

**Waipapa  
Papanui-Innes Community Board  
AGENDA**

---

**Notice of Meeting:**

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

**Date:** Friday 4 June 2021  
**Time:** 9am  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

---

**Membership**

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

---

**31 May 2021**

Elizabeth Hovell  
Manager Community Governance, Papanui-Innes  
941 8637  
Elizabeth.Hovell@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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.

**To view copies of Agendas and Minutes, visit:**

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



## 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
--	---	--	---	---	---

### 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
--	---	--	---

### 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
--	------------------------------------	--------------------------------	-------------------------------	--

## ***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

---

## TABLE OF CONTENTS

Karakia Timatanga .....	5
C 1. Apologies Ngā Whakapāha .....	5
B 2. Declarations of Interest Ngā Whakapuaki Aronga .....	5
C 3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua .....	5
B 4. Public Forum Te Huinga Whānui .....	5
B 5. Deputations by Appointment Ngā Huinga Whakaritenga.....	5
B 6. Presentation of Petitions Ngā Pākikitanga .....	5

## STAFF REPORTS

C 7. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Papanui Community Toy Libray Incorporated. ....	11
C 8. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Papanui Leagues Club Incorporated .....	15
C 9. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - St Albans Residents Association .....	19
C 10. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Northcote School. ....	23
B 11. Elected Members' Information Exchange Te Whakawhiti Whakaaro o Te Kāhui Amorangi.....	26

## Karakia Timatanga

### 1. Apologies Ngā Whakapāha

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

### 2. Declarations of Interest Ngā Whakapuaki Aronga

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

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

That the minutes of the Waipapa Papanui-Innes Community Board meeting held on [Friday, 21 May 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.

### 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.

---

## Waipapa/Papanui-Innes Community Board OPEN MINUTES

---

**Date:** Friday 21 May 2021  
**Time:** 9am  
**Venue:** Board Room, Papanui Service Centre,  
Corner Langdons Road and Restell Street, Papanui

---

**Present**

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

---

Elizabeth Hovell  
Manager Community Governance, Papanui-Innes  
941 8637  
Elizabeth.Hovell@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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

**Karakia Timatanga:** Emma Norrish

The agenda was dealt with in the following order.

**1. Apologies / Ngā Whakapāha**

**Part C**

**Community Board Resolved PICB/2021/00045**

That the apology received from Ali Jones for lateness be accepted.

Pauline Cotter/Mike Davidson

Carried

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

**Part B**

There were no declarations of interest recorded.

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

**Part C**

**Community Board Resolved PICB/2021/00046**

That the minutes of the Waipapa Papanui-Innes Community Board meeting held on Friday, 7 May 2021 be confirmed.

Pauline Cotter/Simon Britten

Carried

Ali Jones joined the meeting at 9.02am during the public forum presentation from Ava Rattray.

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

**Part B**

**4.1 Positive Youth Development Report Back – Ava Rattray**

Ava Rattray reported back to the Board regarding her attendance at the Interprovincial Athletics Meeting held in Palmerston North on 3 and 4 April 2021.

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

**4.2 Papanui Bush - Bridgestone Reserve - Denis McMurtrie**

Denis McMurtrie from Rotary Papanui addressed the Board regarding progress with the Papanui Bush project and showed a range of photographs from the planting and maintenance days, and the growth that has taken place over the last three years.

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

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

**Part B**

There were no deputations by appointment.

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

**Part B**

There was no presentation of petitions.

**10. Correspondence**

The Chair tabled a letter from the Community Focus Trust thanking the Board for their support of the Trust's application for funding in relation to their response to the COVID-19 pandemic.

**Community Board Resolved PICB/2021/00047**

That the Waipapa Papanui-Innes Community Board receive the tabled Correspondence from the Community Focus Trust.

Simon Britten/Ali Jones

**Carried**

**7. Proposed Road Names - 8 Blakes Road**

**Community Board Resolved PICB/2021/00048**

**Original Officer Recommendation accepted without change.**

**Part C**

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

1. Approve the following new road names for 8 Blakes Road (RMA/2021/505)
  - a. Road 12 - Borthwick Street
  - b. Road 5 - Arapawa Street

Emma Norrish/Ali Jones

**Carried**



## 8. Waipapa/Papanui-Innes Community Board Area Report - May 2021

Community Board Resolved PICB/2021/00049

Original Officer Recommendation accepted without change.

