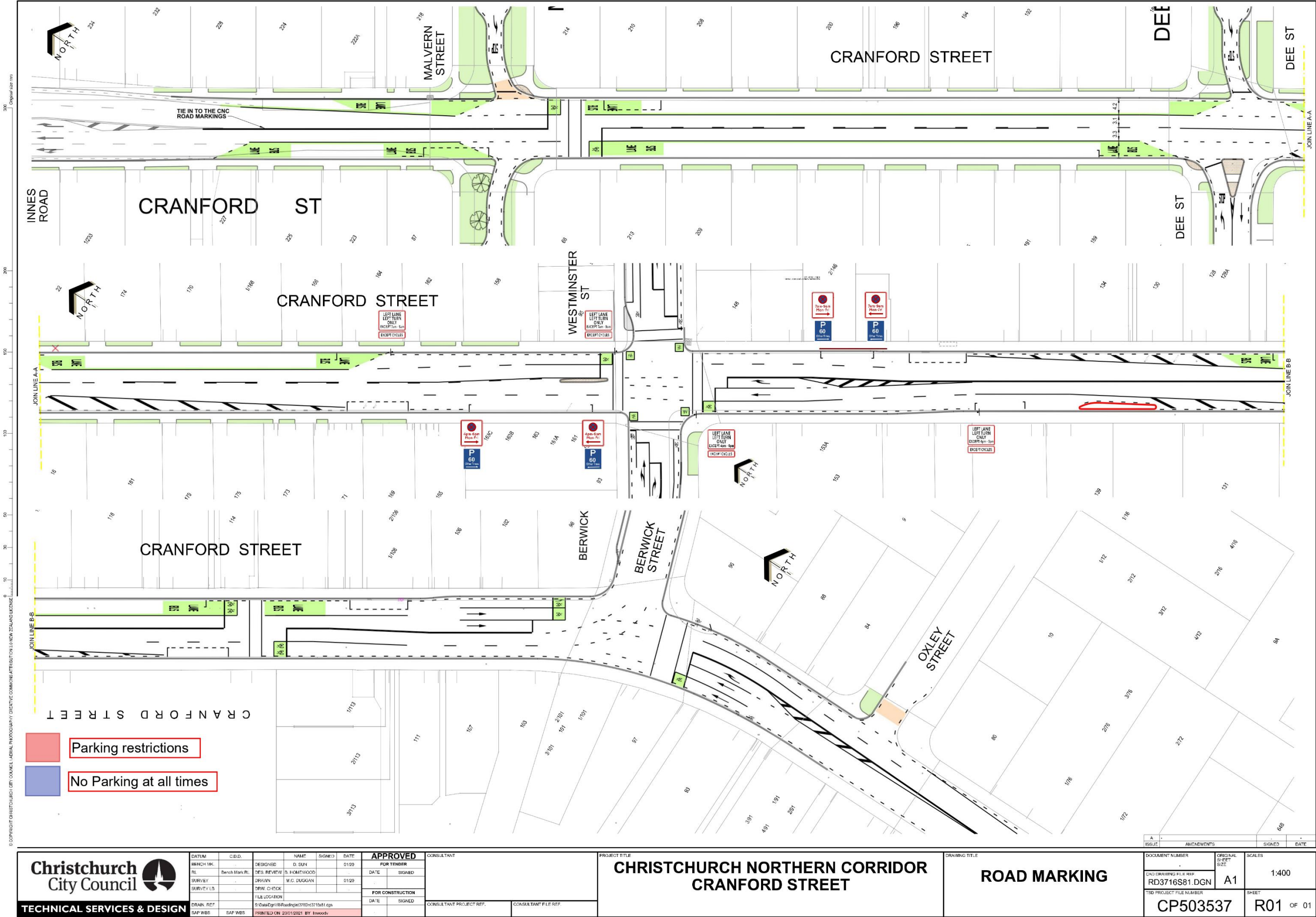
Councillors Chu, Gough, Keown and MacDonald requested that their votes against the resolution be recorded.

