

Waimāero
Fendalton-Waimairi-Harewood Community Board
AGENDA

Notice of Meeting:

An ordinary meeting of the Waimāero Fendalton-Waimairi-Harewood Community Board will be held on:

Date: Monday 31 May 2021
Time: 4.30pm
Venue: Boardroom, Fendalton Service Centre,
Corner Jeffreys and Clyde Roads, Fendalton

Membership

Chairperson	Bridget Williams
Deputy Chairperson	David Cartwright
Members	Linda Chen
	James Gough
	Aaron Keown
	Sam MacDonald
	Jason Middlemiss
	Shirish Paranjape
	Mike Wall

25 May 2021

Maryanne Lomax
Manager Community Governance, Fendalton-Waimairi-Harewood
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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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Developing Resilience in the 21st Century

Strategic Framework

Whiria ngā whenu o ngā papa,
honoa ki te maurua tāuiki

Bind together the strands of each mat and join
together with the seams of respect and reciprocity

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

Actively collaborating and
co-operating with other
local, regional
and national
organisations

Ensuring
the diversity
and interests of
our communities
across the city and the
district are reflected in
decision-making

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

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

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

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 Waimāero Fendalton-Waimairi-Harewood Community Board meeting held on [Monday, 17 May 2021](#) 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.

4.1 Christchurch Disc Golf Incorporated

Paul Deacon, Chairman, Christchurch Disc Golf Incorporated.

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.

Waimāero Fendalton-Waimairi-Harewood Community Board OPEN MINUTES

Date: Monday 17 May 2021
Time: 4.30pm
Venue: Boardroom, Fendalton Service Centre,
Corner Jeffreys and Clyde Roads, Fendalton

Present

Chairperson	Bridget Williams
Deputy Chairperson	David Cartwright
Members	Linda Chen
	James Gough
	Aaron Keown
	Sam MacDonald
	Jason Middlemiss
	Shirish Paranjape
	Mike Wall

17 May 2021

Maryanne Lomax
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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

Part C

Community Board Resolved FWHB/2021/00037

That the apology for lateness received from Sam MacDonald, be accepted.

James Gough/Aaron Keown

Carried

2. Declarations of Interest / Ngā Whakapuaki Aronga

Part B

Shirish Paranjape declared an interest in Item 9, Waimāero/Fendalton-Waimairi-Harewood 2020-21 Discretionary Response Fund Applications, Riccarton Bush Trust, Papanui Youth Trust, St Barnabas Anglican Church - Parish of Fendalton 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 FWHB/2021/00038

That the minutes of the Waimāero Fendalton-Waimairi-Harewood Community Board meeting held on Monday, 12 April 2021 be confirmed.

David Cartwright/Shirish Paranjape

Carried

4. Public Forum / Te Huinga Whānui

Part B

4.1 Naomi Cook - Disc Golf

Naomi Cook, local resident addressed the Board in relation to a recent incident that occurred at Jellie Park where she was accidentally struck by a disc whilst walking in the park. Ms Cook requested that further safety measures, such as fencing, are put in place where a disc golf course is in a shared green space.

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

Sam MacDonald arrived at 4.42pm.

4.2 Ian Hunt - Plynlimon Park BMX track

Ian Hunt, local resident, addressed the Board about his concerns in relation to communication and the length of time taken to remove an unauthorised BMX track that has been built in Plynlimon Park.

After questions from members, the Chairperson thanked Mr Hunt for his presentation.

The Board requested that staff provide a memorandum to the Board and Mr Hunt on any progress made on the BMX track removal, and any other remedial action planned at Plynlimon Park.

5. Deputations by Appointment / Ngā Huinga Whakaritenga

Part B

5.1 Brett and Elizabeth Keeman - 310-314 Memorial Avenue and Burnside Park Proposed No Stopping Restrictions on Existing Bus Stop

Brett and Elizabeth Keeman, local residents, addressed the Board about their concerns with the proposed no stopping at an existing bus stop outside their home.

After questions from members, the Chairperson thanked Mr and Mrs Keeman for their presentation.

Item 7 of these minutes refers to the Board's decision on this matter.

5.2 Kerrin Joe - 310-314 Memorial Avenue and Burnside Park - Proposed No Stopping Restrictions on Existing Bus Stop

Kerrin Joe, local resident, addressed the Board about their concerns with the proposed no stopping at an existing bus stop outside their home.