### Part B

That the Waipapa/Papanui-Innes Community Board:

1. Receive the Waipapa/Papanui-Innes Community Board Area Report for April/May 2021.

Simon Britten/Pauline Cotter

Carried

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

### Part B

Board Members exchanged information on the following matters of interest:

#### 9.1 St Albans Community Centre

The Board asked if it would be possible to receive a draft copy of the close-out report for the St Albans Community Centre project before it goes to the Finance and Performance Committee.

#### 9.2 Road Cones

The Board discussed the ongoing issue of road cones being left on streets after the work is completed.

#### 9.3 Traffic Enforcement

The Board discussed concerns about red light running and the importance of raising this concern with the Police.

#### 9.4 Toilets on the Northern Corridor Shared Path

The Board discussed correspondence from a local resident asking for public toilet facilities for those using the Northern Corridor Shared Path as a recreation route, and asked that staff investigate installing signage to raise awareness of existing facilities.

#### 9.5 Community Centre Signage

The Board discussed moving the yellow 'community centre' sign from Dover Street to Colombo Street.

**9.6 MacFarlane Park**

The Board discussed feedback from local residents that MacFarlane Park is hard to find and asked whether direction signage could be improved.

**9.7 Westminster Park Redevelopment**

The Board discussed the proposed redevelopment of Westminster Park and the plan for the building at 280 Westminster Street. The District Plan zoning for the site governs what the building can be used for.

The Board asked for advice about ways to make it easier to get a resource consent to allow a wider range of community groups to use the building.

**Meeting concluded at 9.54am.**

**CONFIRMED THIS 4<sup>TH</sup> DAY OF JUNE 2021.**

**EMMA NORRISH  
CHAIRPERSON**

## 7. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Papanui Community Toy Library Incorporated.

Reference / Te Tohutoro: 21/570567

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 from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00063125	Papanui Community Toy Library Incorporated.	Wages for the Toy Library Supervisor	\$6,000	\$3,000

- 1.2 At the time of writing, there is currently a balance of \$32,310 remaining in the fund.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

- Approves a grant of \$3,000 from its 2020-21 Discretionary Response Fund to Papanui Community Toy Library Incorporated towards the wages of the Toy Library Supervisor.

### 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 also align to the Waipapa Papanui-Innes Community Board outcomes that “Community Outcomes and Priorities of young people and older adults are supported”. Support through advocacy and funding a range of social and recreational projects with a focus on children, youth, elderly and volunteers.

#### 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 Board's 2020-21 Discretionary Response Fund is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$108,506	\$76,196	\$32,310	\$29,310

- 3.7 Based on the current Discretionary Response Fund criteria, the application/s 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>	Waipapa Papanui-Innes Decision Matrix DRF 2020-21 Papanui Community Toy Library Incorporated-Wages for the Toy Library Supervisor	13

### 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.

00063125	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Papanui Community Toy Library	<p><b>Wages for the Papanui Community Toy Library Supervisor</b></p> <p><b>This is a split application: Papanui-Innes Community Board 57% / Fendalton-Waimairi-Harewood Community Board 43%.</b></p> <p>The Papanui Community Toy Library is seeking funding towards the wages of the Toy Library Supervisor. This role insures that the Toy Library is able to continue to provide families with young children in the local community with toys, puzzles and games that are educational and fun.</p> <p>Having a dedicated supervisor means that the Library runs smoothly and efficiently and is able to offer a better service to the community.</p>	<p>2019/20 - \$3,000 (Wages) DRF PI</p> <p>2019/20 - \$1,800 (Wages) SCF PI</p> <p>2019/20 - \$2,000 (Wages) Capacity Project Funding FWH</p> <p>2018/2019 - \$3,500 (Wages)</p> <p>2017/2018 - \$3,000 (Wages)</p> <p>2016/2017 \$4,018 (Rent)</p> <p><b>Other Sources of Funding</b></p> <p>COGS - \$2,000 - (For wages pending)</p> <p>User fees - \$4,596 - (Towards rent, toy purchase, insurance, printing, stationary, packaging of toys, cell phone etc).</p>	<p><b>Total Cost</b></p> <p>\$ 9,631</p> <p><b>Requested Amount</b></p> <p>\$ 6,000</p> <p><b>62% percentage requested</b></p> <p><b>Contribution Sought Towards:</b></p> <p>Salaries and Wages - \$6,000</p>	<p><b>\$ 3,000</b></p> <p>That the Waipapa/Papanui-Innes Community Board resolve to approve the making of 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.</p>	2

