

**RICCARTON/WIGRAM COMMUNITY BOARD  
AGENDA**

**TUESDAY 15 SEPTEMBER 2015**

**AT 4PM**

**IN THE COMMUNITY ROOM,  
UPPER RICCARTON LIBRARY,  
71 MAIN SOUTH ROAD, CHRISTCHURCH**

**Community Board:** Mike Mora (Chairperson), Helen Broughton (Deputy Chairperson), Natalie Bryden, Vicki Buck, Jimmy Chen, Peter Laloli, Debbie Mora

**Community Board Adviser**  
Barbara Strang  
Phone 941 5216 DDI or 027 502 8007  
Email: barbara.strang@ccc.govt.nz

**PART A - MATTERS REQUIRING A COUNCIL DECISION**

**PART B - REPORTS FOR INFORMATION**

**PART C - DELEGATED DECISIONS**

**INDEX**

		<b>PG NO</b>
<b>PART C</b>	<b>1. APOLOGIES</b>	<b>3</b>
<b>PART B</b>	<b>2. DECLARATION OF INTEREST</b>	<b>3</b>
<b>PART C</b>	<b>3. CONFIRMATION OF MEETING MINUTES – 1 SEPTEMBER 2015</b>	<b>3</b>
<b>PART B</b>	<b>4. DEPUTATIONS BY APPOINTMENT</b>	<b>11</b>
	4.1 Business Mentors NZ Ltd	
	4.2 Sara Harnett re Templeton Golf Course	
<b>PART B</b>	<b>5. PETITIONS</b>	<b>11</b>
<b>PART B</b>	<b>6. NOTICES OF MOTION</b>	<b>11</b>
<b>PART B</b>	<b>7. CORRESPONDENCE</b>	<b>11</b>
<b>PART B</b>	<b>8. BRIEFINGS</b>	<b>11</b>
	8.1 Delta Update - Parks Maintenance	
<b>PART C</b>	<b>9. PROPOSED ROAD NAMES - 158 TO 160 AWATEA ROAD, 206 SHANDS ROAD, 298 WIGRAM ROAD, MENIN GATE CRESCENT BY ENTERPRISE HOMES, 191 WIGRAM ROAD AND 28 KENNEDYS BUSH ROAD</b>	<b>12</b>
<b>PART C</b>	<b>10. PROPOSED RIGHT-OF-WAY NAME - 68ATO 68H KENNEDYS BUSH ROAD</b>	<b>21</b>
<b>PART C</b>	<b>11. RICCARTON/WIGRAM COMMUNITY BOARD 2015/16 DISCRETIONARY RESPONSE FUND – APPLICATIONS - SAMUEL ROSS WEIR, ST JOHN OF GOD HALSWELL AND NIKITA AVRIL GAPPER</b>	<b>29</b>

15. 9. 2015

- 2 -

<b>PART C</b>	<b>12.</b>	<b>RICCARTON/WIGRAM RESIDENTS' ASSOCIATIONS FUNDING</b>	<b>34</b>
<b>PART C</b>	<b>13.</b>	<b>RICCARTON/WIGRAM COMMUNITY BOARD 2015/16 DISCRETIONARY RESPONSE FUND – APPLICATIONS - HALSWELL MENZSHED, HALSWELL MARKET, LIVING WATERS</b>	<b>39</b>
<b>PART C</b>	<b>14.</b>	<b>RICCARTON/WIGRAM NEIGHBOURHOOD WEEK 2015 - FUNDING APPLICATIONS</b>	<b>44</b>
<b>PART B</b>	<b>15.</b>	<b>COMMUNITY BOARD ADVISER'S UPDATE</b>	<b>51</b>
<b>PART B</b>	<b>16.</b>	<b>ELECTED MEMBERS' INFORMATION EXCHANGE</b>	<b>55</b>
<b>PART B</b>	<b>17.</b>	<b>ELECTED MEMBERS' QUESTIONS UNDER STANDING ORDERS</b>	<b>55</b>

15. 9. 2015

- 3 -

1. **APOLOGIES**

2. **DECLARATION OF INTEREST**

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

3. **CONFIRMATION OF MEETING MINUTES – 1 SEPTEMBER 2015**

The minutes of the Board's ordinary meeting of 1 September 2015 are **attached**.

**STAFF RECOMMENDATION**

That the minutes of the Board's ordinary meeting of 1 September 2015, be confirmed.

15. 9. 2015

- 4 -

ATTACHMENT TO CLAUSE 3

8. 10. 2015

**RICCARTON/WIGRAM COMMUNITY BOARD  
1 SEPTEMBER 2015**

**Minutes of a meeting of the Riccarton/Wigram Community Board  
held on Tuesday 1 September 2015 at 4pm in the Community Room,  
Upper Riccarton Library, 71 Main South Road.**

**PRESENT:** Mike Mora (Chairperson), Helen Broughton, Natalie Bryden,  
Vicki Buck, Jimmy Chen, and Peter Laloli

**APOLOGIES:** An apology for absence was received and accepted from  
Debbie Mora.

An apology for lateness was received and accepted from Vicki Buck  
who arrived at 4.39pm and was absent for clauses 2 to 7, 11 and part  
of clause 1.

The Board reports that:

**PART A - MATTERS REQUIRING A COUNCIL DECISION**

**1. RICCARTON/WIGRAM 2015/16 STRENGTHENING COMMUNITIES FUND - ALLOCATIONS**

**BOARD CONSIDERATION**

During the Board's consideration of its Strengthening Communities Fund applications for 2015/16, a circumstance arose in respect of a particular application such that there was a likelihood of a balance being left in the Fund.

As a consequence, the question was raised as to whether it would be possible with the Council's endorsement, for any funding remaining in the Board's Strengthening Communities Fund to be reallocated to its Discretionary Response Fund.

**BOARD RECOMMENDATION**

The Board seek from the Council, clarification that the Board can reallocate any unspent portion of its Strengthening Communities Fund to its Discretionary Response Fund in the same way as the Council itself has done, so that it may respond to community needs during the remainder of the financial year.

Vicki Buck/Peter Laloli

Carried

Clause 1 Continued (Part C) of these minutes records the Board's decisions on the allocation of its 2015/16 Strengthening Communities Funding.

**PART B - REPORTS FOR INFORMATION**

**2. DECLARATION OF INTEREST**

Jimmy Chen declared an interest in the Anglican Care Community Development application (1) and Hei Hei Broomfield Community Development Trust (3), and took no part in the discussion or voting thereon.

**3. DEPUTATIONS BY APPOINTMENT**

Nil.

**4. PETITIONS**

Nil.

**5. NOTICES OF MOTION**

Nil.

**6. CORRESPONDENCE**

Nil.

**7. BRIEFINGS**

Nil.

**8. COMMUNITY BOARD ADVISER'S UPDATE**

Nil.

**9. MEMBER'S INFORMATION EXCHANGE**

Mention was made of the following matters:

- Yaldhurst Rural Residents' Association - public meeting held on 20 August 2015 regarding quarrying
- Halswell Residents' Association - meeting held on 31 August 2015 regarding Meadowlands Development (Dane Mora Holdings Ltd)
- Aidanfield - memorial project re former heritage buildings.

**10. MEMBER'S QUESTIONS UNDER STANDING ORDERS**

Nil.

**PART C - REPORT ON DELEGATED DECISIONS TAKEN BY THE BOARD**

**11. CONFIRMATION OF MEETING MINUTES – 18 AUGUST 2015**

The Board **resolved** that the minutes of its ordinary meeting of 18 August 2015, be confirmed.

**1. RICcarton/WIGRAM 2015/16 STRENGTHENING COMMUNITIES FUND - ALLOCATIONS CONTINUED**

The Board considered a report regarding the allocation of the Riccarton/Wigram Strengthening Communities Fund for 2015/16.

The Board's decisions on the allocation of its 2015/16 Strengthening Communities Funding are contained in the following schedule:

## 1. Cont'd

## Priority One Grants

No.	Group	Project	Board Decision
1. 53387	Anglican Care Community Development	Community Development Worker Hei Hei Broomfield	The Board <b>decided</b> that the Anglican Care Community Development application in relation to the Community Development Worker lie on the table for further discussion and/or information to a later meeting.
2. 53424	Canterbury Fiji Social Services Trust	CFSST - Collective operational and programme costs	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$27,500 to Canterbury Fiji Social Services Trust for wages and administration costs.
3. 53297	Hei Hei Broomfield Community Development Trust	Project Overheads and Group Expenses	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,000 for the Hei Hei Broomfield Community Development Trust towards group and building expenses.
4. 53858	Hornby Presbyterian Community Trust	Te Whare Awhero (Hope Centre)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$31,000 for the Hornby Presbyterian Community Trust towards salaries, rent and administration.
5. 53182	K2 Youth Development Trust	Programme Coordinator Salary	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$12,000 to the K2 Youth Development Trust towards wages for the programme coordinator, training and volunteer expenses.
6. 53802	La Vida Youth Trust	La Vida After School Programme	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$10,500 to La Vida Youth Trust for the Riccarton Primary School After School Programme towards staff wages.
7. 53424	SEEDS RUR Trust	Young 1's & Shuffle Bumz	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$14,300 to Seeds RUR Trust for the Young 1's and Shuffle Bumz Programme towards the Family Worker salary.
8. 53936	The Salvation Army New Zealand Trust	Budgeting Advice Service	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$9,000 to the Salvation Army New Zealand Trust for the Budget Advice Service towards the Budget Advisor's wages.

## Priority Two Grants

No.	Group	Project	Board Decision
9. 53602	Acorn Trust	The Lighthouse Preschool rent holiday	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$4,000 to the Acorn Trust for the Lighthouse Preschool and Nursery rent.
10. 53823	Avonhead Community Trust	A Whole Village	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$8,000 to the Avonhead Community Trust

			towards the Co-ordinator's wages for the Whole Village project.
11. 53979	Canterbury Fiji Community Incorporated	Fiji Language Week and Independence Celebrations	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,200 to Canterbury Fiji Community Incorporated towards Fiji Language and Independence celebrations.
12. 53824	Christchurch Korean Community School	Christchurch Youth Cultural Outreach Project (split 50/50 with Fendalton/ Waimairi)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,000 to the Christchurch Korean Community School as a contribution towards volunteer expenses for the Cultural Outreach Project.
13. 53993	Christchurch United Football Club Inc.	Facilitating Football For All in Christchurch's Inner South-West (split 70/30 with Spreydon/Heathcote)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,050 to Christchurch United Football Club Inc. towards the Facilitating Football for All In Christchurch's Inner South-West project for upskilling and equipment.
14. 53852	Church Corner Toy Library Incorporated	Toy Library Co-ordinators	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,000 to Church Corner Toy Library towards the Co-ordinators wages.
15. 53918	FC Twenty 11	Contribution to annual power costs for floodlights (split 30/70 with Fendalton/Waimairi)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$300 to FC Twenty 11 towards power costs for floodlights.
16. 53917	FC Twenty 11	Football Development Manager (split 30/70 with Fendalton/Waimairi)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$3,000 to FC Twenty 11 towards the development component of the Football Development Manager position.
17.53971	Girl Guiding New Zealand Deans District	Establishment Costs for new unit	Application withdrawn.
18. 53964	Girl Guiding New Zealand Deans District	Supporting girls who are unable to pay fees	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,000 to Girl Guiding New Zealand Deans District towards girls who are not able to pay their fees.
19. 53977	Halswell Menzshed Acorn Trust	Wages for Supervisor	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$3,000 to the Halswell Menzshed towards Supervisor's wages.
20. 53751	Halswell Netball Club	Replacement of uniforms and netballs; volunteer recognition.	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,500 to Halswell Netball Club towards replacement uniforms, netballs and Volunteer Recognition Project.
21. 53477	Halswell Scout Group	Leader and youth training, and leader uniforms	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,155 to the Halswell Scouts Group towards leadership training and uniforms.
22. 53400	Halswell Toy Library Inc	Contribution towards librarians wages	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,000 to the Halswell Toy Library towards the Halswell Toy Library librarians wages.