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

Item 7 of these minutes refers to the Board's decision on this matter.

6. Presentation of Petitions / Ngā Pākikitanga

Part B

There was no presentation of petitions.

7. 310-314 Memorial Avenue and Burnside Park - Proposed No Stopping Restrictions on Existing Bus Stops

Staff in attendance spoke to the accompanying report.

The Board also took into consideration the deputations from Mr and Mrs Keeman and Ms Joe. (Items 5.1 and 5.2 of these minutes refers).

Officer Recommendations / Ngā Tūtohu

That the Waimāero/Fendalton-Waimairi-Harewood Community Board approves:

1. Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017:
 - a. That the part of Memorial Avenue as indicated as 'Proposed No Stopping Restriction' in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, the stopping of vehicles is prohibited at all times on the north side of Memorial Avenue commencing at 115.0 metres northeast of its intersection with Kendal Avenue, and extending in a south-easterly direction for a distance of 13.0 metres.
 - b. That the part of Memorial Avenue as indicated as 'Existing Marked Bus Stop' in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, a marked bus stop be installed on the north side of Memorial Avenue (beside 312 Memorial Avenue) commencing at a point 128.0 metres northeast of its intersection with Kendal Avenue, and extending in a south-easterly direction for a distance of 15 metres.
 - c. That the part of Memorial Avenue as indicated as 'Proposed No Stopping Restriction' in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, the stopping of vehicles is prohibited at all times on the north side of Memorial Avenue commencing at 143.0 metres northeast of its intersection with Kendal Avenue, and extending in a south-easterly direction for a distance of 3.5 metres.
 - d. That the part of Memorial Avenue as indicated as 'Proposed No Stopping Restriction' in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, the stopping of vehicles is prohibited at all times on the south side of Memorial Avenue commencing at 188.0 metres prolongation of the northeast kerb of its intersection with Kendal Avenue, and extending in a north-westerly direction for a distance of 12.0 metres.
 - e. That the part of Memorial Avenue as indicated as 'Existing Marked Bus Stop' in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, a marked bus stop be installed on the south side of Memorial Avenue (beside Burnside Park) commencing at a point 176.0 metres prolongation of the northeast kerb of its intersection with Kendal Avenue, and extending in a north-westerly direction for a distance of 14.0 metres.
 - f. That the part of Memorial Avenue as existing No Stopping Restriction in Plan TG135638 dated 11 March 2021 in Attachment A of the agenda staff report, the stopping of vehicles is prohibited at all times on the south side of Memorial Avenue commencing at 162.0 metres prolongation of the northeast kerb of its

intersection with Kendal Avenue, and extending in a north-westerly direction for a distance of 5.0 metres.

2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolution 1a to 1h above.
3. That these resolutions take effect when the traffic control devices that evidence the restrictions described in the staff report are in place.

Community Board Resolved FWHB/2021/00039

Part C

The Waimāero/Fendalton-Waimairi-Harewood Community Board resolved to approve option 2 of the staff report – do nothing, no change to the existing marked bus stop.

Sam MacDonald/James Gough

Carried

8. Pinehurst Reserve - Part Change in Reserve Classification

Community Board Resolved FWHB/2021/00040 Original Officer recommendation accepted without change.

Part C

That the Waimāero/Fendalton-Waimairi-Harewood Community Board:

1. Under section 24(1)(b) of the Reserves Act 1977, approve the process to change the classification from 'recreation reserve' to 'local purpose (community buildings) reserve' in respect of that 340m² of part of Pinehurst Reserve being part of Res 5139 as is shown outlined in yellow on the plan attached as **Attachment A** to the staff report from which this resolution emanates ("Affected Part of the Reserve"), be commenced and that the proposed change be publicly notified in accordance with section 24(2) of the Reserves Act 1977.
2. That if no objections are received, the Waimāero/Fendalton-Waimairi-Harewood Community Board approves the change in classification of the affected Part of the Reserve from recreation reserve to local purpose (community building) reserve and authorises staff to seek the approval of the Minister of Conservation (whose power has been delegated to the Chief Executive) to such change.

James Gough/Linda Chen

Carried

9. Waimāero/Fendalton-Waimairi-Harewood 2020-21 Discretionary Response Fund Applications, Riccarton Bush Trust, Papanui Youth Trust, St Barnabas Anglican Church - Parish of Fendalton

Community Board Resolved FWHB/2021/00041 Original Officer recommendation accepted without change.