<p><b>Organisation Details:</b></p> <p>Service Base: 185 Cavendish Road, Casebrook, Christchurch</p> <p>Legal Status: Incorporated Society</p> <p>Established: 1/01/1993</p> <p>Staff – Paid: 1</p> <p>Volunteers: 80</p> <p>Annual Volunteer Hours: 182</p> <p>Participants: 320</p> <p>Target Groups: Children/Youth</p> <p>Networks: The Toy Library Federation of New Zealand</p> <p><b>Organisation Description/Objectives:</b></p> <p>The Papanui Community Toy Library provides families with children in our local community the opportunity to learn through play. This is achieved by offering access to a range of quality educational, developmental and manipulative toys that are affordable to borrow.</p>	<p><b>Alignment with Council Strategies and Policies</b></p> <ul style="list-style-type: none"> <li>Strengthening Communities Strategy</li> <li>Children's Policy</li> </ul> <p><b>Alignment with Council Funding Outcomes</b></p> <ul style="list-style-type: none"> <li>Support, develop and promote capacity</li> <li>Community participation and awareness</li> <li>Increase community engagement</li> <li>Reduce or overcome barriers</li> <li>Foster collaborative responses</li> </ul> <p><b>Outcomes that will be achieved through this project</b></p> <p>We will continue to open the Papanui Community Toy Library twice a week; every Wednesday evening 7.00pm-8.45pm and Saturday mornings 10.00am-12 noon (except public holidays).</p> <p>Offer members of our local community the opportunity to join the Papanui Community Toy Library and therefore gain affordable access to a large number of quality educational and fun toys, games and puzzles.</p> <p>The local community can be more environmentally sustainable by sharing quality toys, games and puzzles.</p> <p><b>How Will Participants Be Better Off?</b></p> <p>Members of the Papanui Community Toy Library and their families will continue to have access to a wide range of quality educational toys that they would otherwise be unable to afford. The children in our families 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.</p>	<p><b>Staff Assessment</b></p> <p>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.</p> <p>The Library is open two sessions a week; Saturday from 10.00am-12noon and Wednesday from 7pm- 8.45pm and operates from the Styx Mill Landscaping and Plant Centre site at 185 Cavendish Road, Casebrook.</p> <p>The importance of the Toy Library Supervisor is critical to the ongoing success of the operation, providing advice and promoting learning through play for the children in our 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.</p> <p>Funding support for the position ensures that higher subscription fees, fees for borrowing toys, puzzles and games would not be increased and allows the committee to focus on the behind the scenes running of the Library and use of other revenue to update and further improve our collection of toys, puzzles and games.</p> <p>The Library has a current membership of 320. The Library is also supported by 80 duty members or unpaid volunteers and all members are involved in fundraising. Although the membership is currently 320 it is the opinion of the Library that if fees were to increase then membership would decrease due to the financial pressures that most families are currently under.</p> <p>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.</p> <p>Papanui Toy Libraries fees are in line with other toy libraries around the city.</p> <p>The organisation is seeking \$6,000 towards the total Wages costs of \$9,631.</p> <p>The Fendalton-Waimairi-Harewood staff recommendation is - \$3,000.</p>
---	---	--

## 8. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Papanui Leagues Club Incorporated

Reference / Te Tohutoro: 21/571416

Report of / Te Pou Helen Miles Community Recreation Advisor.

Matua: Helen.miles@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 from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00063123	Papanui Leagues Club Inc.	Centenary Celebration	\$8,781	\$6000

- 1.2 There is currently a balance of \$32,310 remaining in the fund

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

- Approves a grant of \$6000 from its 2020-21 Discretionary Response Fund to Papanui Leagues Club Inc. towards the production of the Clubs Centenary History book.

### 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 Resilient communities and also aligns to the Waipapa Papanui Innes Community Board's Plan that Vulnerable Communities are supported by "Advocating for targeted funding to support youth, elderly and social isolation issues, Build Strong relationships and well-connected networks".

#### Decision Making Authority / Te Mana Whakatau

- 3.2 The Waipapa Papanui-Innes 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 Board's 2020-21 Discretionary Response Fund is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$108,506	\$76,196	\$32,310	\$26,310

- 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 - Papanui Leagues Club Inc	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	Helen Miles - Community Recreation 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.