23. 53981	Halswell United Association Football Club	Facilitating Football For All in Christchurch's South-West	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$6,000 to the Halswell United Football Club towards equipment, wages for a part-time junior development officer, and training for coaches and referees.
24. 53611	Hornby Day Care Trust	Provision of replacement crockery and Team Leader/Fundraiser wages.	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$5,835 to the Hornby Day Care Trust being \$835 towards replacement crockery and \$5,000 towards the Team Leader's wages.
25. 54023	Hornby Good Companions Club	Transport costs for older adults bus trips	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$500 to the Hornby Good Companions Club towards the cost of older adults bus trips.
26. 53812	Hornby High School	Kapa haka uniforms	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$4,000 to Hornby High School towards the cost of equipment.
27. 53878	Hornby Presbyterian Community Trust	OSCAR programmes in Hornby	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$5,000 to the Hornby Presbyterian Community Trust towards the OSCAR staff wages.
28. 53652	Hornby Rugby Football Club	Equipment for the Club both Senior/Junior for 2016 Season	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$4,000 to the Hornby Rugby Football Club towards the cost of equipment.
29. 53649	Hornby Rugby Football Club	Training for Junior players/coaches in 2016	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,500 to the Hornby Rugby Football Club towards training for junior players and coaches.
30. 53805	Hornby Toy Library	Toy Librarian wages	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$2,000 to the Hornby Toy Library towards the Hornby Toy Library Co-ordinator wages.
31. 53994	Hornby United Association Football Club Inc.	Creating a stronger football club in Hornby	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$4,000 to the Hornby United Football Club towards essential equipment for junior players, and training for coaches and referees.
32. 53806	La Vida Youth Trust	Republic Sports	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$10,000 to the La Vida Youth Trust towards wages for the Republic Sports Co-ordinator and Youth Worker, training and upskilling of volunteers, equipment and transportation costs.
33. 53801	La Vida Youth Trust	24/7 Youth Workers	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$15,000 to La Vida Youth Trust towards the 24-7 Youth Workers' wages at Riccarton High School and Riccarton Primary School.
34. 53797	La Vida Youth Trust	Leaders' Training Weekend	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,200 to La Vida Trust for equipment training,



			venue hire and volunteer recognition costs for the Leadership Training Retreat Weekend.
35. 53673	South Christchurch Christian Community Trust	Carols@Westlake	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,500 to the South Christchurch Christian Community Trust towards Carols@Westlake equipment and materials.
36. 53905	South West Baptist Church	South West Light Party	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,000 to South West Baptist Church towards the Halswell Community Light Party.
37. 53962	South West Ministries	Gruuve	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$400 to South West Ministries for the Gruuve Pre-School and Nursery Programme towards costs of bus tours.
38. 53715	Southern United Hockey Club Inc.	Training and Equipment Funding Project	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,500 to Southern United Hockey Club Inc towards the training and equipment projects.
39. 53537	Spreydon Youth Community Trust	Spreydon Youth Community Programmes (Halswell group)	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,500 to the Spreydon Youth Community Trust for the weekly Spreydon Youth Community Programmes (Halswell Group).
40. 53914	St Peters Netball Club	Recognition of our Volunteer Coaches	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$500 to the St Peters Netball Club towards volunteer recognition.
41. 53536	University of Canterbury Athletics Club Inc.	UC Juniors Children's Athletics Programme	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$1,000 to University of Canterbury Athletics Club Inc towards track hire and coaching costs.
42. 53340	Youth South West Christchurch Trust	24-7 Youthwork in Hornby High School	The Riccarton/Wigram Community Board <b>resolved</b> to grant \$12,500 to the Youth South West Christchurch Trust towards the four Hornby High School 24-7 Youth Worker's wages.

#### Priority Three Grants

No.	Group	Project	Board Decision
43. 53921	FC Twenty 11	Volunteer recognition BBQ (split 30/70 with Fendalton/Waimairi)	The Riccarton/Wigram Community Board <b>resolved</b> to decline the application from FC Twenty 11.

#### Priority Four Grants

No.	Group	Project	Board Decision
44. 53923	4th Christchurch Boys' Brigade	National Leadership Development Course (split 30/70 with Fendalton/Waimairi)	The Riccarton/Wigram Community Board <b>resolved</b> to decline the application from the 4 <sup>th</sup> Christchurch Boys' Brigade.

15. 9. 2015

- 10 -

45. 54024	Te Akatoki Incorporated	Te Huinga Tauira o Mana Akonga 2015	The Riccarton/Wigram Community Board <b>resolved</b> to decline the application from Te Akatoki Incorporated.
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Helen Broughton/Peter LaloliCarried

Clause 1 (Part A) of these minutes records a related recommendation made to the Council regarding the criteria for the Strengthening Communities Fund.

The meeting concluded at 5.29pm.

**CONFIRMED THIS 15TH DAY OF SEPTEMBER 2015**

**MIKE MORA  
CHAIRPERSON**

**4. DEPUTATIONS BY APPOINTMENT**

**4.1 BUSINESS MENTORS NZ LTD**

Ellen Pender, Canterbury Co-ordinator, Business Mentors NZ Ltd, has been granted speaking rights to address the Board to present a new service that has recently launched to assist Canterbury/Not-For-Profit Groups.

**4.1 SARAH HARNETT RE TEMPLETON GOLF COURSE**

Sarah Harnett, local resident, has been granted speaking rights to address the Board in relation to the Templeton Golf Course.

**5. PETITIONS**

**6. NOTICES OF MOTION**

**7. CORRESPONDENCE**

7.1 A letter to all submitters in relation to the Council outcomes regarding the 2015-2025 Long Term Plan has been received from the Mayor, Lianne Dalziel, and **separately circulated**.

7.2 A letter regarding Deans Avenue traffic concerns has been received from Deans Avenue Precinct Society, and **separately circulated**.

**8. BRIEFINGS**

**8.1 DELTA UPDATE - PARKS MAINTENANCE**

Ian Jackson, Christchurch City Council Parks Advisor, Bridie Gibbings, Ed Hadfield and Steve Wilks, representatives from Delta Parks Maintenance will provide the Board with an update.

**9. PROPOSED ROAD NAMES - 158 TO 160 AWATEA ROAD, 206 SHANDS ROAD, 298 WIGRAM ROAD, MENIN GATE CRESCENT BY ENTERPRISE HOMES, 191 WIGRAM ROAD AND 28 KENNEDYS BUSH ROAD**

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<b>Contact:</b>	Bob Pritchard	bob.pritchard@ccc.govt.nz	941-8644
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## 1. Purpose and Origin of Report

### Purpose of Report

- 1.1. The purpose of this report is for Riccarton/Wigram Community Board to approve the proposed new road names.

### Origin of Report

- 1.2. This report is staff generated resulting from naming requests from subdivision developers.

## 2. Significance

- 2.1. The decision(s) in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
  - 2.1.1. The level of significance was determined by the number of people affected and/or with an interest as well as the size of the new road/right of way.
  - 2.1.2. Due to the low assessment of significance, no further community engagement and consultation is required.

## 3. Staff Recommendations

That the Riccarton/Wigram Community Board resolve to:

- 3.1. Approve the road name of Barbara Joan Road
- 3.2. Approve the road names of Quadrant Drive and Establishment Drive
- 3.3. Approve the road name of Luemma Place
- 3.4. Approve the road name of Longueval Lane
- 3.5. Approve the road name of Musgrove Close
- 3.6. Approve the road name of Kapuka Lane

## 4. Barbara Joan Road

- 4.1. This is stage 1 of a new subdivision at 158 to 160 Awatea Road.
- 4.2. This stage will create approximately 16 new allotments to be served by a new road running south west off Awatea Road.
- 4.3. The applicants have proposed the name Barbara Joan Road. Barbara Joan was the wife of the current owner Peter Dellaca, and the family wish to acknowledge Barbara's history on the site with the proposed road name.
- 4.4. It is being recommended that the Riccarton/Wigram Community Board approve the proposed name Barbara Joan Road for this first stage of the subdivision.

## 5. Quadrant Drive and Establishment Drive

- 5.1. This is a commercial subdivision at 206 Shands Road by Calder Stewart Industries Ltd who are creating eight allotments to be served by two new roads running between Connaught Drive and Shands Road.

## 9. Cont'd

- 5.2. Two names have been submitted, Quadrant Drive and Establishment Drive.
- 5.3. It is being recommended that the Riccarton/Wigram Community Board approve the names:
  - 5.3.1. Quadrant Drive; and
  - 5.3.2. Establishment Drive.

## 6. Luemma Place

- 6.1. This is a residential subdivision at 298 Wigram Road by Wigram Estate Limited bordering the Wigram Skies subdivision. It will create 25 new residential allotments to be accessed via a new legal road in the form of a cul-de-sac.
- 6.2. Four names have been submitted for consideration:
  - 6.2.1. Luemma Place, from a combination of the developers two daughters, Lucy and Emma
  - 6.2.2. Sharman Place, after an aircraftman, William Sharman who was killed in a crash of the two Devon aircraft in this locality in 1953.
  - 6.2.3. Marjory Place, after the landowner at the time of the 1953 air crash.
  - 6.2.4. Eggers Place, while close to the existing Margaret Eggers Drive, it is considered different enough.

## 7. Longueval Lane

- 7.1 A right-of-way at Menin Gate Crescent by Enterprise Homes Limited.
- 7.2 The Board will remember approving the name Menin Gate Crescent at its 14 April 2015 meeting.
- 7.3 The naming of the right-of-way linking the two legs of Menin Gate Crescent was not originally planned, however Land Information New Zealand are now requiring all rights-of-way serving six or more allotments to be named.
- 7.4 It is proposed to call the right-of-way Longueval Lane. This is the name of the village where the New Zealand Division joined the Battle of the Somme. North is another village, Flers, while to the east of the skyline is the New Zealand memorial.
- 7.5 It is being recommended that the Riccarton/Wigram Community Board:
  - 7.5.1. Approve the name Longueval Lane ('Lon ga varl') for the right-of-way between Menin Gate Crescent.
  - 7.5.2. As an alternative, approve the name Flers Lane, however this may be too similar to Fleur Lane in Akaroa or Fleur lane in Burwood.

## 8. Musgrove Close

- 8.1. This subdivision will create eight new commercial allotments at 191 Wigram Road by Musgroves Ltd. It will be served by a new cul-de-sac running off Wigram Road.
- 8.2. It is proposed to call the road Musgrove Close, not after the firm but after the two Musgrove brothers, Dave and Alf. Dave commenced his transport business in 1942, and Alf joined him in 1945. They originally operated out of a yard in Peer Street, opposite Villa Maria College, until the pressure of operating a transport business from a residential location necessitated a move to a more suitable location in Wigram Road.
- 8.3. Their fleet of 12 or so trucks were known to be well maintained and always kept tidy.
- 8.4. In 1970, the Musgrove brothers sold the firm to Graeme Vickers and his wife.

**9. Cont'd**

8.5. It is being recommended that the Riccarton/Wigram Community Board approve the new cul-de-sac at 191 Wigram Road to be named Musgrove Close.