Part C

That the Waimāero/Fendalton-Waimairi-Harewood Community Board:

1. Approves a grant of \$3,200 from its 2020-21 Discretionary Response Fund to the Riccarton Bush Trust towards the purchase of monitoring and data equipment.
2. Approves a grant of \$2,000 from its 2020-21 Discretionary Response Fund to the Papanui Youth Development Trust towards operational support wages.
3. Approves a grant of \$10,000 from its 2020-21 Discretionary Response Fund to St Barnabas Anglican Church - Parish of Fendalton towards the kitchen redevelopment of the Parish Hall.

Linda Chen/David Cartwright

Carried

10. Waimāero/Fendalton-Waimairi-Harewood Community Board Area Report - May 2021

Community Board Resolved FWHB/2021/00042 Original Officer recommendation accepted without change.

Part B

That the Waimāero/Fendalton-Waimairi-Harewood Community Board:

1. Receive the Waimāero/Fendalton-Waimairi-Harewood Community Board Area Report for May 2021.
2. Receive and note for record purposes, the minutes of the Waimāero/Fendalton-Waimairi-Harewood Community Board's Submissions Committee meeting held on 12 April 2021 to complete Board submissions on Te Mahere Rautaki Kaurera - Our Draft Long Term Plan 2021-31, Draft Ōtautahi Christchurch Climate Change Strategy 2021 and Representation Review Initial Proposal 2021.

Sam MacDonald/Shirish Paranjape

Carried

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

Part B

Board members exchanged information on the following:

- 11.1 Trees at Pasadena Reserve
- 11.2 Pleasing to see progress is being made on Requests for Service that have been logged, including the kerbing issue in Belfast and the repairs to the footpath by Bishopdale New World.

Meeting concluded at 5.28pm.

CONFIRMED THIS 31st DAY OF MAY 2021

BRIDGET WILLIAMS
CHAIRPERSON

7. 107-111 Aikmans Road - Proposed No Stopping Restrictions

Reference / Te Tohutoro: 21/439176

Report of / Te Pou Matua: Edwin Tiong, Area Traffic Engineer, edwin.tiong@ccc.govt.nz

General Manager / Carolyn Gallagher, Acting General Manager of Infrastructure,
Pouwhakarae: Planning & Regulatory Services, carolyn.gallagher@ccc.govt.nz

1. Purpose of the Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waimāero Fendalton-Waimairi-Harewood Community Board to consider installing no stopping restrictions outside 107 to 111 Aikmans Road. This report has been written following requests from residents to address parking issues over driveways.
- 1.2 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the low level of impact and low number of people affected by the recommended decision.
- 1.3 The community engagement and consultation outlined in this report reflect the assessment.
- 1.4 The preferred option is to install no stopping restrictions in accordance with **Attachment A** of this report (Option A).

2. Officer Recommendations / Ngā Tūtohu

That the Waimāero Fendalton-Waimairi-Harewood Community Board:

1. Approves, Pursuant to Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017, that the stopping of vehicles be prohibited at all times generally in accordance with that shown on the plan provided as **Attachment A** to this report ('111 Aikmans Road', Plan TG139133, dated 1/5/2021) and detailed in recommendations 1a and 1b below:
 - a. That the stopping of vehicles is prohibited at all times on the north side of Aikmans Road commencing at the prolongation of the western kerb of Akela Street, and extending in a westerly direction for a distance of 18.0 metres.
 - b. That the stopping of vehicles is prohibited at all times on the north side of Aikmans Road commencing at a point 24.0 metres west of the prolongation of the western kerb of Akela Street, and extending in a westerly direction for a distance of 8.0 metres.
2. Revoke any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they are in conflict with the traffic controls described in resolution 1a and 1b above.
3. That these resolutions take effect when parking signage and/or road markings that evidence the restrictions described in the staff report are in place (or removed in the case of revocations).

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

- 3.1 The spacing between the driveways of 107 and 111 Aikmans Road is too narrow for an average size vehicle to legally park there. The distance between the driveways is only around 4.3m which, allowing for the required 1m clearance to driveways, only leaves 2.3m available for parking. Despite this, vehicles often park in this space without providing the minimum 1 metre

clearance to the useable driveway, resulting in residents having difficulty with access and egress from their properties.