**Karakia Whakamutunga:** Given by Councillor Daniels

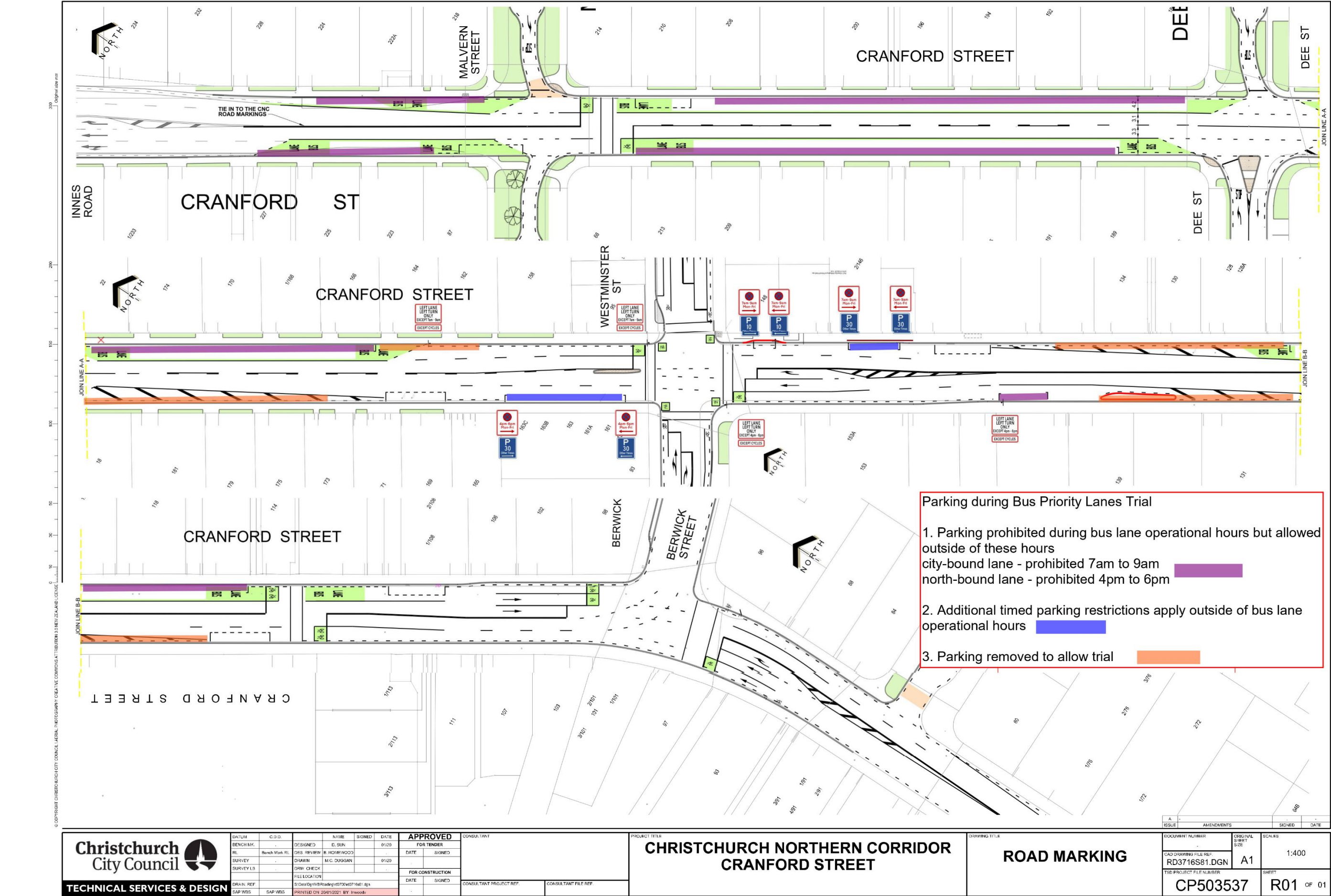
**Meeting concluded at 1.04pm.**

**CONFIRMED THIS 10<sup>TH</sup> DAY OF DECEMBER 2020**

**MAYOR LIANNE DALZIEL  
CHAIRPERSON**









## 9. Waipapa/Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Northgate Community Services Trust.

Reference / Te Tohutoro: 21/95667

Report of / Te Pou Trevor Cattermole: Community Development Advisor  
Matua: Trevor.Cattermole@ccc.govt.nz

General Manager / Mary Richardson: General Manager Citizens & Community  
Pouwhakarae: Mary.Richardson@ccc.govt.nz

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to consider an application for funding from its 2020-21 Discretionary Response Fund (COVID-19) from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00062312	Northgate Community Services Trust	Increased COVID-19 Response Distribution	\$16,500	\$8,000

- 1.2 There is currently a balance of \$31,000 remaining in the fund (COVID-19)

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board:

- Approves a grant of \$8,000 from its 2020-21 Discretionary Response Fund (COVID-19) to Northgate Community Services Trust towards the costs of increased COVID-19 response (distribution in regards to community meals, additional Kai Boxes, and the co-ordination of the community food distribution, job readiness mentoring and family support mentoring.)

### 3. Key Points / Ngā Take Matua

#### Strategic Alignment / Te Rautaki Tīaroaro

- 3.1 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of Building strong Communities. It will provide food resilience and distribution, and the co-ordination of Family/Whanau and Job preparedness advocacy.

#### Decision Making Authority / Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.2.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.2.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions.

- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

### Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

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

### Discussion / Kōrerorero

- 3.6 At the time of writing, the balance of the 2020-21 Discretionary Response Fund (COVID-19) is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$50,000	\$19,000	\$31,000	\$23,000

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

### Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">A</a>	Papanui-Innes Decision Matrix DRF 2020-21 - Northgate Community Services Trust	33

### 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	Trevor Cattermole - Community Development Advisor
Approved By	Elizabeth Hovell - Manager Community Governance, Papanui-Innes



2020/21 DRF PAPANUI-INNES DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00062312	<b>Organisation Name</b>  Northgate Community Services Trust	<b>Name and Description</b>  <b>Increased COVID-19 Response Distribution</b>  This project deals with the increased post COVID-19 response in regards to Community meals, additional Kai Boxes, and the Co-ordination of the Community food distribution, Job readiness mentoring and Family support mentoring.	<b>Funding History</b>  2020/21 - \$19,000 (Community Support) SCF PI 2020/21 - \$6,000 (Community Support) SCF FWH 2019/20 - \$10,000 (CSW) SCF PI 2019/20 - \$7,000 (CSW) CPF FWH 2018/19 - \$13,500 (CSW) SCF PI 2017/18 - \$1,050 (Youth Development) SGF  <b>Other Sources of Funding</b> Lotteries 2020 application for salaries and wages for part-time Distribution Programme Co-ordinator of \$25,000.	<b>Request Budget</b>  <b>Total Cost</b> \$16,500  <b>Requested Amount</b> \$16,500 <b>100% percentage requested</b>  <b>Contribution Sought Towards:</b> Salaries and Wages – Co-ordination: \$5,000 Equipment/Materials - Weekly Meals: \$4,000 Equipment/Materials - Additional Kai Boxes: \$7,500	<b>Staff Recommendation</b>  <b>\$ 8,000</b>  That the Waipapa/Papanui-Innes Community Board approve a grant from its 2020-21 Discretionary Response Fund of \$8,000 to the Northgate Community Services Trust as a contribution towards the post COVID-19 Response in respect of additional wages of the Co-ordinator of the Community food distribution, Job readiness, Family support mentoring programme and the additional costs of the provision of community meals and extra Kai Boxes.	<b>Priority</b>  <b>1</b>
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<b>Organisation Details:</b>  Service Base: 95A Sawyers Arms Road, Papanui, Christchurch  Legal Status: Charitable Trust  Established: 17/09/2003  Staff – Paid: 13  Volunteers: 70  Annual Volunteer Hours: 3007  Participants: 200  Target Groups: Community Development  Networks: North-West Collective  <b>Organisation Description/Objectives:</b> To provide educational and health initiative, social and physical activities, practical support and mentoring for people in our community, including families, youth, the aged, the disabled and the disadvantaged.	<b>Alignment with Council Strategies and Policies</b> <ul style="list-style-type: none"><li>Strengthening Communities</li><li>Youth and Childrens Strategy</li><li>Multi-Cultural Strategy</li><li>Older Persons Strategy</li></ul> <b>Alignment with Council Funding Outcomes</b> <ul style="list-style-type: none"><li>Support, develop and promote capacity</li><li>Community participation and awareness</li><li>Enhance community and neighbourhood safety</li><li>Provide community based programmes</li><li>Reduce or overcome barriers</li><li>Foster collaborative responses</li></ul> <b>Outcomes that will be achieved through this project</b>  Distribution Programme Co-ordinator to oversee the distribution of food, clothing and essential household needs.  The co-ordinator will also oversee the mentoring programme which includes the support of people in the areas of personal finances, job readiness, family support (including emotional and mental health).  Free Community meals once a week for an average of 50 people.  Increased distribution of Kai Boxes to the community.  <b>How Will Participants Be Better Off?</b>  Individuals affected by COVID-19 will be supported through the distribution of food boxes, hot meals, clothing, essential household items, one-to-one mentoring for families in the areas of relationships, finances, emotional and mental challenges and the provision of support to help individuals into ongoing employment.	<b>Staff Assessment</b>  This application is recommended as a Priority One due to its reach and depth of service delivery in respect of the Trust's ongoing and additional post COVID-19 response of the increased co-ordination required for the production and delivery of a free hot Community meal for an average of 50 people per week, the increased provision and distribution of Kai boxes to those most needy in the community, and the one-to-one mentoring programme for individuals and Whanau, which identifies the immediate needs of extra and ongoing distribution of food, clothing family support and essential household needs and the long term goals of pre-employment training and the gaining of employment.  Northgate's vision is to empower others to serve. Therefore, volunteers gift their time and skills to plan, organise and deliver this weekly meal. Leftover meals are frozen, ready to hand out to individuals and families. At the end of the evening there are also people in the community donated several items of food to give away.  The event is about more than just food. It is all about connection as well, both for the volunteers and for the visitors. The meals are an important conduit for building relationships and learning to know the people who attend. The Trust is able to ascertain what other needs the families may have, make connection and then to work one to one with families and individuals to address their wider needs, not only food, clothing, and essential household items but importantly via, one-to-one mentoring for families in the areas of relationships, finances, emotional and mental challenges and the provision of support to help individuals into ongoing employment.  Northgate is also in the position to start providing other essentials to families and individuals in need. A donated flow of household items are available and the Trust are in the process of creating an infrastructure and storage area that ensures the available provision of both clothing and household items to those who need it urgently and those who need a hand to get started in life. Northgate is very privileged to share the site with an OpShop that are willing to provide clothing free of charge for urgent families and individuals in need. Prior to this expansion of the programme, Northgate was already distributing boxes of veggies during the week. This programme started during the COVID-19 Lockdown when Northgate delivered Kai boxes donated via an MSD grant and sourced from the Community Focus Trust. The request and demand for extra Kai boxes though, comes at an additional cost (10 extra Gold Produce Kai Boxes per week @ \$15 each).  In summary the Trust seeks support for this additional post COVID-19 response work in regards to the ongoing provision of a weekly hot meal, additional Kai Boxes and a contribution towards the Salary and wages for Distribution Programme Co-ordinator to oversee the distribution of food, clothing and essential household needs. This person will also be the initial contact that will seek to understand the needs of individuals connecting with Northgate through their other programmes. Being able to mentor and connect individuals and families with volunteer mentors will be an important part of this role. The mentoring programme includes the support of people around personal finances, job readiness, and family support (including emotional and mental health).
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## 10. Waipapa/Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Papanui Baptist Church Community Services Freedom Trust.