**9. Kapuka Lane**

- 9.1. This is a proposed subdivision located at 28 Kennedys Bush Road by Contract Construction. It will be creating 11 new allotments.
- 9.2. Five of the allotments have direct access to Kennedys Bush Road, while the remaining six allotments are served by a right-of-way over part of Lot 7.
- 9.3. The applicants have proposed three Maori names for the right-of-way. These are all species of trees and shrubs which would have grown on Kennedys Bush Road.
- 9.4. It is being recommended that the Riccarton/Wigram Community Board approve one of the following names, in order of preference:
- 9.4.1. Kapuka Lane
- 9.4.2. Horopita Lane
- 9.4.3. Houhere Lane

**Attachments**

No.	Title	Page
1	Location Maps	9

**Confirmation of Statutory Compliance**

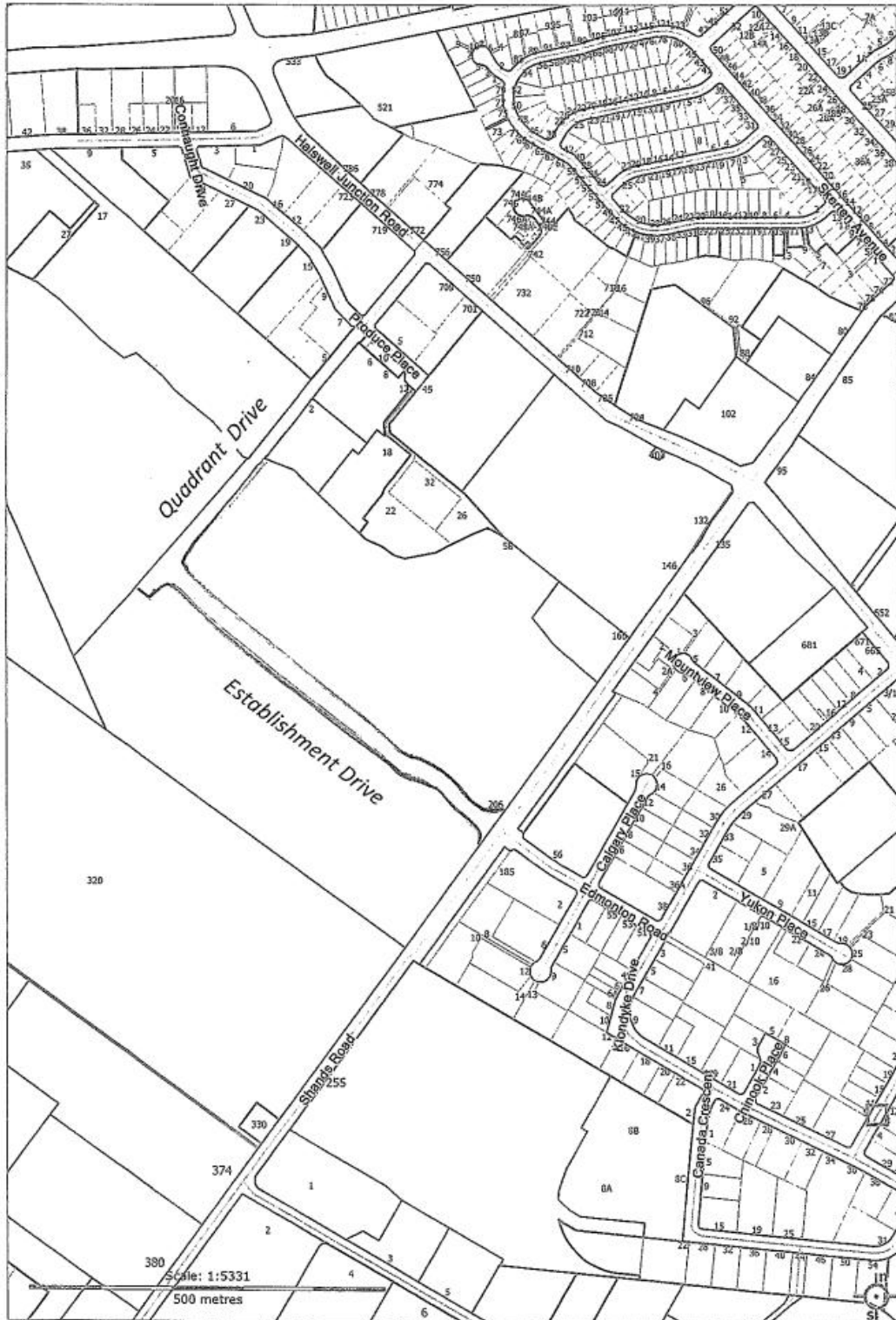
In accordance with section 76 of the Local Government Act 2002, this report contains:	
a.	sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
b.	a process of community engagement to determine and consider, the views and preferences of affected and interested parties bearing in mind the significance of the decision

**Signatories**

<b>Author</b>	Bob Pritchard	Subdivision Officer
<b>Approved By</b>	John Higgins	Unit Manager, Resource Consents
	Mike Theelen	Director, Chief Planning Officer

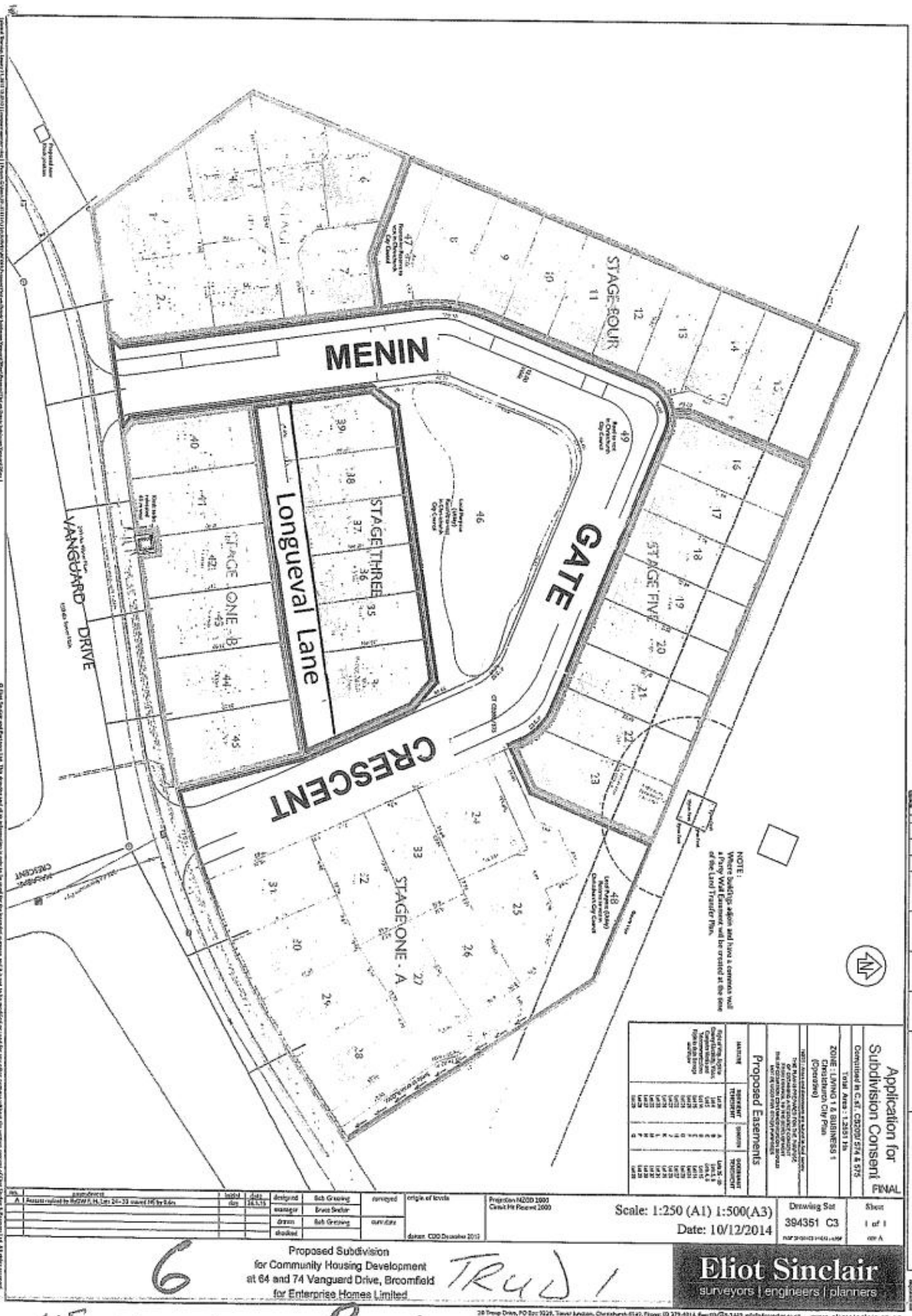
Attachment 1









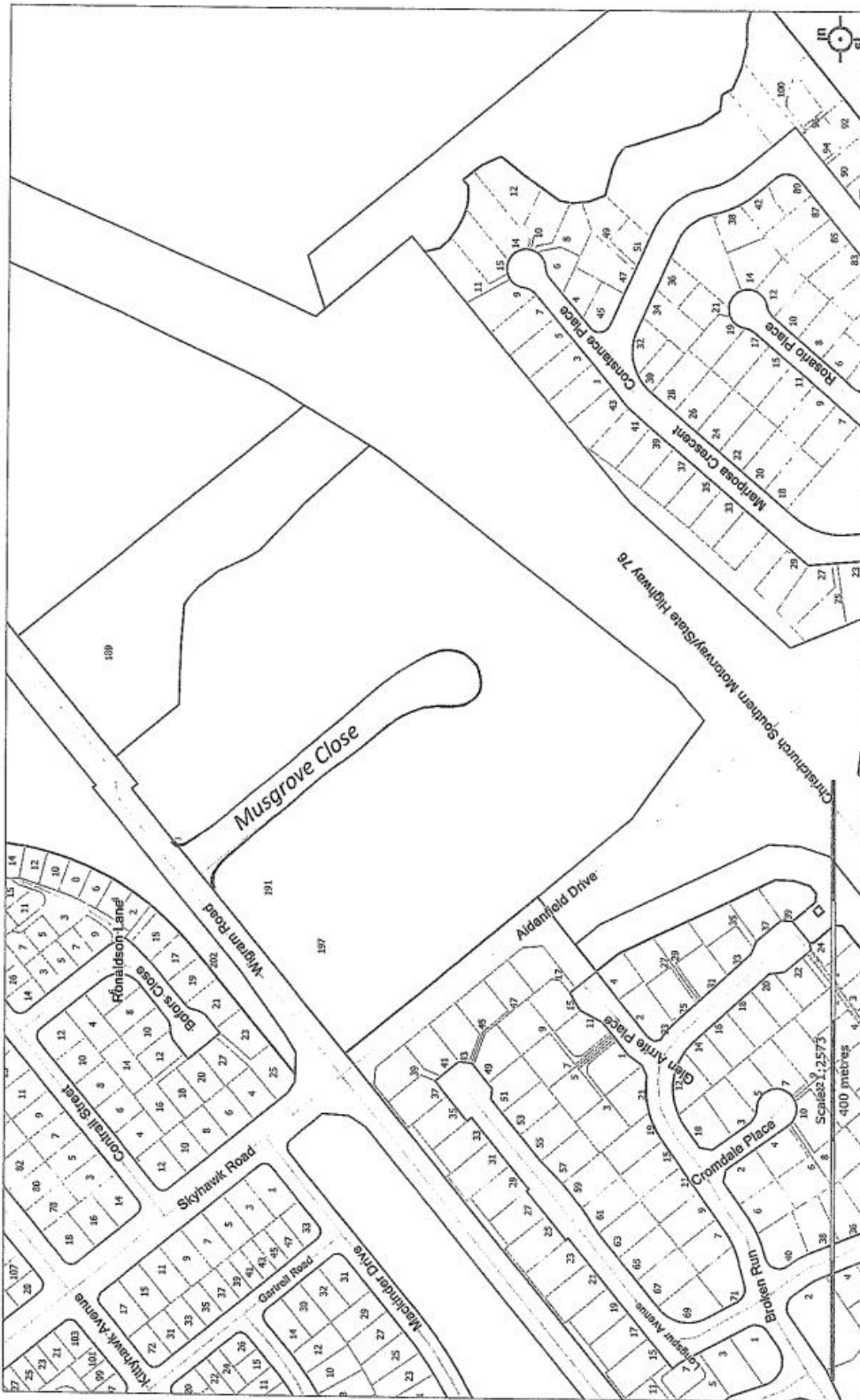


Application for Subdivision Consent		FINAL	
Consent No. C-11-0307/04-05		Total Area: 12,051.14m <sup>2</sup>	
Zone: 1 (Single Residential)		Consent No. C-11-0307/04-05	
Proposed Easements		Lot 1: 1,000.00m <sup>2</sup>	
Lot 2: 1,000.00m <sup>2</sup>		Lot 3: 1,000.00m <sup>2</sup>	
Lot 4: 1,000.00m <sup>2</sup>		Lot 5: 1,000.00m <sup>2</sup>	
Lot 6: 1,000.00m <sup>2</sup>		Lot 7: 1,000.00m <sup>2</sup>	
Lot 8: 1,000.00m <sup>2</sup>		Lot 9: 1,000.00m <sup>2</sup>	
Lot 10: 1,000.00m <sup>2</sup>		Lot 11: 1,000.00m <sup>2</sup>	
Lot 12: 1,000.00m <sup>2</sup>		Lot 13: 1,000.00m <sup>2</sup>	
Lot 14: 1,000.00m <sup>2</sup>		Lot 15: 1,000.00m <sup>2</sup>	
Lot 16: 1,000.00m <sup>2</sup>		Lot 17: 1,000.00m <sup>2</sup>	
Lot 18: 1,000.00m <sup>2</sup>		Lot 19: 1,000.00m <sup>2</sup>	
Lot 20: 1,000.00m <sup>2</sup>		Lot 21: 1,000.00m <sup>2</sup>	
Lot 22: 1,000.00m <sup>2</sup>		Lot 23: 1,000.00m <sup>2</sup>	
Lot 24: 1,000.00m <sup>2</sup>		Lot 25: 1,000.00m <sup>2</sup>	
Lot 26: 1,000.00m <sup>2</sup>		Lot 27: 1,000.00m <sup>2</sup>	
Lot 28: 1,000.00m <sup>2</sup>		Lot 29: 1,000.00m <sup>2</sup>	
Lot 30: 1,000.00m <sup>2</sup>		Lot 31: 1,000.00m <sup>2</sup>	
Lot 32: 1,000.00m <sup>2</sup>		Lot 33: 1,000.00m <sup>2</sup>	
Lot 34: 1,000.00m <sup>2</sup>		Lot 35: 1,000.00m <sup>2</sup>	
Lot 36: 1,000.00m <sup>2</sup>		Lot 37: 1,000.00m <sup>2</sup>	
Lot 38: 1,000.00m <sup>2</sup>		Lot 39: 1,000.00m <sup>2</sup>	
Lot 40: 1,000.00m <sup>2</sup>		Lot 41: 1,000.00m <sup>2</sup>	