- 3.2 Parking demand along Aikmans Road is generally heavy, and is predominately utilised by commuters working at Merivale Mall or retail shops nearby.
- 3.3 The recommendations in this report will help to improve vehicle access into and out of the residents' properties.

4. Alternative Options Considered / Ētahi atu Kōwhiringa

Maintain the status quo

- 4.1 The advantages of this option include:
 - 4.1.1 Retaining on-street parking space on Aikmans Road. This is only possible with smaller vehicle or motorcycles.
- 4.2 The disadvantages of the option include:
 - 4.2.1 Does not address resident concerns about the accessibility of their driveways.

5. Detail / Te Whakamahuki

- 5.1 A local resident referred to the accessibility issue by parked vehicles in between driveways at 107 and 111 Aikmans Road. There are high parking demands in the area due to the proximity of Merivale Mall and retail shops.
- 5.2 The proposed no stopping will result in, technically, only one space being removed and displaced elsewhere on Aikmans Road.
- 5.3 Staff consider that the recommendations in this report will help achieve the desired community outcome of a safer environment.
- 5.4 Approval is required by the Waimāero Fendalton-Waimairi-Harewood Community Board.
- 5.5 If approved, the recommendations will be implemented within the current financial year (generally around four weeks after the contractor receives the request, but this is subject to other factors such as resourcing and prioritisation beyond Council's control).

Community Views and Preferences

- 5.6 Nine affected property owners and residents were advised of the recommended option by letter and invited to comment.
- 5.7 Two submissions were received from property owners or residents who supported the proposal.
- 5.8 The Team Leader Parking Compliance supports the preferred option.
- 5.9 The do nothing option is inconsistent with community requests to improve accessibility at the driveways.

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

Strategic Alignment /Te Rautaki Tīaroaro

- 6.1 Council's strategic priorities have been considered in formulating the recommendations in this report, however this area of work is not specifically covered by an identified priority.
- 6.2 The recommendations in this report are also consistent with the anticipated outcomes of the Traffic Safety & Efficiency Service Plan in the [Councils Long Term Plan \(2018 - 2028\)](#)

Policy Consistency / Te Whai Kaupapa here

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

Impact on Mana Whenua / Ngā Whai Take Mana Whenua

- 6.4 The effects of this proposal upon Mana Whenua are expected to be insignificant.

Climate Change Impact Considerations / Ngā Whai Whakaaro mā te Āhuarangi

- 6.5 This proposal does not have any significant effect upon carbon emissions and Climate Change.

Accessibility Considerations / Ngā Whai Whakaaro mā te Hunga Hauā

- 6.6 This proposal improves accessibility for drivers, by providing a safer means of accessing resident's driveways.

7. Resource Implications / Ngā Hīraunga Rauemi

Capex/Opex / Ngā Utu Whakahaere

- 7.1 Cost to Implement – approximately \$30 for markings + approximately \$800 for investigations, consultation and report writing.
- 7.2 Maintenance/Ongoing costs - Less than \$30 per annum.
- 7.3 Funding Source – Traffic Operations Signs & Markings for the initial installation, and existing Maintenance Budgets for the maintenance and ongoing costs.

8. Legal Implications / Ngā Hīraunga ā-Ture

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

- 8.1 Part 1, Clause 7 of the Christchurch City Council Traffic and Parking Bylaw 2017 provides the Council with the authority to install parking restrictions by resolution.
- 8.2 The Community Boards have delegated authority from the Council to exercise the delegations as set out in the Register of Delegations. The list of delegations for the Community Boards includes the resolution of stopping restrictions and traffic control devices.
- 8.3 The installation of any signs and/or markings associated with traffic control devices must comply with the Land Transport Rule: Traffic Control Devices 2004.

Other Legal Implications / Ētahi atu Hīraunga-ā-Ture

- 8.4 There is a legal context, issue or implication relevant to this decision
- 8.5 This specific report has not been reviewed and approved by the Legal Services Unit however the report has been written using a general approach previously approved of by the Legal Services Unit, and the recommendations are consistent with the policy and legislative framework outlined in sections 8.1 – 8.3.

9. Risk Management Implications / Ngā Hīraunga Tūraru

- 9.1 The decisions in this report are not expected to incur a significant risk.