Reference / Te Tohutoro: 21/96143

Report of / Te Pou Trevor Cattermole: Community Development Advisor  
Matua: Trevor.Cattermole@ccc.govt.nz

General Manager / Mary Richardson: General Manager Citizens & Community  
Pouwhakarae: Mary.Richardson@ccc.govt.nz

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waipapa/Papanui-Innes Community Board to consider an application for funding from its 2020-2021 Discretionary Response Fund (COVID-19) from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00062311	Papanui Baptist Church Community Services Freedom Trust	Wages for Additional Community Worker / Administrator	\$9,000	\$8,000

- 1.2 There is currently a balance of \$31,000 remaining in the fund (COVID-19)

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board:

- Approves a grant of \$8,000 from its 2020-21 Discretionary Response Fund (COVID-19) to Papanui Baptist Church Community Services Freedom Trust towards the wages for an additional Community Worker/Administrator.

### 3. Key Points / Ngā Take Matua

#### Strategic Alignment / Te Rautaki Tīaroaro

- 3.1 The recommendation is strongly aligned to the Strategic Framework and in particular the strategic priority of Building strong Communities. It will provide post COVID-19 support to the organisation and community through the employment of an additional part time Community Worker/Administrator.

#### Decision Making Authority / Te Mana Whakatau

- 3.2 The Community Board has the delegated authority to determine the allocation of the Discretionary Response Fund for each community.
- 3.2.1 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.2.2 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions.

- Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

### Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

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

### Discussion / Kōrerorero

- 3.6 At the time of writing, the balance of the 2020-21 Discretionary Response Fund (COVID-19 is as below).

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$50,000	\$19,000	\$31,000	\$23,000

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

### Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">A</a>	Papanui-Innes Decision Matrix DRF 2020-21 - Papanui Baptist Church Community Services Freedom Trust	37

### 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:

- sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- 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	Trevor Cattermole - Community Development Advisor
Approved By	Elizabeth Hovell - Manager Community Governance, Papanui-Innes