Project No: 14200 1000	Client: P9 Project 2000	Scale: 1:250 (A1) 1:500 (A3)	Drawing Set: 394351 C3	Sheet: 1 of 1
Project Name: 14200 1000	Client: P9 Project 2000	Date: 10/12/2014	Client: 394351 C3	Client: 394351 C3

6 Proposed Subdivision for Community Housing Development at 64 and 74 Vanguard Drive, Broomfield for Enterprise Homes Limited TRUD 1

**Eliot Sinclair**  
surveyors | engineers | planners





**10. PROPOSED RIGHT-OF-WAY NAME - 68A TO 68H KENNEDYS BUSH ROAD**

**Reference:** 15/1066134

**Contact:** Bob Pritchard

bob.pritchard@ccc.govt.nz

941-8644

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## 1. Purpose and Origin of Report

### Purpose of Report

- 1.1. The purpose of this report is for Riccarton/Wigram Community Board to consider and approve the proposed new road names.

### Origin of Report

- 1.2. This report is staff generated resulting from required naming by Land Information New Zealand.

## 2. Significance

- 2.1. The decision(s) in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
  - 2.1.1. The level of significance was determined by the number of people affected and/or with an interest as well as the size of the new road/right of way.
  - 2.1.2. Due to the low assessment of significance, no further community engagement and consultation is required.

## 3. Staff Recommendations

That the Riccarton/Wigram Community Board resolve to:

- 3.1. Approve one of the following proposed right-of-way names.
  - 3.1.1. Imperial Lane
  - 3.1.2. Olivine Lane
  - 3.1.3. Scoria Lane
  - 3.1.4. Basalt Lane

## 4. List of names

- 4.1. This is an existing right-of-way situated at 68A to 68H Kennedys Bush Road.
- 4.2. Property addressing is subject to the Australian/New Zealand Standard for Rural and Urban Addressing. Land Information New Zealand is ultimately responsible for the implementation of the standard. Several of the standards conflict with the Council's own Road Naming Policy, particularly those relating to numbering addresses for properties served by private rights-of-way.<sup>1</sup>
- 4.3. The addressing standard requires any private road or right-of-way serving six or more addressing units to be named. In the case of the right-of-way at 68 Kennedys Bush Road, prior to a recent subdivision, there was seven existing properties. One allotment (68A) has been subdivided so there are now eight allotments served by the right-of-way.
- 4.4. Up to this point, the seven existing allotments have had access over the right-of-way and were numbered 68A to 68G Kennedys Bush Road.

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<sup>1</sup> As a result, there will need to be a further report to the Council to consider a revision of the Road Naming Policy.

**10. Cont'd**

- 4.5. Under the former regime, the additional allotment would have been allocated 68H Kennedys Bush Road. Now Land Information New Zealand is requiring that the right-of-way be allocated a new name in accordance with the addressing standard. Land Information New Zealand have been emailed and telephoned several times but hold firm to their position.
- 4.6. This is against the wishes of the majority of the existing residents, however, Land Information New Zealand states that for this situation, naming of right-of-way is mandatory. In the event that the residents do not choose a name, the Council (Riccarton/Wigram Community Board) must allocate a name.
- 4.7. Two letters have been sent to the residents advising them of the road naming process and developer suggested names. The developer suggested names were Imperial Lane and Nickel Lane (Nickel Lane is not recommended as there are similar existing names already - Nicholls Road and Nicol Street). One response was received which did not support either of the developer suggested names. The response suggested further names, being Quarry Lane, Bluestone Lane and Greystone Lane. All three of these names are considered unsuitable as they are already in use or too similar to existing road names.
- 4.8. The second letter advised the names were unsuitable and that the road naming would proceed to the Riccarton/Wigram Community Board to consider. The letter also indicated further name suggestions could be sent to Council staff.. The letter also indicated that a deputation to the Board could be requested. At the time of writing this report, no further names had been received.
- 4.9. The names proposed in 3. above reflect minerals common to the area. One has been suggested by the developer and the other three are suggested by Council staff.

**Attachments**

No.	Title
1	Location Map
2	First letter
3	Second letter

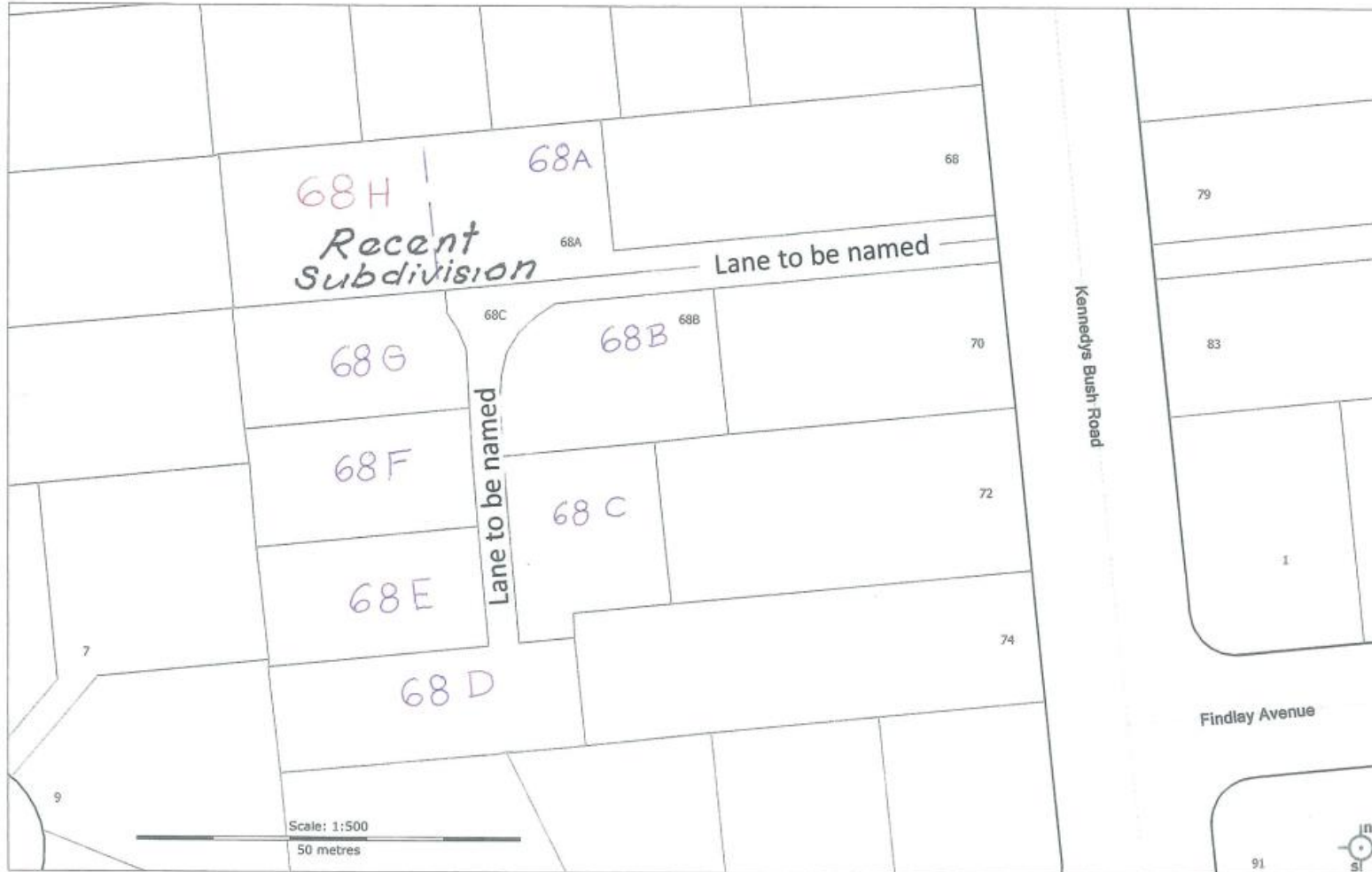
**Confirmation of Statutory Compliance**

In accordance with section 76 of the Local Government Act 2002, this report contains:	
a.	sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
b.	a process of community engagement to determine and consider, the views and preferences of affected and interested parties bearing in mind the significance of the decision

**Signatories**

<b>Author</b>	Bob Prichard	Subdivision Officer
<b>Approved By</b>	John Higgins	Resource Consents Unit Manager
	Mike Theelen	Chief Planning Officer

Attachment 1





15. 9. 2015

- 24 -



30<sup>th</sup> July 2015

Property owner and occupier

Dear Sir/Madam

**RE: Naming of right of way at 68 Kennedys Bush Road**

The Council has been requested to name the right-of-way at 68 Kennedys Bush Road. The effect of naming the right-of-way is that property addresses would change from Kennedys Bush Road to the lane name.

The background to this request is that 68A Kennedys Bush Road has been subdivided and the subdivision plan has been deposited and new certificates of title have been issued by Land Information New Zealand (LINZ).

The issue that has arisen is that property addressing has to be in terms of The Australian/New Zealand "Rural and urban addressing" rules. These rules limit the use of letters in an address to six properties or "...A - ....F". If a right of way is being extended with additional allotments, so that the right of way will exceed six allotments, then LINZ require the right-of-way to be named. This is the case at 68A - 68G Kennedys Bush Road. All allotments must have a property number. The Council has already sought a dispensation from LINZ from their rural and urban addressing regime, but the dispensation has been declined.

The only other alternative is to name the right-of-way. Two possible names have been submitted by the subdivider, with a request from the subdivider that the names "Imperial Lane" or "Nickle Lane" be approved. "Stonecroft" was also submitted, but was deemed to be too close in pronunciation and in the written form to the existing "Stonycroft Lane".

This letter is requesting your written feedback as an owner and/or occupier of a property in the proposed lane. Can you please advise:

1. Whether you support or oppose the naming of the right-of-way; and
2. Your name preference for the lane.

The feedback is requested no later than the 16<sup>th</sup> August 2015.

The Council would encourage owners/occupiers affected by the name change to discuss and agree a name that is acceptable to all. The name needs to be easy to pronounce, spell, and possibly reflects the locality of your right-of-way.

Your feedback is to be submitted to Bob Pritchard either by email at [bob.pritchard@ccc.govt.nz](mailto:bob.pritchard@ccc.govt.nz) or by mail addressed to Bob Pritchard, Christchurch City Council, Civic Offices, 53 Hereford Street, Christchurch 8154.



15. 9. 2015

- 25 -

ATTACHMENT 2 TO CLAUSE 10 CONT'D

This feedback will then be summarised in to a report submitted to the Riccarton/Wigram Community Board, who are delegated to make decisions on road naming, to consider. The timing of the Board meeting is unknown at this time but you will be notified when the matter is set down. You will be able to request to make a deputation to the Board about this matter.

Should you have any questions about this letter, please do not hesitate to contact the writer on 941-8644.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Bob Pritchard', with a stylized flourish at the end.

Bob Pritchard  
Subdivisions Officer

15. 9. 2015

- 26 -

ATTACHMENT 3 TO CLAUSE 10



31<sup>st</sup> August 2015

Property Owner / Occupier

Dear Sir/Madam

**RE: Naming of right of way at 68 Kennedys Bush Road**

This letter is a follow up letter to the letter that was dated 30 July (copy attached). That letter sought feedback with respect to the naming of the right of way at 68 Kennedys Bush Road.