Attachments / Ngā Tāpirihanga

No.	Title	Page
A ↓	111 Aikmans Road Proposed No Stopping Restrictions drawing tg139133 FOR BOARD APPROVAL	17

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:

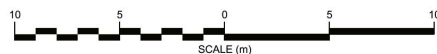
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(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	Edwin Tiong - Traffic Engineer
Approved By	Stephen Wright - Team Leader Traffic Operations Steffan Thomas - Manager Operations (Transport) Lynette Ellis - Acting Head of Transport

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KEY	
	Proposed No Stopping Restrictions

Christchurch
City Council

111 Aikmans Road
Proposed No Stopping Restrictions
For Board Approval

Attachment A
Designed by: ET Approved by: WG

Original Plan Size: A4
ISSUE.1 01/05/2021
TG139133 MJR

8. Waimaero/Fendalton-Waimairi-Harewood 2020-21 Discretionary Response Fund Applications, Papanui Community Toy Library, St Albans Residents Association.

Reference / Te Tohutoro: 21/571297

Report of / Te Pou Matua: Natalie Dally, Community Development Advisor,
natalie.dally@ccc.govt.nz

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

1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Waimāero Fendalton-Waimairi-Harewood Community Board to consider an application for funding from its 2020-21 Discretionary Response Fund for the organisations listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00063126	Papanui Community Toy Library	Wages for Supervisor	\$6,000	\$3,000
00063134	St Albans Residents Association	Bridging Centre Manager wage	\$4,000	\$1,000

- 1.2 There is currently a balance of \$67,916 remaining in the fund.

2. Officer Recommendations / Ngā Tūtohu

That the Waimāero Fendalton-Waimairi-Harewood Community Board:

- Approves a grant of \$3,000 from its 2020-21 Discretionary Response Fund to the Papanui Community Toy Library towards the Supervisor's wages.
- Approves a grant of \$1,000 from its 2020-21 Discretionary Response Fund to the St Albans Residents Association towards the Centre Manager's wages.

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 Community Outcome of Resilient Communities.

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 is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$195,696	\$127,780	\$67,916	\$63,916

- 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 ↓	Waimaero-Fendalton-Waimairi-Harewood 2020-21 Discretionary Response Fund Decision Matrix - Papanui Community Toy Library, St Albans Residents Association	21

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	Natalie Dally - Community Development Advisor
Approved By	Maryanne Lomax - Manager Community Governance, Fendalton-Waimairi-Harewood

2020/21 DRF FENDALTON-WAIMAIRI-HAREWOOD 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.

00063126	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	Papanui Community Toy Library	Wages for the Papanui Community Toy Library Supervisor Split - FWH 43% / PI 57% The Papanui Community Toy Library is seeking a funding contribution towards the wages of the Toy Library Supervisor who is responsible for the operational aspects of the library along with coordinating volunteers.	\$ 9,631 (Wages) Requested \$ 6,000 (62% requested)	Salaries and Wages - \$6,000	\$ 3,000 That the Waimāero Fendalton-Waimairi-Harewood Community Board approve a grant of \$3,000 from its 2020-21 Discretionary Response Fund to the Papanui Community Toy Library towards the costs of the wages of the Toy Library Supervisor.	2

Organisation Details Service Base: 185 Cavendish Road, Casebrook, Christchurch Legal Status: Incorporated Society Established: 1/01/1993 Target Groups: Children/Youth Annual Volunteer Hours: 182 Participants: 320 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy Children's Policy CCC Funding History 2018/2019 - \$3,500 (Wages) 2017/2018 - \$3,000 (Wages) 2016/2017 \$4,018.00 (Rent)	Other Sources of Funding COGS - \$2,000 (Wages) (Pending) User fees - \$4,596 - (Towards rent, toy purchase, insurance, printing, stationery, packaging of toys, cell phone etc.). Staff Assessment The Papanui Community Toy Library has been operating for over 25 years in the Papanui community and relies on membership subscriptions, fundraising and grants to meet their operational costs. The Library is run by an elected voluntary committee from within the membership and is a member of the Toy Library Federation of New Zealand. The Library is open two sessions a week; Saturday from 10.00am-12 noon and Wednesday from 7pm - 8.45pm, operating from the Styx Mill Landscaping and Plant Centre site at 185 Cavendish Road, Casebrook. The importance of the Toy Library Supervisor is critical to the ongoing success of the operation, providing advice and promoting learning through play for children in the community by providing access to quality educational, developmental and manipulative toys that are affordable to borrow. The Supervisor ensures the Papanui Community Toy Library runs smoothly being responsible for coordinating volunteer members, collecting of overdue fines, stocktaking and general maintenance to ensure the collection of toys, puzzles and games is in a clean and safe condition. Members of the Library and their families have access to a wide range of educational toys that they would otherwise be unable to afford. The children are able to play and learn with a range of toys, games and puzzles that are suitable to their age and stage of development. Learning through play helps children develop their cognitive, physical and social skills and promotes a positive disposition towards learning in general. The Library has a current membership of 320 and is supported by 80 duty members (unpaid volunteers) and all members are involved in fundraising. Funding support for supervisor keeps subscription fees manageable as they would otherwise have to be increased to cover this cost and this would be beyond some members. The funding and supervisor allows the committee to focus on the behind the scenes running of the Library and use of other revenue to update and further improve the collection of toys, puzzles and games. The Papanui – Innes staff recommendation is - \$3,000
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2020/21 DRF FENDALTON-WAIMAIRI-HAREWOOD 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.