2020/21 DRF PAPANUI-INNES DECISION MATRIX

Priority Rating

One	Meets all eligibility criteria and contributes <b>significantly</b> to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00062311	<b>Organisation Name</b>  Papanui Baptist Church Community Services Freedom Trust	<b>Name and Description</b>  <b>Wages for Additional Community Worker / Administrator</b>  This position is necessary as a direct response to the increased need and in the community post COVID-19. Since the lock-down there has been a dramatic increase in work related to people in social and emotional stress. The resultant workload on the only Community Worker (Damian Ardell) is such that it is now vital that an assistant Community Worker / Administrator be employed for 10 hours per week, to enable Damian to work more closely with existing and new individuals and families/whanau who are presenting in ever-increasing numbers.	<b>Funding History</b>  2020/21 - \$19,000 (Community Worker) SCF PI 2020/21 - \$9,000 (Community Worker) SCF FWH 2019/20 - \$13,000 (Community Worker) SCF PI 2019/20 - \$6,000 (Community Worker) SCF FWH 2018/19 - \$13,000 (Community Worker) SCF PI 2018/19 - \$6,000 (Community Worker) SCF FWH 2017/18 - \$13,000 (Community Worker) SCF PI 2017/18 - \$8,000 (Community Worker) SCF FWH  <b>Other Sources of Funding</b> Other funders to be approached.	<b>Request Budget</b>  <b>Total Cost</b> \$12,000  <b>Requested Amount</b> \$ 9,000 <b>75% percentage requested</b>  <b>Contribution Sought Towards:</b> Salaries and Wages: \$9,000	<b>Staff Recommendation</b>  <b>\$ 8,000</b>  That the Waipapa/Papanui-Innes Community Board approve a grant from its 2020-21 Discretionary Response Fund of \$8,000 to the Papanui Baptist Church Community Services Freedom Trust towards the costs and wages of an additional Community Worker/ Administrator due to the increased COVID-19 support and services needed.	<b>Priority</b>  <b>1</b>
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<b>Organisation Details:</b>  Service Base: 144 Sawyers Arms Road, Northcote, Christchurch  Legal Status: Charitable Trust  Established: 3/09/1997  Staff – Paid: 1  Volunteers: 44  Annual Volunteer Hours: 4826  Participants: 400  Target Groups: Community Development  Networks: North West Collective, Neighbourhood Links, Northcote School, Baptist Union of NZ, Mainly Music NZ.  <b>Organisation Description/Objectives:</b> He ruruku kia whakamahiri i a tātou, tamariki mai, pakeke mai, e tū pakari ai hei hunga whai whakaaro i ngā hapori manaaki.  We are committed to partnering with children and adults to support people to become strong contributing members of caring communities.	<b>Alignment with Council Strategies and Policies</b> <ul style="list-style-type: none"><li>Strengthening Communities</li><li>Youth and Childrens Strategy</li><li>Multi-Cultural Strategy</li><li>Older Persons Strategy</li></ul> <b>Alignment with Council Funding Outcomes</b> <ul style="list-style-type: none"><li>Support, develop and promote capacity</li><li>Community participation and awareness</li><li>Enhance community and neighbourhood safety</li><li>Provide community based programmes</li><li>Reduce or overcome barriers</li><li>Foster collaborative responses</li></ul> <b>Outcomes that will be achieved through this project</b>  More people will be provided with long-term in-depth mentoring.  The strain on our volunteer pool would be reduced by having a second Worker to support them.  People will be supported to access a greater range of supports and opportunities.  Resultant Administration support will allow the current Community Worker to focus more deeply on the wide range issues that individuals/families/whanau are grappling with post COVID-19.  <b>How Will Participants Be Better Off?</b>  As above children and adults of all ages have a need to feel connected to a caring community and to have the opportunity to develop their lives in a positive manner. The additional capacity will result in a deeper relationship and more long-term lasting impacts in people's lives.	<b>Staff Assessment</b>  This application is recommended as a Priority One due to its reach and depth of service delivery in respect of the Trust's increased post COVID-19 response and the continuing need to maintain and expand these extra supports and to accommodate the increasing numbers of families and individuals seeking support.  Currently the sole Community Worker at Papanui Baptist currently delivers the core work of the Trust and the increased COVID-19 workload. The ongoing impact of COVID-19 continues to add pressure on the Community Worker both personally and professionally and the need to continue supporting those who come to use the service is having an effect on what the Trust are able to provide in respect of volunteers and staffing. This grant would resource the Trust to provide for the increased demand in support to individuals and families. Because of the economic impacts of COVID-19, it has been increasingly difficult to maintain and develop further responses with the current limited hours and salary of an already stretched human resource.  The additional stresses of COVID-19 have placed increased strains on the ability of many to connect positively with the ongoing impact on client's mental health, emotional confidence and ability to interact with others presenting a more complex array of issues that the Community Worker is required to deal with. These issues also have serious implications for client's physical and socio-economic wellbeing. Currently Papanui Baptist Freedom Trust provides food parcel delivery services, a programme for pre-schoolers and their parents, a sewing programme, a cards and games programme, a community lunch, a Social English programme for migrants, and one-on-one work with an increasing amount of people in the community dealing with issues such as social isolation, addictions and dependency, and anti-social behaviour in the home and community. The Trust is also actively involved with initiatives such as the Northcote School Breakfast Club and other collaborative work such as via the North West Collective and Northcote Stakeholders.  The sole Community Worker is responsible for the delivery of all these initiatives and programmes including the organisation and support of not only an aging volunteer base (44), but also the one-on-one support of families and individuals within the Community, and the support and resultant ongoing collaboration with other organisations within the wider community in the delivery of joint services and initiatives.  This position is necessary as a direct response to the increased need and in the community post COVID-19. Since the lock-down. The importance of the part time assistant Community Worker / Administrator position will not only support the comprehensive work currently undertaken by the Community Worker but also enable work that is more intensive with existing and new individuals and families/whanau who are presenting in ever-increasing numbers.  In summary, this project will provide additional capacity for a deeper relationship and more significant engagement with the local community, while concurrently protecting and enhancing the valuable work already undertaken by the Trust.
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## 11. Waipapa/Papanui-Innes Community Board Area Report - January 2021