00063123	Organisation Name	Name and Description	Funding History	Request Budget	Staff Recommendation	Priority
	Papanui Leagues Club Inc	<b>Centenary Celebration</b> The Papanui Rugby League Club Centenary	2016/17 - \$15,000 (Lighting for Papanui Domain) DRF PI  <b>Other Sources of Funding</b> The club will seek sponsorship for their Legacy project.	<b>Total Cost</b> \$14,781  <b>Requested Amount</b> \$ 8,781 <b>59% percentage requested</b>  <b>Contribution Sought Towards:</b> Production of Centenary Booklet - \$8,781	<b>\$ 6,000</b>  That the Waipapa/Papanui-Innes Community Board resolve to approve the making of a grant of \$6,000 from its 2020-21 Discretionary Response Fund to Papanui Leagues Club Inc as a contribution towards the costs of producing their 100th Anniversary Celebration History booklet.	<b>2</b>

<p><b>Organisation Details:</b></p> <p>Service Base: Papanui Domain, Sawyers Arms Road, Papanui, Christchurch</p> <p>Legal Status: Incorporated Society</p> <p>Established: 2/02/1982</p> <p>Staff – Paid: 2</p> <p>Volunteers: 20</p> <p>Annual Volunteer Hours: 25000</p> <p>Participants: 2,000</p> <p>Target Groups: Sports/Recreation</p> <p>Networks: Canterbury Rugby Football League : New Zealand Rugby Football League</p> <p><b>Organisation Description/Objectives:</b></p> <p>- To promote, foster and develop the game of Rugby league as defined by the rules of the NZ Rugby League Incorporated from 'grass roots' to national level.</p> <p>- To assist and otherwise arrange rugby league matches, competition, tournaments as decided by the League executive or management committee.</p> <p>- To hold and assist in the holding of sports gatherings and competition for the benefit of or in the interest of rugby league.</p> <p>- Provide pathways to participate in rugby league to attain all levels of achievements from social through to excellence in their chosen field for example managers, coaches, trainers and administrators.</p> <p>- To create a friendly family club environment which is inclusive and welcoming of the community and community activities.</p>	<p><b>Alignment with Council Strategies and Policies</b></p> <ul style="list-style-type: none"><li>• Strengthening Communities Strategy</li><li>• Children and Youth Strategies</li><li>• Older Persons strategy</li><li>• Council Community Outcomes: Resilient Communities</li><li>• Community Board Plan: Improve and support community facilities and amenity in the Papanui - Innes Wards. Vulnerable Communities are supported.</li></ul> <p><b>Alignment with Council Funding Outcomes</b></p> <ul style="list-style-type: none"><li>• Support, develop and promote capacity</li><li>• Community participation and awareness</li><li>• Increase community engagement</li><li>• Reduce or overcome barriers</li><li>• Foster collaborative responses</li></ul> <p><b>Outcomes that will be achieved through this project</b></p> <p>The Papanui Leagues Club will focus on repairs and maintenance to bring the clubrooms up to standard for the celebration.</p> <p>The centenary celebration will leave a legacy project in place.</p> <p>Increased interest in the club from former players and administrators will result in additional support and resources available to the club.</p> <p>Provide a written history of the club.</p> <p><b>How Will Participants Be Better Off?</b></p> <p>Participants will gain a sense of belonging and understand korero o mua now and future generations.</p> <p>Older participants will reconnect and re-establish links, share memories and celebrate.</p> <p>Current members will see themselves as a part of something bigger than themselves and will see them participating and contributing to the Club and wider community.</p> <p>Legacy project will enhance future of the club.</p>	<p><b>Staff Assessment</b></p> <p>Next year the Papanui Leagues Club (Club) will be holding its Centenary during Easter. Founded in 1922 the Papanui Leagues Club has provided sporting and cultural opportunities for thousands of boys and girls, men and women. The Club is a key meeting, social and sporting point in the Papanui community. A vital part of the centenary is to produce an accurate history of the last 100 years in the form of a publication. This will require a significant amount of work to gather accurate records. The celebration of that history will give a sense of belonging to today's generation as well as the thousands of past members.</p> <p>The planning for the Easter celebration programme is in the initial stages but the Club hope to host a photo and conversation evening, club day and dinner and the highlight is an invitation rugby league game. Alongside this the Centenary committee are planning a legacy project that will enhance the existing club into the future.</p> <p>The event also provides the opportunity for the Club to develop stronger ties with the Community and past members through increased involvement.</p> <p>The Club has a long commitment to coach and player development on and off the field. The Club has demonstrated its continuing commitment to promote and foster being a local point for the community. This project has a high delivery and low financial risk.</p>
---	---	---



## 9. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - St Albans Residents Association

Reference / Te Tohutoro: 21/581817

Report of / Te Pou  
Matua: Stacey Holbrough  
Community Development Adviser  
Stacey.holbrough@ccc.govt.nz

General Manager /  
Pouwhakarae: Mary Richardson  
General manager – Community and Citizen  
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 from the organisation(s) listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00063133	St Albans Residents Association	Interim support for Community Centre Manager	\$4,000	\$2,000

- 1.2 There is currently a balance of \$32,310 remaining in the fund.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

- Approves a grant of \$2,000 from its 2020-21 Discretionary Response Fund to St Albans Residents Association towards the wages for an interim Community Centre Manager.