00063134	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	St Albans Residents Association (SARA) Inc	Interim Support for a Centre Manager Split - FWH 25% / PI 50% / LCH 25% The St Albans Residents Association (SARA) are the kaitiaki (guardians) of Te Kohinga - St Albans Community Centre. SARA are seeking a funding contribution towards their Community Centre Manager while in between funding.	\$ 5,000 Requested \$ 4,000 (80% requested)	Salaries and Wages - \$4,000	\$ 1,000 That the Waimāero Fendalton-Waimairi-Harewood Community Board approve a grant of \$1,000 from its 2020-21 Discretionary Response Fund to the St Albans Residents Association Incorporated towards their Community Centre Manager wages.	2

Organisation Details Service Base: 1049 Colombo Street, St Albans, Christchurch Legal Status: Charitable Trust Established: 18/06/1996 Target Groups: Community Development Annual Volunteer Hours: 500 Participants: 15,000 Alignment with Council Strategies <ul style="list-style-type: none"> Strengthening Communities Strategy CCC Funding History 2020/21 - \$5,500 (Security Cameras for Te Kohinga) DRF PI 2020/21 - \$1,100 (Skip Day) DRF PI 2020/21 - \$550 (History Group Booklet) DRF PI 2020/21 - \$895 (Software and Website Costs) SCF PI 2020/21 - \$55,000 (Community Organiser Year 2 of 2) CRP Fund 2019/20 - \$55,000 (Community Organiser Year 1 of 2) CRP Fund 2018/19 - \$7,500 (Rental Costs - temporary site at Edgware Tennis Club) DRF PI	Other Sources of Funding Rata Foundation (pending) Staff Assessment Te Kohinga - St Albans Community Centre officially opened on 10 April 2021. Since then the Centre has been busy with daily enquires, bookings and the community dropping in wanting to view the new facility. Currently the Centre is staffed between 9:00am - 3:00pm by volunteers, with a paid employee working from 4.00pm-7:00pm. In the lead up to and in the short time the Centre has been open, St Albans Residents Association (SARA) volunteers have gifted over 500 hours of volunteer time to the Centre and this is not sustainable. The St Albans Residents Association (SARA) is seeking funding to relieve some of the pressure on volunteers by employing a Centre Manager for 10 hours per week on a short term living wage contract for the months of, June, July and August between 9:00am - 3:00pm. The remaining 15 hours will be covered by the St Albans Community Activator and volunteers. SARA has a 2021-22 Strengthening Communities Fund (SCF) application in with the Council for the Centre Managers wages which, if successful, will cover wages from September 2021. This Discretionary Response Fund application is to bridge the three month gap between now and the SCF decision meetings. Te Kohinga is currently at twenty five percent hire and the SARA business model is looking ahead to become self-sustainable through increased bookings. The Centre Manager will help with the bookings and enquires to generate this further use and subsequent increase in income. Current income from venue hire is being used to employ a Centre cleaner, the Centre Manager from 4:00pm - 7:00pm, towards operational costs and overheads and for community projects identified in the St Albans Strategy. Linwood-Central-Heathcote staff recommendation - \$1,000 Papanui-Innes staff recommendation - \$2,000
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9. 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.