Reference / Te Tohutoro: 21/23432

Report of / Te Pou Elizabeth Hovell – Community Governance Manager

Matua: Elizabeth.Hovell@ccc.govt.nz

General Manager / Mary Richardson – General Manager Citizens and Community

Pouwhakarae: Mary.Richardson@ccc.govt.nz

### 1. Purpose of Report / Te Pūtake Pūrongo

This report provides the Board with an overview on initiatives and issues current within the Community Board area.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa/Papanui-Innes Community Board:

1. Receive the Waipapa/Papanui-Innes Community Board Area Report for January/February 2021.
2. Convene a meeting of the Waipapa/Papanui Innes Community Board Submissions Committee on Wednesday 17 March 2021 at 10.00am in the Board Room, Papanui Service Centre, 5 Restell Street to consider making submissions on matters undergoing public consultation.
3. Delegate to the Waipapa/Papanui-Innes Community Board Chairperson and Community Governance Manager the joint authority to schedule meeting dates for the Waipapa/Papanui-Innes Community Board Submissions Committee.

### 3. Community Support, Governance and Partnership Activity

#### 3.1 Community Governance Projects

Activity	Detail	Timeline	Strategic Alignment
10 Shirley Road activation	Landscape plan requested	Ongoing	Improve and support community facilities and amenity in the Papanui-Innes Wards.
St Albans Community Centre rebuild	Slight delay due to finishing materials not arriving in the country. Official opening postponed until April.	Ongoing	Improve and support community facilities and amenity in the Papanui-Innes Wards.
Langdons Road	Safety audit requested.	Ongoing	Endorse and encourage a functioning and safe traffic network that supports a connected community.

#### 3.2 Community Funding Summary

- 3.2.1 The 2020-2021 financial year's Positive Youth Development and Discretionary Response Funds Balance Sheet as at 31 January 2021 is attached (refer to **Attachment A**).

### 3.3 Participation in and Contribution to Decision Making

#### 3.3.1 Report back on other Activities contributing to Community Board Plan [for items not included in the above table but are included in Community Board Plan]

- **Summer with your Neighbours**

The Larne Place get together in mid-December was very successful “a lovely afternoon and evening”. The organiser sent in the accompanying photo.



- **Belfast Skate Jam**

Staff attended a very successful Belfast Skate Jam held at Sheldon Park on Friday 12 February from 4-7pm.

Organised by Belfast Community Network and the Papanui-Innes Recreation Advisor, and featuring the Cheap Skates team, the event attracted over 100 skaters of varying abilities who thoroughly enjoyed the day.

The event attracted over 200 people including families who supported the skaters, enjoyed and took advantage of the free sausage sizzle, and made use of the Belfast pool and a Bouncy castle while relaxing in the park.

The Cheap Skates team provided instruction and coaching for beginner skaters and competitions were held for under 13's and over 13's. Families and friends stayed until the end of the event, supporting the skaters and encouraging them in their competition runs.

This successful event fosters a community recreation approach targeting grass roots participation and skill development. The event delivers quality recreation experiences for the children and youth of the Waipapa/Papanui Innes Ward.





### 3.3.2 Council Engagement and Consultation.

- **Wheels to Wings – Papanui ki Waiwhetū Major Cycleway**

*(closes 22 February 2021)*

The Council are seeking the public's views on plans for improved cycling facilities as part of the Wheels to Wings – Papanui ki Waiwhetū Major Cycleway



- **Significant Indigenous Vegetation in the Coastal Environment**

*(closes 23 February 2021)*

The Council is calling for feedback on proposed changes to the District Plan policies and rules around the type and size of native trees and plants (indigenous vegetation) that can be cleared within areas of existing pasture on coastal farmland.



- **Proposed Amendments to the Christchurch Central Recovery Plan to manage noise from the Canterbury Multi-Use Arena**

*(closes 22 February 2021)*

The Council are proposing a range of noise-related conditions and rules for the Arena, including noise limits, finishing times, numbers of concerts a year and requirements for noise insulation. We believe these proposed measures represent an appropriate balance that will enable the Arena to achieve economic and social benefits for the city, while also managing and reducing noise for neighbours.

- **The draft Central City Parking Policy**

*(closes 22 February 2021)*

The Council are reviewing how we manage parking in the central city, in particular on-street parking. Our proposed policy will help us make decisions about how we use space and provide safer and more people-friendly streets.