Only one response was received which did not support the two names suggested - *Imperial Lane* or *Nickle Lane*. *Nickle* cannot be used as we have existing names (Nicholls Road and Nichol Street) in Christchurch. If it is named after the metal, it needs to be spelled Nickel Road. The response suggested the following names instead - *Quarry Lane*, *Bluestone Lane* or *Greystone Lane*. *Quarry Lane* and *Bluestone Lane* already exist, so cannot be used. *Greystone Lane* is too similar to other existing road names, but *Greystone Close* would be permissible.

Some further names suggested by the Council are *Olivine Lane*, *Scoria Lane* or *Basalt Lane*. These are the most common minerals associated with the area.

An extension was also requested. Given the Riccarton/Wigram Community Board will not be deliberating on this matter until a meeting of the Board on 20<sup>th</sup> October 2015, further correspondence could be submitted prior and/or a deputation can be requested to speak at the Board meeting. The applicant has also expressed a strong preference to progress the naming as it has been delayed with LINZ not being able to issue a property address to the newly created site.

A Council officer report will be prepared for the Board for information prior to the Board meeting to assist the Board in its deliberations. It is intended to include the developer suggested names (*Imperial Lane* or *Nichol Lane*) as well as *Greystone Close* in the report. The report will be pre-circulated to the owners and occupiers of the right of way.

As mentioned above, further correspondence can be submitted prior, as well as a deputation can be requested to speak at the Board meeting. Any correspondence should be submitted preferably by email to both [bob.pritchard@ccc.govt.nz](mailto:bob.pritchard@ccc.govt.nz) and [Barbara.strang@ccc.govt.nz](mailto:Barbara.strang@ccc.govt.nz), or by mail addressed to Bob Pritchard, Christchurch City Council, Civic Offices, 53 Hereford Street, Christchurch 8154. Any request for a deputation is to be made to Barbara Strang (Community Governance Manager Riccarton/Wigram Community Board) either by email at [barbara.strang@ccc.govt.nz](mailto:barbara.strang@ccc.govt.nz) or 941-5216.

15. 9. 2015

- 27 -

ATTACHMENT 3 TO CLAUSE 10 CONT'D

Should you have any questions about this letter, you can also contact the writer on 941-8644.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Bob Pritchard', with a stylized flourish at the end.

Bob Pritchard  
Subdivisions Officer

15. 9. 2015

- 28 -

ATTACHMENT 4 TO CLAUSE 10



03 September 2015

Property Owner / Occupier  
68x Kennedys Bush Road  
Hallswell  
Christchurch 8025

Dear Sir/Madam

**RE: Naming of right of way at 68 Kennedys Bush Road**

This letter is a follow up letter to the letter that was dated 31<sup>st</sup> August 2015.

There are two errors in our previous correspondence that I would like to clarify.

*Nickle Lane* - was incorrectly spelled and should have been Nickel Lane as the developer suggested. Notwithstanding the spelling error, this name is not available as there are existing names: Nicholls Road and Nichols Street which sound too similar.

*Meeting date 20<sup>th</sup> October 2015* - the report will be considered at the Riccarton/Wigram Community Board meeting of 15 September and not the above date as indicated in the previous correspondence.

As mentioned in previous letters, further correspondence can be submitted prior, as well as a deputation can be requested to speak at the Board meeting. Any correspondence should be submitted preferably by email to both [bob.pritchard@ccc.govt.nz](mailto:bob.pritchard@ccc.govt.nz) and [Barbara.strang@ccc.govt.nz](mailto:Barbara.strang@ccc.govt.nz), or by mail addressed to Bob Pritchard, Christchurch City Council, Civic Offices, 53 Hereford Street, Christchurch 8154. Any request for a deputation is to be made to Barbara Strang (Community Board Advisor Riccarton/Wigram Community Board) either by email at [barbara.strang@ccc.govt.nz](mailto:barbara.strang@ccc.govt.nz) or 941-5216.

Should you have any questions about this letter, you can also contact the writer on 941-8644.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Bob Pritchard".

Bob Pritchard  
Subdivisions Officer

**11. RICcarton/WIGRAM COMMUNITY BOARD 2015/16 DISCRETIONARY RESPONSE FUND – APPLICATIONS - SAMUEL ROSS WEIR, ST JOHN OF GOD HALSWELL AND NIKITA AVRIL GAPPER**

**Reference:** 15/539963

**Contact:** Tracy Tai

tracy.tai@ccc.govt.nz

941-5008

## 1. Purpose

- 1.1. The purpose of this report is for the Riccarton/Wigram Community Board to consider applications for funding from its 2015/16 Discretionary Response Fund from the following individuals and organisation below:

Funding Request Number	Organisation	Project Name	Amount Requested
00054165	Samuel Ross Weir	Rubik's Cube Tournament	\$700
00054175	St John of God Hauora Trust (Waipuna)	Carols by Treelight at St John of God Halswell	\$2,000
00054203	Nikita Avril Gapper	Gymsports NZ Nationals	\$1,403

## 2. Significance

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

## 3. Staff Recommendations

That the Riccarton/Wigram Community Board resolve to:

- 3.1. Make a grant of \$300 from its 2015/16 Discretionary Response Fund to Samuel Ross Weir towards the costs of competing in the Hamilton Spring 2015 Rubik's Cube Tournament to be held on 27 September 2015.
- 3.2. Make a grant of \$1000 from its 2015/16 Discretionary Response Fund to St John of God Hauora Trust (Waipuna) towards the operational cost for the Carols by Treelight event at St John of God Halswell.
- 3.3. Make a grant of \$300 from its 2015/16 Discretionary Response Fund to Nikita Gapper towards the costs of competing in the Gymsports New Zealand Nationals 2015 to be held in Auckland on 1 October 2015.

## 4. Key Points

- 4.1. At the time of writing, the balance of the Discretionary Response Fund is as detailed below.

Total Budget 2015/16	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$130,000	\$63,675	\$66,325	<b>\$64,725</b>

- 4.2. Based on the current Discretionary Response Fund criteria, the application listed above is eligible for funding.

**11. Cont'd**

- 4.3. The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

**Attachments**

<b>No.</b>	<b>Title</b>
1	Riccarton/Wigram 2015/16 DRF - Samuel Ross Weir Decision Matrix
2	Riccarton/Wigram 2015/16 DRF - St John of God Hauora Trust (Waipuna) Decision Matrix
3	Riccarton/Wigram 2015/16 DRF - Nikita Avril Gapper Decision Matrix

**Confirmation of Statutory Compliance**

In accordance with section 76 of the Local Government Act 2002, this report contains:
a. sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
b. a process of community engagement to determine and consider, the views and preferences of affected and interested parties bearing in mind the significance of the decision

**Signatories**

<b>Author</b>	Tracy Tai	Community Recreation Adviser, Riccarton/Wigram
<b>Approved By</b>	Peter Dow	Community Governance Manager
	Mary Richardson	Director, Community and Democracy Services

# 2015/16 DRF RICCARTON-WIGRAM 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.

00054203	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Nikita Avril Gapper	<p><b>Assistance to attend Gymsport New Zealand Nationals</b></p> <p>Nikita Gapper is seeking funding assistance towards the costs of attending Gymsports New Zealand Nationals Tournament to be held in Auckland on 1 October 2015.</p>	<p>\$ 1,403</p> <p><b>\$ Requested</b></p> <p>\$ 1,403</p> <p>(100% requested)</p>	The cost of attending Gymsports New Zealand Nationals in Auckland.	<p><b>\$ 300</b></p> <p>That the Riccarton/Wigram Community Board resolves to make a grant of \$300 to Nikita Gapper towards the cost of competing in the Gymsports New Zealand Nationals 2015 to be held in Auckland on 1 October 2015.</p>	<b>2</b>

<p><b>ORGANISATION DETAILS</b></p> <p>Service Base:</p> <p>Legal Status: N/A</p> <p>Established:</p> <p>Target groups:</p> <p>Annual Volunteer hours: 0</p> <p>Number of project participants: 1</p> <p><b>ALIGNMENT WITH COUNCIL STRATEGIES</b></p> <ul style="list-style-type: none"> <li>· Strengthening Communities Strategy</li> <li>· Physical Recreation and Sport Strategy</li> <li>· Children and Youth Strategies</li> </ul> <p><b>CCC Funding History</b></p> <p>Nil</p>	<p><b>Other Sources of Funding (this project only)</b></p> <p>Ngai Tahu \$100</p> <p>Lions Foundation - pending</p> <p>Part-time job - paper round \$30 per week</p> <p>Door knocking selling chocolates</p> <p>Parent contribution</p> <p><b>Staff Assessment</b></p> <p>Nikita Avril Gapper is an 11 year old from Islington, who is requesting funding assistance as she has been selected to represent Canterbury in Gymnastic at the Gymsports New Zealand Nationals Tournament to be held in Auckland on 1 October 2015.</p> <p>Nikita has been involved in gymnastics for six years, she trains three to four days a week for 12 to 15 hours per week.</p> <p>In order to raise funds for the tournament Nikita has received support from Ngai Tahu. She also participated in a number of fundraising initiatives including selling chocolates, and delivering local paper.</p>
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# 2015/16 DRF RICcarton-WIGRAM 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.

00054175	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	St John of God Hauora Trust (Waipuna)	<p><b>Carols by Treelight at St John of God Halswell</b></p> <p>St John of God Halswell is seeking funding towards operational cost for an annual carols to be held at the St John of God Halswell site.</p>	<p>\$ 3,005</p> <p><b>\$ Requested</b></p> <p>\$ 2,000</p> <p>(67% requested)</p>	Operational cost for an annual Carols to be held at the St John of God Halswell site.	<p><b>\$ 1000</b></p> <p>That the Riccarton/Wigram Community Board resolves to make a grant of \$1,000 to St John of God Hauora Trust (Waipuna) towards the operational costs of the Carols by Treelight event at St John of God Halswell.</p>	2

<p><b>ORGANISATION DETAILS</b></p> <p>Service Base:</p> <p>Legal Status: Charitable Trust</p> <p>Established: 29/06/1993</p> <p>Target groups: local families</p> <p>Annual Volunteer hours: 2600</p> <p>Number of project participants: 800</p> <p><b>ALIGNMENT WITH COUNCIL STRATEGIES</b></p> <ul style="list-style-type: none"> <li>Strengthening Communities Strategy</li> <li>Children and Youth Strategies</li> </ul> <p><b>CCC Funding History</b></p> <p>\$1,000 Carols by Treelight, \$3,000 Adventure Therapy, \$2,000 Playground, \$50,000 Salary Cost</p>	<p><b>Other Sources of Funding (this project only)</b></p> <p>Sponsorship - \$2,000</p> <p><b>Staff Assessment</b></p> <p>St John of God wish to establish an annual Christmas concert and fair that is accessible for all ages and abilities. This will be organised through a collaborative committee of local community groups sourced from the Halswell Liaison Group and beyond.</p> <p>The event will be hosted on the St John of God Halswell grounds which is a heritage site and will welcome newcomers to the area and showcase local talent, community groups and services available. This will aid new and established residents of the rapidly growing local area (Aidanfield, Wigram and Halswell) to become aware of the local history and feel a deeper sense of connection and belonging. As leaders in the field of disability services and rehabilitation, St John of God will bring in expertise to create an event that is specifically targeted to be accessible to all. St John of God will speak to the organiser of Carols at the Quarry and Carols@Westlake to ensure they reach a different demographic and timing.</p> <p>The Carols by Treelight at St John of God Halswell is an inclusive and community focused celebration of the festive season, located on the heritage St John of God Halswell site of historical significance.</p> <p>The event will provide an engaging community event for people living with physical or neurological disability, as well as the broader local Halswell community. The programme features traditional carol singing, games and children's entertainment, picnic spaces, food, crafts, heritage stories and local entertainment. As a not-for-profit service provider for people with physical or neurological disabilities the St John of God Halswell site is specifically friendly for families, older people and people living with a disability.</p>
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# 2015/16 DRF RICCARTON-WIGRAM 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.