### 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 resilient communities. It will provide the opportunity for the community to gather, connect and learn.

#### Decision Making Authority / Te Mana Whakatau

- 3.2 The Waipapa Papanui-Innes 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 Board's 2020-21 Discretionary Response Fund is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$108,506	\$76,196	\$32,310	\$30,310

- 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 - St Albans Residents Association - Interim Support for a Centre Manager	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	Stacey Holbrough - 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.

00063133	Organisation Name	Name and Description	Total Cost	Contribution Sought Towards	Staff Recommendation	Priority
	St Albans Residents Association (SARA) Inc	<p><b>Interim Support for a Centre Manager</b></p> <p><b>Split application: 50% Papanui-Innes, 25% Linwood-Central-Heathcote, 25% Fendalton-Waimairi-Harewood Community Boards.</b></p> <p>St Albans Residents Association (SARA) are the kaitiaki (guardians) of Te Kohinga - St Albans Community Centre. SARA are seeking funding for interim support for their Community Centre Manager.</p>	<p>\$ 5,000</p> <p><b>Requested</b></p> <p>\$ 4,000</p> <p>(80% requested)</p>	Salaries and Wages - \$4,000	<p><b>\$ 2,000</b></p> <p>That the Waipapa/Papanui-Innes Community Board approve a grant of \$2,000 from its 2020-21 Discretionary Response Fund to the St Albans Residents Association Incorporated towards their Community Centre Manager staff wages.</p>	<b>2</b>

<p><b>Organisation Details</b></p> <p>Service Base: 1049 Colombo Street, St Albans, Christchurch</p> <p>Legal Status: Charitable Trust</p> <p>Established: 18/06/1996</p> <p>Target Groups: Community Development</p> <p>Annual Volunteer Hours: 500</p> <p>Participants: 15,000</p> <p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"> <li>Strengthening Communities Strategy</li> </ul> <p><b>CCC Funding History</b></p> <p>2020/21 - \$5,500 (Security Cameras for Te Kohinga) DRF PI</p> <p>2020/21 - \$1,100 (Skip Day) DRF PI</p> <p>2020/21 - \$550 (History Group Booklet) DRF PI</p> <p>2020/21 - \$895 (Software and Website Costs) SCF PI</p> <p>2020/21 - \$55,000 (Community Organiser Year 2 of 2) CRP Fund</p> <p>2019/20 - \$55,000 (Community Organiser Year 1 of 2) CRP Fund</p> <p>2018/19 - \$7,500 (Rental Costs - temporary site at Edgware Tennis Club) DRF PI</p> <p><b>Other Sources of Funding</b></p> <p>Rata Foundation (pending)</p>	<p><b>Staff Assessment</b></p> <p>Te Kohinga - St Albans Community Centre officially opened on 10 April 2021. Since then the Centre has been extremely busy with daily enquires, bookings and the community dropping in wanting to view the new facility.</p> <p>Currently the Centre is manned between 9:00am-3:00pm by volunteers, with a paid employee working from 4:00pm-7:00pm.</p> <p>St Albans Residents Association (SARA) is seeking funding to relieve some of the pressure to employ a 10 hour per week Centre Manager on a short term living wage contract for the months of: June, July and August between 9:00am-3:00pm with the remaining 15 hours being covered by the St Albans Community Activator and volunteers.</p> <p>The lead up to and 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 which is not sustainable.</p> <p>SARA has a split Strengthening Communities Fund (SCF) application with Papanui-Innes, Fendalton-Waimairi-Harewood and Linwood-Central-Heathcote Community Boards for a Centre Manager. This Discretionary Response Fund application is to bridge the three month gap until the SCF decision meetings and funding period: 1 September 2021-31 August 2022.</p> <p>The income generated from hirers is being used to: Employ a Centre cleaner, employ the Centre Manager from 4:00pm-7:00pm, operational costs and overheads and community projects that are identified in the St Albans Strategy.</p> <p>Te Kohinga is already at 25 percent hirer usage and the SARA business model is looking ahead to become self-sustainable and not to heavily rely on grant funding. This is a catch-22 as they need a Centre Manager to help with the bookings and enquires to generate this income.</p> <p>Linwood-Central-Heathcote staff recommendation: \$1,000</p> <p>Fendalton-Waimairi-Harewood staff recommendation: TBC</p>
--	--

## 10. Waipapa Papanui-Innes Community Board 2020-21 Discretionary Response Fund Application - Northcote School.

Reference / Te Tohutoro: 21/586250

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 from the organisation listed below.