**Information sessions:**

*Wednesday 10 February 2021 – any time between 11.30am-1pm  
Te Hononga Civic Offices, 53 Hereford Street,  
Function Room*

*Wednesday 17 February 2021 – any time between 5pm -6.30pm  
Te Hononga Civic Offices, 53 Hereford Street,  
Function Room.*

### 3.3.3 Submissions Committee

- Significant Council consultation processes are anticipated to open in March, including for the Long Term Plan, Climate Change Strategy and Representation Review. Officers recommend scheduling a meeting of the Submissions Committee on 17 March to consider making submissions.
- Officers further recommend that the Board considers delegating authority to the Community Board Chairperson and Governance Manager to schedule future meetings of the Submissions Committee. This would allow for a more efficient process for scheduling meetings without needing to prepare a report to the

Community Board each time a Submissions Committee meeting needs to be scheduled. It will also allow for a more responsive process so that a meeting can be scheduled as soon as the timeframes for the submission period become known, rather than waiting for the next Community Board meeting before a date can be scheduled. The Board will still be consulted to determine which consultations they wish to lodge a submission on.

### 3.4 Governance Advice

#### 3.4.1 High Density Housing Development Westminster and Malvern Streets, St Albans

At its meeting on 18 December 2020 the Board received a letter from St Albans residents regarding the high density housing development taking place in Westminster and Malvern Streets. The Board was advised that community boards are precluded from involvement in the Resource Management Act processes by legislation and therefore have no influence on the outcomes of Hearing Panels. The Chairperson also advised the Board that the Resource Management Act processes are currently under review.

The Board decided to raise the matter in the Board's report to Council in January 2021, write a letter to the Commissioners enclosing the correspondence and forward the correspondence to the Regulatory Performance Committee.

The local residents followed up by presenting a petition to the Board at its meeting on 29 January 2021, requesting that the Council implement a number of checks and balances for the resource management consent process and look at education for the community regarding their rights under the Resource Management Act.

The Board received the petition and referred it to the Regulatory Performance Committee in support of the correspondence previously forwarded in December. The Regulatory Performance Committee wrote a letter back to the Board in response, this is attached to this report as **Attachment B**.

The Board also requested a briefing on the whole resource consent process including the urban design panel and their involvement in the process.

#### 3.4.2 New Zealand Community Board Conference 2021

The next New Zealand Community Board Conference will be held at the Heartland Hotel Croydon in Gore from Thursday 22 to Saturday 24 April. The conference theme is **Interconnected Communities**.

Governance staff have estimated the cost to attend, including flights, rental car/shuttle, registration fee and accommodation, to be approximately \$1800 per person. As there are limited training budget funds available for member attendance at this conference, members may choose to attend on a self-funded basis.

## 4. Advice Provided to the Community Board

### 4.1 Information sent to the Board:

- CCC: Road Works in Edgeware (*circulated 21 January 2021*)
- CCC: Start Work Notice for Trafalgar Street works (*circulated 29 January 2021*)
- CCC: Wheels to Wings Notice of Motion (*circulated 9 February 2021*)
- CCC: CNC Traffic Monitoring (*circulated 9 February 2021*)

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Papanui-Innes Community Board DRF and PYDF Balance Sheet 2020-2021 as at 2 February 2021	44
B <a href="#">↓</a>	Correspondence from Regulatory Performance Committee - RMA Process Review	45

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Lyssa Aves - Governance Support Officer
<b>Approved By</b>	Elizabeth Hovell - Manager Community Governance, Papanui-Innes Matthew McLintock - Manager Community Governance Team John Filsell - Head of Community Support, Governance and Partnerships

Papanui-Innes Community Board  
2020-21 Discretionary Response and Positive Youth Development Funds Allocations