00054165	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Samuel Ross Weir	<p><b>Participation in Hamilton Spring 2015 Rubik's Cube Tournament, 27 September 2015</b></p> <p>Samuel Weir is seeking funding assistance towards the costs of competing at the Speed Cubing Tournament to be held in Hamilton on 27 September 2015.</p>	<p>\$ 845</p> <p><b>\$ Requested</b></p> <p>\$ 700</p> <p>(83% requested)</p>	<p>Flight \$356</p> <p>Rental Car \$139</p> <p>Petrol \$ 50</p> <p>Accommodation \$160</p> <p>Entry Fee \$40</p> <p>Food \$100</p>	<p><b>\$ 300</b></p> <p>That the Riccarton/Wigram Community Board resolves to make a grant of \$300 to Samuel Ross Weir towards the costs of competing at the Hamilton Spring 2015 Rubik's Cube Tournament on 27 September 2015.</p>	<b>2</b>

<p><b>ORGANISATION DETAILS</b></p> <p>Service Base:                  Legal Status: N/A                  Established:                  Target groups:                  Annual Volunteer hours:</p> <p>Number of project participants: 1</p> <p><b>ALIGNMENT WITH COUNCIL STRATEGIES</b></p> <ul style="list-style-type: none"> <li>Children and Youth Strategies</li> </ul> <p><b>CCC Funding History</b></p> <p>Nil</p>	<p><b>Other Sources of Funding (this project only)</b></p> <p>Fundraising \$100</p> <p><b>Staff Assessment</b></p> <p>Samuel Ross Weir is an 11 year old from Avonhead, who has requested funding assistance to compete in the Hamilton Spring 2015 Rubik's Cube Tournament to be held on 28 September 2015.</p> <p>Samuel's grandmother gave him his first Rubik's cube to take away with him to Dunedin last Easter. He has been teaching himself by watching YouTube clips, and learning about maintenance of Rubik's Cubes. For example, tension adjustment, how to take it apart, clean everything inside the cube to get the dirt out and to re-lubricate the cube.</p> <p>Samuel's fastest time to date is 20.30seconds, the world record is 5.36 seconds and the fastest time registered for the competition to date in Hamilton is about 40 seconds.</p> <p>Samuel's future goal is to achieve a best time of under 10 seconds, start up a club and competitions in Christchurch.</p> <p>Apart from Rubik's Cube, Samuel also enjoys playing football and computer games and he is in the top of his class for mathematics and plays the trumpet.</p> <p>In order to raise funds for the tournament, Samuel is planning to host a movie night at home, where he will show a movie named 'The Pursuit of Happiness' where he will also be giving a demonstration.</p>
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## 12. RICcarton/WIGRAM RESIDENTS' ASSOCIATIONS FUNDING

**Reference:** HP Records Manager Number

**Contact:** Marie Byrne

marie.byrne@ccc.govt.nz

941-6502

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### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1. The purpose of this report is for the Riccarton/Wigram Community Board to consider approving the allocation of funding from its 2015/16 Discretionary Response Fund towards assisting the operation and activities of the Residents' Associations in Riccarton/Wigram.

#### Origin of Report

- 1.2. This report is generated as a result of an earlier seminar of the Riccarton/Wigram Community Board where members expressed a wish to support the operation and activities of local Residents' Associations.

### 2. Significance

- 2.1. The decision(s) in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
  - 2.1.1. The level of significance was determined by the fact that funding allocations from the Board's Discretionary Response Fund are decisions that the Riccarton/Wigram Community Board has delegated authority to make. Input into funding allocations are not sought from the community.
  - 2.1.2. The community engagement and consultation outlined in this report reflect the assessment.

### 3. Staff Recommendations

That the Riccarton/Wigram Community Board consider approving the:

- 3.1. Allocation of \$10,000 from its 2015/16 Discretionary Response Fund to be available to support funding applications received from Residents' Associations in Riccarton/Wigram towards their operations and activities that are in accordance with the Discretionary Response Fund criteria, and that this funding be applied for any of the following purposes:
  - 3.1.1. Organisational, operational and administration costs
  - 3.1.2. Engagement with local residents
  - 3.1.3. Events
  - 3.1.4. Promotional costs

### 4. Key Points

- 4.1. This report does support the Council's Long Term Plan (2015 – 2025), namely:
  - 4.1.1. Activity - Resilient Communities - Community Grants
    - Level of Service - Effectively administer the grants schemes
- 4.2. The following reasonably practicable options have been considered:
  - Option 1 - Allocate \$10,000 from the Board's 2015-16 Discretionary Response Fund specifically for allocating to local Residents' Associations (preferred option)

## 12. Cont'd

- Option 2 - Do not set aside any of the Board's 2015/16 Discretionary Response Fund for allocating to local Residents' Associations.
- 4.3. The preferred option to allocate a portion of the Board's 2015/16 Discretionary Response Fund ensures that a level of funding is available throughout the balance of the financial year specifically to allocate on application, to local Residents' Associations in accordance with the Board's wishes. All applications will need to meet the requirements and criteria of the Discretionary Response Fund.

## 5. Context/Background

### Historic Resident Group Funding

- 5.1 The Riccarton/Wigram Community Board has historically granted funding to Residents' Associations. Prior to 2009, Resident's Associations in the ward were able to access a \$300 grant for their administration costs. Since then, they have applied for administration and other costs from the Council's various funding schemes. This has allowed them to apply for additional projects and costs as well as providing a robust accountability framework.
- 5.2 Over the past five years, Residents' Associations in the Riccarton/Wigram ward have made 86 applications for funding for just over \$50,000. The highest amount that has been sought in any one application has been \$3,500. The projects applied for have generally been from one or more of the following areas:
- 5.1.1. Organisational operational and administration costs
  - 5.1.2. Engagement with their residents
  - 5.1.3. Events
  - 5.1.4. Promotional costs
- 5.3 Residents' Associations funding has usually been allocated within the first three months of each financial year with approximately \$10,000 allocated per financial year."

### Current Funding

- 5.4 While Residents' Associations are currently able to make application to several of the Council's funding schemes, their funding applications have tended to be for amounts less than \$1,000. The most appropriate source of funding locally is the Board's Discretionary Response Fund
- 5.4 At a recent Riccarton/Wigram Community Board seminar, members expressed a wish for funding being allocated from its the Discretionary Response Fund towards applications received from local Resident's Associations.
- 5.6 It is envisaged that money already granted to Residents' Associations in the 2015/16 financial year be included in the \$10,000 recommended for allocation towards Residents' Associations. This would include the \$7,675 that has previously been allocated to Residents' Associations at the 18 August 2015 Board meeting.

## 6. Option 1 - Allocate Funding specifically for Residents' Associations (preferred)

### Option Description

- 6.1. Approve the allocation of \$10,000 from the Riccarton/Wigram Community Board's 2015/16 Discretionary Response Fund as grants to Resident's Associations in accordance with the Discretionary Response Fund criteria towards the following:
- 6.1.1. Organisational operational and administration costs
  - 6.1.2. Engagement with their residents

**12. Cont'd**

6.1.3. Events

6.1.4. Promotional costs

**Significance**

6.2. The level of significance of this option is low consistent with section 2 of this report. Engagement requirements for this level of significance are not applicable.

**Impact on Māori**

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

**Community Views and Preferences**

6.4. Not Applicable

**Alignment with Council Plans and Policies**

6.5. This option is consistent with the Council's Plans and Policies

**Financial Implications**

6.6. Cost of Implementation - \$10,000 from the Riccarton/Wigram 2015/16 Discretionary Response Fund that the Board has the delegated authority to allocated funds from.

6.7. Maintenance/Ongoing Costs - Nil

6.8. Funding source - Riccarton/Wigram 2015/16 Discretionary Response Fund.

**Legal Implications**

6.9. The Riccarton/Wigram Community Board has delegated authority to allocate funding from its 2015/16 Discretionary Response Fund.

**Risks and Mitigations**

6.10. No risks have been identified arising from this option.

**Implementation**

6.11. Implementation dependencies - All applications granted funding will need to meet the Discretionary Response Fund criteria which is that Community Boards can grant to any group or person, except for:

6.11.1. Legal challenges against Council, Community Boards or Environment Court decisions.

6.11.2. Projects or initiatives that change the scope of a Council project.

6.11.3. Projects or initiatives that will lead to ongoing operational costs to the Council.

6.12. Implementation timeframe - This will apply for any applications for funding that are received from Resident's Associations to the 2015/16 Discretionary Response Fund within the 2015/16 financial year.

**Option Summary - Advantages and Disadvantages**

6.13. This is the preferred option because allocating a portion of the Board's 2015/16 Discretionary Response Fund ensures that a level of funding is available specifically for allocation to Residents' Associations and meets the previously stated wishes of the Riccarton/Wigram Community Board. All applications will still have to meet the criteria requirements of the Discretionary Response Fund.

**12. Cont'd**

**7. Option 2 - Do Not Allocate specifically for Resident's Associations**

Option Description

- 7.1. Do not allocate any of the Riccarton/Wigram Community Board's 2015/16 Discretionary Response Fund for specific allocation towards applications received from Resident's Associations.

Significance

- 7.2. The level of significance of this option is low consistent with section 2 of this report. Engagement requirements for this level of significance are not applicable.

Impact on Māori

- 7.3. This option does not involve a significant decision in relation to land or a body of water or other elements of intrinsic cultural value therefore this decision does not specifically impact Māori, their culture and traditions.

Community Views and Preferences

- 7.4. Not Applicable

Alignment with Council Plans and Policies

- 7.5. This option is consistent with the Council's Plans and Policies.

Financial Implications

- 7.6. Cost of Implementation - Nil  
7.7. Maintenance / Ongoing Costs - Nil  
7.8. Funding source - Nil

Legal Implications

- 7.9. No legal implications have been identified arising from this option.

Risks and Mitigations

- 7.10. No risks have been identified arising from this option.

Implementation

- 7.11. Implementation dependencies - Nil  
7.12. Implementation timeframe - Nil

Option Summary - Advantages and Disadvantages

- 7.13. This is not the preferred option because the Riccarton/Wigram Community Board has previously indicated another preference in a Board seminar and there is no impediment to implementing that preference.

## 12. Cont'd

## Confirmation of Statutory Compliance

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

<b>Author</b>	Marie Byrne	Community Development Adviser - Riccarton/Wigram
<b>Approved By</b>	Katherine Harbrow	Finance Manager
	Peter Dow	Manager, Riccarton/Wigram Community Governance Team
	Mary Richardson	Director, Community and Democracy Services

**13. RICcarton/WIGram COMMUNITY BOARD 2015/16 DISCRETIONARY RESPONSE FUND – APPLICATIONS - HALSWELL MENZSHED, HALSWELL MARKET, LIVING WATERS**

**Reference:** 15/1024612

**Contact:** Karla Gunby

karla.gunby@ccc.govt.nz

941-6705

## 1. Purpose

- 1.1. The purpose of this report is for the Riccarton/Wigram Community Board to consider applications for funding from its 2015/16 Discretionary Response Fund from the organisations listed below:

Funding Request Number	Organisation	Project Name	Amount Requested
00054183	Halswell Menzshed	Wages for the Supervisor/Shed Co-ordinator	\$4,140
00054189	Halswell Community Project	Halswell Community Market Consent Application	\$1,250 (shared 50/50 with Spreydon/Heathcote)
00054204	Living Waters Christian Centre	Living Waters 24/7	\$3,940

## 2. Significance

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

## 3. Staff Recommendations

That the Riccarton/Wigram Community Board resolve to:

- 3.1. Decline the funding application made to the 2015/16 Discretionary Response Fund from the Halswell Menzshed towards the wages of its Supervisor/Shed Co-ordinator.
- 3.2. Make a grant of \$1,250 from the 2015/16 Discretionary Response Fund to the Halswell Community Project towards the resource consent fees for the Halswell Community Market.
- 3.3. Decline the funding application made to the 2015/16 Discretionary Response Fund from the Living Waters Christian Centre towards a 24/7 Youth Worker at Aidanfield Christian School.

## 4. Key Points

- 4.1. At the time of writing, the balance of the Discretionary Response Fund is as detailed below.

Total Budget 2015/16	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$130,000	\$63,000	\$67,000	<b>\$65,750</b>

- 4.2. Based on the current Discretionary Response Fund criteria, the applications listed above are eligible to be considered by the Board for funding.

**13. Cont'd**

- 4.3. The attached Decision Matrix provides detailed information for the application. This includes organisational details, project details, financial information and a staff assessment.