Funding Request Number	Organisation	Project Name	Amount Requested	Amount Recommended
00062772	Northcote School	Northcote School Kapa Haka uniforms.	\$2,000	\$2,000

- 1.2 There is currently a balance of \$32,310 remaining in the fund.

### 2. Officer Recommendations / Ngā Tūtohu

That the Waipapa Papanui-Innes Community Board:

- Approves a grant of \$2,000 from its 2020-21 Discretionary Response Fund to Northcote School towards the purchase of Kapa Haka uniforms.

### 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 align to the Papanui-Innes Community Board outcomes that “Community Outcomes and Priorities of young people and older adults are supported.” Support through advocacy and funding a range of social and recreational projects with a focus on children, youth, elderly and volunteers.

#### Decision Making Authority / Te Mana Whakatau

- 3.2 The Waipapa Papanui-Innes 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 Board's 2020-21 Discretionary Response Fund is as below.

Total Budget 2020/21	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$108,506	\$76,196	\$32,310	\$30,310

- 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>	Waipapa/Papanui-Innes Decision Matrix DRF 2020-21 Northcote School-Kapa Haka uniforms.	25

### 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.

00062772	<b>Organisation Name</b> Northcote School	<b>Name and Description</b> <b>Northcote School Kapa Haka</b> Purchase of kapa haka uniforms for the performers.	<b>Total Cost</b> \$ 4,000  <b>Requested</b> \$ 2,000 (50% requested)	<b>Contribution Sought Towards</b> Equipment/Materials - \$2,000	<b>Staff Recommendation</b> <b>\$ 2,000</b>  That the Waipapa/Papanui-Innes Community Board approve a grant of \$2,000 from its 2020-21 Discretionary Response Fund to Northcote School towards the costs of the purchase of Kapa Haka uniforms.	<b>Priority</b> <b>2</b>
----------	--	--	--	---	---	-----------------------------

<b>Organisation Details</b> Service Base: 26 Tuckers Road, Casebrook, Christchurch Legal Status: School Board of Trustees Established: 1/01/1960 Target Groups: Children/Youth Annual Volunteer Hours: 100 Participants: 50  <b>Alignment with Council Strategies</b> <ul style="list-style-type: none"> <li>Strengthening Communities Strategy</li> <li>Multi Cultural Strategy</li> <li>Sport and Recreation Strategy</li> <li>Children and Youth Strategy</li> </ul> <b>CCC Funding History</b> 2018-19 - \$8,000 (Bikes in Schools) DRF PI 2015-16 - \$874 (Leadership Training) DRF SP	<b>Other Sources of Funding</b> School PTA We are early on in the process of putting in funding applications with a number of other organisations to contribute towards the cost of the uniforms.  <b>Staff Assessment</b> Northcote School (Decile 3) is located within a diverse, multi-cultural community. Maori tamariki make up 43% of the school roll, which is high for non-emersion or bilingual Kura in Christchurch. A large number of the schools Maori whanau are from the North Island and it appears that they have little connection with their iwi. Northcote School are building a strong culturally inclusive programme to help students and whanau stay connected to their tikanga and to celebrate success as Maori. The school currently provide Te reo lessons for students and staff and are in the process of introducing a Maori name and cultural narrative for their Kura and have a kapa haka group with approximately 50 students.  To enhance the Kapa Haka programme the school is seeking funding to assist them in the purchasing of kapa haka uniforms for their performers. The Maori kapa haka costumes, pari (dresses), tatua (belts) rapaki (boys skirt), and headbands will be made using the school's colours, kowhaiwhai (pattern) and design. The fabrics are easy care machine washable, and have natural stretch to accommodate a range of sizes.  Kapa Haka is totally outside the school curriculum and therefore receives no funding from the Ministry of Education.
---	--

---

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

---

This item provides an opportunity for Board Members to update each other on recent events and/or issues of relevance and interest to the Board.