Papanui-Innes Discretionary Response Fund Project/Service/Description/Group	Allocation 2020-21	Approval Date
Balance of PYDF/DRF Carried Forward from 2019-20 Funding Year	\$ 20,757	6-Aug-20
Discretionary Response Fund Budget Allocation 2020-21 (from SCF)	\$ 87,749	21-Aug-20
<b>Total</b>	<b>\$ 108,506</b>	
<b>Christchurch City Council - one off COVID-19 funding supplement 2020-2021</b>	<b>\$ 50,000</b>	<b>27-Aug-20</b>
Neighbourhood Trust (contribution towards the Whanau Centre and Golden Connections post-COVID 19 response)	\$ 8,000	18-Dec-20
Belfast Community Network (contribution towards the Community COVID 19 Response)	\$ 8,000	18-Dec-20
Papanui Youth Development Trust (training for youth workers in the Papanui-Innes ward)	\$ 3,000	18-Dec-10
<b>COVID-19 INITIATIVE Fund Balance</b>	<b>\$ 31,000</b>	
COVID-19 granted to date	\$ 19,000	
<b>POSITIVE YOUTH DEVELOPMENT FUND (PYDF) - Opening Transfer from Papanui-Innes Community Board 20-21 DRF</b>	<b>\$ 7,500</b>	<b>4-Sep-20</b>
Malvern Scout Group for Harbrow, Dewar, McEwan, S Cooper, B Cooper & Steel (Staveley Adventure Camp, Staveley 2-9 Jan 2020)	\$ 600	4-Sep-20
Maru Kenshikayai Kendo Club for Bayliss, Sawasaki and Tamaki (Rembuden Kendo Taiai Championship, Wellington 3-4 Oct 2020)	\$ 150	18-Sep-20
Papanui High School for Cowell, Crump, Hanrahan and Uchiyama (Spirit of Adventure Trophy Voyage, 29 Oct-3 Nov 2020)	\$ 500	16-Oct-20
Jaze Gear-Jones (Canty Girls U16 Touch Team, National Youth Touch Championship)	\$ 300	18-Dec-20
Belfast School for 12 students (to attend the PYD Trust's Leadership Training Course)	\$ 600	18-Dec-20
Liam Matthew Hill (National Secondary School Athletics Championships, Tauranga 11-13 Dec 2020)	\$ 150	18-Dec-20
<b>POSITIVE YOUTH DEVELOPMENT FUND Balance</b>	<b>\$ 5,200</b>	
PYDF granted to date	\$ 2,300.00	
<b>DISCRETIONARY RESPONSE FUND (DRF) - Initial Amount</b>	<b>\$ 108,506</b>	
Richmond Residents and Business Association (Community Capacity Builder)	\$ 4,000	21-Aug-20
St Albans School (towards the cost of Traffic Wardens)	\$ 2,500	21-Aug-20
Papanui-Innes Community Board (Positive Youth Development Fund 20-21)	\$ 7,500	4-Sep-20
Papanui-Innes Community Board (Summer with Your Neighbours)	\$ 4,000	4-Sep-20
Papanui-Innes Community Board (St Albans Community Centre Opening and Time Capsule placing)	\$ 1,500	18-Sep-20
Papanui-Innes Community Board (Summer with Your Neighbours) unspent funds transferred back to DRF 20-21	-\$ 1,004	16-Oct-20
Papanui-Innes Community Board (Towards transport costs for students for civic education programme purposes)	\$ 2,000	4-Nov-20
Papanui-Innes Community Board (Ring-fenced towards the cost of activation projects on the 10 Shirley Road site)	\$ 15,000	4-Nov-20
Papanui-Innes Community Board (towards Recreation Youth Events)	\$ 7,000	20-Nov-20
Neighbourhood Support (towards working in the local community)	\$ 300	20-Nov-20
Leanne Ward (towards Summer with your Neighbours Erica Street event)	\$ 250	18-Dec-20
Papanui-Innes Community Board (Community Liaison)	\$ 4,000	18-Dec-10
St Albans Residents' Association (towards production and costs of St Albans Library history booklet)	\$ 550	29-Jan-21
<b>DISCRETIONARY RESPONSE FUND Balance</b>	<b>\$ 60,910</b>	
DRF granted to date	\$ 47,596.00	



5 February 2021

Elizabeth Hovell  
Community Governance Manager - Papanui-Innes Community Board  
Papanui Service Centre  
5 Restell Street  
Christchurch 8013

Dear Elizabeth

I am providing you with this letter as a follow up to the letter sent on 18 December 2020 to the Regulatory Performance Committee, relating to the audit of resource consent decisions.

The letter received from residents about high density developments at 47 Mersey Street and 138 Westminster Street, St Albans, along with the petition, has been included in the agenda of the Regulatory Performance Committee meeting held on 5 February 2021.

The Committee considered the information, and received an update on the audit of resource consent applications. Staff advised that an audit was currently underway but that the two applications mentioned are not part of the audit given it commenced prior to decisions on these applications. However, there are other multi-unit decisions that are part of the audit. The audit is intended to identify any improvements in future decision making on resource consent applications.

The Committee does acknowledge that some changes are needed to the District Plan to improve urban design and neighbourhood outcomes. <https://newsline.ccc.govt.nz/news/story/review-shows-room-for-improvement-in-high-density-housing>. Staff are currently working on a Plan Change to address these issues alongside implementing the Government's new directions to further increase building heights and densities in areas of high demand and accessibility. The petition and other feedback have been provided to staff to consider as part of this work.

The Committee did also want to acknowledge the concerns specifically in relation to Mersey and Westminster Streets, but do not have any powers to revisit these applications given they follow a prescribed statutory process.

Please advise your Board members, and concerned residents, that their concerns have been listened to and that work is underway with respect to multi-unit development.

Yours sincerely



**Councillor Tim Scandrett**  
Chair – Regulatory Performance Committee

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

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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.