**Attachments**

<b>No.</b>	<b>Title</b>
1	Riccarton/Wigram Community Board 2015/16 Discretionary Response Fund - Applications - Halswell Menzshed, Halswell Market, Living Waters Decision Matrix (TRIM 15/1032264)

**Confirmation of Statutory Compliance**

In accordance with section 76 of the Local Government Act 2002, this report contains:
a. sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
b. a process of community engagement to determine and consider, the views and preferences of affected and interested parties bearing in mind the significance of the decision

**Signatories**

<b>Author</b>	Karla Gunby	Community Development Adviser
<b>Approved By</b>	Peter Dow	Community Governance Manager
	Mary Richardson	Director, Community and Democracy Services



## 2015/16 DRF RICCARTON-WIGRAM 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.

00054189	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Halswell Community Project Inc	<p><b>Halswell Community Market Resource Consent Application (shared 50/50 Riccarton/Wigram and Spreydon/Heathcote)</b></p> <p>The Halswell Community Project (HCP) is applying for a resource consent for its monthly local community market held on the grounds of St John of God in Nash Road.</p>	<p>\$12,879</p> <p><b>\$ Requested</b></p> <p>\$ 2,500</p> <p>(19% requested)</p>	Consent application - \$2,500	<p><b>\$ 1,250</b></p> <p>That the Riccarton/Wigram Community Board makes a grant of \$1,250 towards the Halswell Community Project's Halswell Community Market resource consent fees.</p>	<b>2</b>

<p><b>Organisation Details</b></p> <p>Service Base:</p> <p>Legal Status: Incorporated Society</p> <p>Established: 1/02/2013</p> <p>Target groups: Residents of Greater Halswell and surrounding areas.</p> <p>Annual Volunteer hours: 1500</p> <p>Number of project participants: 10,000</p> <p><b>Alignment with Council Strategies</b></p> <p><b>CCC Funding History</b></p> <p>2014/15 - \$1,500 (Halswell Winter Dance) DRF</p> <p>2014/15 - \$25,000 (Building Community Connections) SCF</p> <p>2013/14 - \$800 (Halswell Youth Action Group) DRF</p> <p>2013/14 - \$2,000 (Marketing and Promotion) SCF</p> <p>2013/14 - \$3,700 (Community Engagement Officer) SGF</p>	<p><b>Other Sources of Funding (this project only)</b></p> <p>Funds on Hand - \$10,000</p> <p><b>Staff Assessment</b></p> <p>Halswell Community Project (HCP) has been working on developing a community market since 2013 and they are now ready to lodge their resource consent with the Council. The aim of the market is to develop a sustainable social enterprise and a space in which local people can connect with events, activities, clubs, businesses and other people in Greater Halswell and the surrounding areas. In 2014/15, four monthly markets were held at the new venue of St John of God, Nash Road, where they experimented with layout, new stallholders and parking arrangements. At its last market in autumn 2015 there was a waiting list for stall holders. The HCP is building strong relationships with St John of God, Aidanfield School (where parking is provided), their local stallholders and the Halswell Menz Shed.</p> <p>The Project is now applying for consent to continue into the future. They are working with PLANZ consultants to assist them complete the application. The base cost for the consent is \$2,500 (split 50:50 with Spreydon/Heathcote) and increase in cost depending on how the application progresses. The consent process takes 20 working days. The area the market is held in is zoned Business 1 and so on initial discussion around the permit, the Planners did not see a need for additional costs for notification, but this is not guaranteed. In 2014/15, the HCP applied to the Small Grants Fund for consent costs but were declined because the organisation was not ready. This is because the exact location had not been established and they were still learning about how to run a successful market. This does not appear to be the case now with a proven track record of running an event along with steady attendances.</p> <p>The HCP has been building a large information platform to advertise and promote events in the south west of Christchurch. They have their website, Facebook page, popular monthly e-newsletter and welcome packs, as well as promoting Neighbourly in the surrounding area.</p> <p>The Halswell Community Market is one of HCP's seven part strategies to assist people connect in the south west of Christchurch.</p>
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## 2015/16 DRF RICCARTON-WIGRAM 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.

00054183	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Halswell Menzshed Acorn Trust	<b>Wages for Supervisor/Shed Co-ordinator</b>  The Halswell Menzshed is seeking funding towards the Supervisors wages to ensure the smooth running of the MenzShed.	\$ 4,140  <b>\$ Requested</b> \$ 4,140 (100% requested)	Wages - \$4,140	<b>\$</b>  That the Riccarton/ Wigram Community Board declines the application from the Halswell Menz Shed for funding towards the wages for its Supervisor/Shed Co- ordinator.	<b>3</b>

<p><b>Organisation Details</b> Service Base: Nash Road, Aidanfield Legal Status: Charitable Trust Established: 1/06/2013 Target groups: Older men living in Greater Halswell Annual Volunteer hours: 580</p> <p>Number of project participants: 200</p> <p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"> <li>Strengthening Communities Strategy</li> <li>Riccarton Wigram Community Board Objectives 2, 9, 10</li> </ul> <p><b>CCC Funding History</b> 2013/14 - \$2,000 (Equipment) DRF 2013/14 - \$1,000 (Menz Shed set-up) SGF</p>	<p><b>Other Sources of Funding (this project only)</b> Mainland Foundation \$3,600 Four Winds Foundation \$1,200</p> <p><b>Staff Assessment</b> The Halswell Menz Shed is seeking to secure funding for wages for the Menz Shed Supervisor/Co-ordinator who works 15 to 20 hours per week and is paid \$20 per hour. (\$690 gross per fortnight).</p> <p>The shed currently runs four x three hour sessions and the Co-ordinator oversees a group of volunteers (currently 30 volunteer hours per week) Currently the Shed is experiencing 166+ visits per month from men in the community using the Shed. The Supervisor needs to maintain health and safety standards of men working in a fully equipped woodwork and metalwork workshop and supervision, training, funding support, co-ordinate community projects, facilitate supervision and operation with other community groups wanting to access this service.</p> <p>The Halswell Menz Shed has also been approached by a number of community organisations such as schools, retirement homes, Alzheimers Association, Deaf Association, Princess Margaret Hospital Rehabilitation in regards to being able to have supervised session at the Menz Shed for their men so the Co-ordinator's role is growing due to demand for the service.</p> <p>The Shed has a Strengthening Communities application in front of the Board at present for \$3,000 towards wages. They have found accessing funding for the wages component of the operation very hard to obtain.</p>
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Decision Matrix



## 2015/16 DRF RICCARTON-WIGRAM 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.

00054204	Organisation Name	Project Name and Description	Total Cost	Contribution sought towards	Staff Recommendation	Priority
	Living Waters Christian Centre	<b>Living Waters 24-7</b>  The Living Waters Church wishes to partner with Aidanfield Christian School and the 24-7 network to provide a youth worker in the school.	\$14,480  <b>\$ Requested</b> \$ 3,940  (27% requested)	Wages - \$1,122 Training - \$2,500 Insurance, ACC, Kiwisaver - \$318	<b>\$</b>  That the Riccarton/Wigram Community Board declines the application from Living Waters Christian Centre for funding towards a 24-7 Youth Worker at Aidanfield Christian School.	<b>3</b>

<p><b>Organisation Details</b></p> <p>Service Base: Aidanfield Christian School, Nash Road, Aidanfield</p> <p>Legal Status:</p> <p>Established:</p> <p>Target groups: Young people attending Aidanfield Christian School</p> <p>Annual Volunteer hours: 1352</p> <p>Number of project participants: 60</p> <p><b>Alignment with Council Strategies</b></p> <p><b>CCC Funding History</b></p>	<p><b>Other Sources of Funding (this project only)</b></p> <p>Local businesses - \$1800 (Pending) Aidanfield Christian School contribution - \$3,620 Living Waters contribution - \$5,120</p> <p><b>Staff Assessment</b></p> <p>Living Waters wishes to develop a partnership with Aidanfield Christian School (ACS) and 24-7 Youth Work Network. They want to provide a youth worker to engage with the youth in the school for 10 hours a week with the purpose of:</p> <ul style="list-style-type: none"> <li>- supporting young people, building positive relationships and developing leadership</li> <li>- fostering a vibrant community of young people in Halswell and promoting out-of-school activities.</li> </ul> <p>ACS currently has 42 young people over 12 years old on their role, with 80 students in total in Years 7 to 10. The school is a Decile 8 and has no excluded or suspended students in the past three years. Over this period though they have accepted a small number of pupils who have been excluded or suspended from other schools and given them an opportunity to have a fresh start with the hope that with support, it will be the circuit breaker for their disengagement from mainstream education. ACS works closely with the young people and their whanau to work through any conflict or tension that arises focusing on the big picture, hence their low suspension/exclusion rate.</p> <p>Initially approximately 70 per cent of the hours are likely to be based at the school building relationships, getting to know the students, their strengths, interests and needs. For example, upcoming alpine experiences to Mt Hutt, supporting the interschool sports competition (getting students actively involved) and with leadership initiatives across the school and with our local schools (for example, strengthen the partnership with Rowley Avenue School Rugby Team). The remaining 30 per cent of hours will likely be used to network and connect students/ACS with a range of other community based activities or events e.g. Te Hapua, Easter Camp, Skate Jam, Youth Markets or sporting organisations.</p>
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Decision Matrix

## 14. RICCARTON/WIGRAM NEIGHBOURHOOD WEEK 2015 - FUNDING APPLICATIONS

**Reference:** 15/1017328 (Trim)

**Contact:** Karla Gunby

karla.gunby@ccc.govt.nz

941-6705

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### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1. The purpose of this report is for the Riccarton/Wigram Community Board to consider applications for the allocation of 2015 Neighbourhood Week funding and to set in place a process should any late applications need to be considered.

#### Origin of Report

- 1.2. This report is staff generated.

### 2. Significance

- 2.1. The decision(s) in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 2.2. Due to the assessment of low significance, no further community engagement or consultation is required.

### 3. Staff Recommendations

That the Riccarton/Wigram Community Board:

- 3.1. Consider the applications as set out in the accompanying matrix and allocate 2015 Neighbourhood Week funds accordingly.
- 3.2. Resolve to allow for any unspent funding to be used to support local neighbourhood events in the Riccarton/Wigram ward throughout the remainder of the 2015/16 year.
- 3.3. Set in place a process should any late applications need to be considered.

### 4. Key Points

- 4.1. Neighbourhood Week is a dedicated week in which individuals and groups are encouraged to get together and get to know one another locally. This year Neighbourhood Week is to be held from 23 October to 1 November 2015. Applications for funding closed on 28 August 2015.
- 4.2. Local community groups, including residents' associations and neighbourhood support groups, have been sent information inviting them to apply for the Neighbourhood Week funding that has been allocated by the Board.
- 4.3. A matrix outlining the applications and staff recommendations is attached, along with the Neighbourhood Week Guidelines that accompany the application details.
- 4.4. By the closing date, 26 applications had been received. The applications were sorted and assessed to ensure that they met the guidelines for the Neighbourhood Week events, and staff recommended an amount to be allocated to each application. In making the recommendations staff have endeavoured to maintain consistency over the allocation recommendations according to the amounts applied for and the number of people estimated to be attending the events.
- 4.5. Organisers of events that are scheduled to take place in a public place situated within an alcohol ban area, will be notified of the ban requirements.
- 4.6. At its meeting on 14 August 2015, the Board allocated \$4,500 for Neighbourhood Week events in 2015.

## 14. Cont'd

## Attachments

No.	Title	Page
1	Riccarton/Wigram Community Board 2015 Neighbourhood Week Summary of applications Matrix (15/1056060)	1
2	Neighbourhood Week 2015 - application form guidelines PDF (15/873381)	1

## Confirmation of Statutory Compliance

In accordance with section 76 of the Local Government Act 2002, this report contains:
a. sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
b. a process of community engagement to determine and consider, the views and preferences of affected and interested parties bearing in mind the significance of the decision

## Signatories

<b>Author</b>	Karla Gunby	Community Development Adviser - Riccarton/Wigram
<b>Approved By</b>	Peter Dow	Community Governance Manager
	Mary Richardson	Director, Community and Democracy Services

15. 9. 2015

- 46 -

First Name	Surname	Organisation	Location of Event	Date of Event	Activity Type	Per head rate	No. attending	Cost for Activity	\$ Requested	Items Requested	Staff Recommendation
Shani	Annand-Baron		Matthew Place	31-Oct-15	Neighbourhood BBQ and meet new neighbours	\$ 50	70-100	\$ 350.00	\$ 150.00	Tent, bread, sausages, sauce, beverages, BBQ, plates, cups, serviettes, etc	\$ 150.00
Connie Jean	Ashworth	Fletcher Place Recreation Committee	Fletcher Place	7-Nov-15	Barbeque	\$ 3.68	50	\$ 183.95	\$ 100.00	Meat, Vegies for salads, desserts	\$ 100.00
Meryl	Baatjes		Harvard Lounge, Hornby	24-Oct-15	Share cultural food/get to know your neighbour	\$ 1.00	200	\$ 200.00	\$ 100.00	Meat, juice, tea, coffee, milk, sugar, cutlery, etc	\$ 100.00
Kevin John	Bennett		Turning circle Okuku Place	31-Oct-15	Street BBQ	\$ 7.33	30	\$ 220.00	\$ 100.00	Meat, salads, breads, sauces, drinks	\$ 100.00
Margaret Elizabeth	Bennie	Neighbourhood Support	Cnr Mull Place & Kintyre Drive	24-Oct-15	Neighbourhood get-together/BBQ lunch	\$ 7.69	26	\$ 200.00	\$ 150.00	Food, beverages, serviettes, plastic cups	\$ 125.00
Yvonne Marion	Brooks		Hornby Courts	23-Oct-15	Get-together	\$ 2.25	40	\$ 90.00	\$ 90.00	Meat, bread, butter, sauce	\$ 90.00
Andrew John	Carpenter		Hindess Street	1-Nov-15	Street party with BBQ and games	\$ 5.35	30-40+	\$ 214.00	\$ 114.00	Meat, bread and rolls, ice cream and cones, soft drinks	\$ 114.00
Belinda	Carter	Rewi Alley Chinese School Trust	Matipo Street	21-Oct-15	Open day at Rewi Alley School	\$ 1.20	80-100	\$ 120.00	\$ 100.00	Posters, food, napkins, paper cups, gas bottle, balloons	\$ 100.00
Hazel Ann	Gatehouse	Puriri Street Neighbourhood Support Group	Puriri Street	31-Oct-15	BBQ/Afternoon tea with talk	\$ 2.50	70	\$ 175.00	\$ 175.00	Sausages, bread, tea, coffee, milk, sugar, biscuits, sauce, cooking oil, gas for BBQ	\$ 175.00
Michelle Ann	Grant	438 Halswell Road	Halswell Playcentre	28-Oct-15	BBQ at centre to bring families together	\$ 2.70	100	\$ 270.00	\$ 170.00	Sausages, meat patties, buns, bread, salad items, drinks, condiments, chips, dip, plates, ice blocks	\$ 170.00
Liz Annie	Johnston		Wales Street Park	Not decided yet	Shared lunch	\$ 2.03	30	\$ 61.00	\$ 51.00	Savouries, bread, ham, cheerios, cheese	\$ 51.00

15. 9. 2015

- 47 -

Malcolm Walter	Lilley	Halswell Road/Candys Road Neighbourhood Support Group	Halswell Road	31-Oct-15	Barbecue and get-together	\$ 9.66	25-30	\$ 290.00	\$ 140.00	Meats for barbecue	\$ 125.00
Richard Henry David	Meekin	Antonia Place Neighbourhood Group	In grassed area of 6 Antonia Place	25-Oct-15	Street BBQ	\$ 7.77	27	\$ 210.00	\$ 90.00	Meat, cutlery, plates, bread, buns, margarine, fizzy drink	\$ 90.00
Zoe Elizabeth	Morey	Hornby Toy Library	Hornby Toy Library	17-Oct-15	Sausage sizzle, toy auction, kids' activities and AGM	\$ 4.37	40	\$ 175.00	\$ 125.00	Food, beverages, napkins, balloons to make animals	\$ 125.00
Roger James	Spicer	Halswell Menzshed	St John of God Hospital/Menzshed	Not stated	Menzshed Neighbourhood Open Day	\$ 3.06	100-150	\$ 460.00	\$ 250.00	Whole roast pig, bread, butter, apple sauce etc	\$ 250.00
Mike William	Stopforth		Ridder Reserve/Addison Place	1-Nov-15	Street BBQ	\$ 6.00	50	\$ 300.00	\$ 300.00	Meat, Cutlery, cups, salads, soft drinks, bread, sauce onions	\$ 150.00
Dulcie May	Tester	Residents of Arkwright Place	Arkwright Place	1-Nov-15	BBQ/get-together for street residents	\$ 5.66	75	\$ 425.00	\$ 275.00	Meat, Salads, non-alcoholic drinks, nibbles, plates, cups, cutlery, BBQ gas	\$ 250.00
Joanne Elize	Wall	Corsair Drive Neighbourhood Support	Corsair Drive	7-Nov-15	BBQ	\$ 2.50	25-40	\$ 100.00	\$ 100.00	Meat	\$ 100.00
Wendy	Weusten	Avonhead Baptist Church	Avonhead Road	31-Oct-15	Family community event as alternative to Halloween	\$ 4.87	200-plus	\$ 975.00	\$ 475.00	Fruit, sausages, bread, candy floss machine, prizes, promotion, craft supplies	\$ 350.00
Delwyn Lena	Whelan		Oriana Crescent	7-Nov-15	BBQ	\$ 2.77	18	\$ 50.00	\$ 50.00	Salads, breads, drinks, desserts	\$ 50.00
Sharon	Woolhouse		Garforth Green	31-Oct-15	Not stated	\$ 5.00	40	\$ 200.00	\$ 200.00	Sausages, bread, sauce, salads, juice, soft drink	\$ 150.00
Rex Clifford	Wright	Kintyre Group	Kintyre Drive	8-Nov-15	Meet and greet	\$ 3.33	24	\$ 80.00	\$ 80.00	Sandwiches, savouries, nibbles, fruit juice, disposable plates	\$ 80.00
Bethany Virginia	Yee		Harvard Lounge, Hornby	1-Nov-15	"Pot Luck" Afternoon Tea	\$ 1.50	40-60	\$ 290.00	\$ 90.00	Venue hire	\$ 90.00

Bethany Virginia	Yee		Te Kahu Park	25-Oct-15	Exercise in the Park	\$ 3.33	20-30	\$ 100.00	\$ 100.00	Purchase of groundsheets, yoga mats	\$ 100.00
Julie Anne	Young	Westside Church	Yet to be confirmed - local school or park	31-Oct-2015 or 1-Nov-2015	BBQ and fun activities; or, movie night	\$ 3.11	300	\$ 935.00	\$ 835.00	2 advertising billboards, sausages and onions, bread and sauce, ice cream and cones	\$ 350.00
<b>LATE APPLICATIONS:</b>											
David Garry	Chamberlain		Muir Avenue	24-Oct-15	BBQ	\$ 2.00	80	\$ 160.00	\$ 80.00	Meat, Vegies for salads, desserts	\$ 80.00
<b>Totals</b>								<b>\$6,833.95</b>	<b>\$ 4,490.00</b>		<b>\$ 3,615.00</b>





**Application for Neighbourhood Week Funds 2015**  
*Neighbourhood Week is subsidised by your local **Community Board***

**Contact name:** First Name \_\_\_\_\_ Middle Name \_\_\_\_\_  
 Surname \_\_\_\_\_

**Organisation (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Suburb:** \_\_\_\_\_ **Post Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Proposed activity:** \_\_\_\_\_

**Itemised Cost of Activity:**  
*Including your contribution  
 (please continue on  
 separate sheet if required)*

Item e.g. Food, Beverages etc	Approx. Cost
	\$
	\$
	\$
	\$
	\$
<b>Amount of subsidy requested from Community Board</b> <i>(Note: receipts will be required to ensure reimbursement)</i>	\$
<b>Street/organisation contribution towards your gathering</b>	\$
<b>Total cost of gathering:</b>	\$

*Please indicate if you  
 (or your group) have received  
 Neighbourhood Week funding in  
 the past 2 years  
 [this is for information purposes only]*

**Who will be participating?** \_\_\_\_\_

**Expected no. attending:** \_\_\_\_\_ **Location of activity:** \_\_\_\_\_

**Date of activity:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Declaration:** In making this application I confirm that I have read and understood the Guidelines accompanying this form.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please note:** Details of your gathering will be provided to Community Board members so please let us know if the details change or your gathering is cancelled.

**Applications must be received by 5pm, Friday 28 August 2015**

**To send your application or for more information:**  
 Email: [neighbourhoodweek@ccc.govt.nz](mailto:neighbourhoodweek@ccc.govt.nz) Phone: (03) 941 8999 or  
 Post to: Neighbourhood Week, Christchurch City Council,  
 PO Box 73020, Christchurch 8154



## ATTACHMENT 2 TO CLAUSE 14 CONT'D

**GUIDELINES FOR YOUR INFORMATION:**

Grants are available for reimbursement after your gathering and following the presentation and approval of receipts.

**Please note that funding is not available for alcohol or fireworks. Some community boards may not give priority to funding items other than food.** Please contact the Community Support Officer for the relevant ward (see below) to check.

**Small Subsidy:**

A **small** subsidy towards costs for Neighbourhood Week is currently available from each city ward Community Board for allocation to help support Neighbourhood Week events. The following criteria apply:

**Intention of Support**

- Neighbourhood Week funding is seen as a **small contribution** towards holding a gathering. Because it is intended to 'bring neighbours together', applications from individuals getting together and holding a local gathering will take priority over those held by organisations.
- Neighbourhood Week funding should not be seen as a way for individuals or organisations to hold a gathering that they would at other times of the year.
- It is expected that those holding the gathering will contribute in some way towards the gathering, even if it is through supplying some of the materials.

**Dates of Gatherings**

- While there are set dates for Neighbourhood Week, we understand that not all gatherings can take place within designated dates. If you wish to have your gathering outside these dates, please provide an explanation on your application form.
- Please note, priority will be given to gatherings that fall within Neighbourhood Week as opposed to other times of the year.

**Numbers of People per Gathering**

While there are no limitations on numbers attending Neighbourhood Week gatherings, it should be remembered that the main purpose of Neighbourhood Week is to bring neighbours together to get to know each other and therefore gatherings with too small or too large numbers may be less successful in achieving this.

**Conflict of Gatherings**

- Where two gatherings are to be held in a close locality (i.e. same street or park), we will encourage you to combine these gatherings.
- Where two or more people apply separately for the same gathering, these applications will be considered together.

**Residents' Associations**

Residents' Association groups can apply unless they have received funding for a Neighbourhood Week gathering from another Council fund.

**Reimbursement:**

Once you have been notified in writing of your application approval, the individual(s) organising your gathering must meet the costs first, then provide receipts and attach them to the Subsidy Reimbursement Form. This will be posted to you in order for your reimbursement to be processed.

**The Process:** Once you have decided to participate in Neighbourhood Week, here are the steps to take:

- 1) Get your neighbours together.
- 2) Complete the on-line application form or pick up a hard copy from your local service centre.
- 3) Fill out the application form and submit via email, post to PO Box 73020 Christchurch 8154, or drop the form into your local service centre prior to the deadline of 28 August 2015 at 5 p.m.
- 4) Once applications have closed these will be presented to the Community Boards for consideration.

**N.B:** Because you are applying for public funding, your name and gathering details will be part of the public record of the Community Board's allocation meeting. You will be notified of the decision made by your Community Board.

- 5) Hold your gathering (Take lots of photos and have a great time!).
- 6) Complete the Subsidy Reimbursement form, include your receipts, and return.
- 7) Your allocated subsidy will be reimbursed – note, this could take up to four weeks.
- 8) Forward any digital photos to us as we would like the opportunity to download your fun photos into the Neighbourhood Week Gallery.
- 9) Get going...!

Any questions throughout the process, do not hesitate to call 941 8999 or email the Community Support Officer listed below for your ward.

Akaroa/Wairewa:	Lee Harper	<a href="mailto:lee.harper@ccc.govt.nz">lee.harper@ccc.govt.nz</a>
Burwood/Pegasus:	Katie MacDonald	<a href="mailto:katie.macdonald@ccc.govt.nz">katie.macdonald@ccc.govt.nz</a>
Fendalton/Waimairi	Bronwyn Frost	<a href="mailto:bronwyn.frost@ccc.govt.nz">bronwyn.frost@ccc.govt.nz</a>
Hagley/Ferrymead:	Sarah Green	<a href="mailto:brenda.preston@ccc.govt.nz">brenda.preston@ccc.govt.nz</a>
Lytelton/Mt Herbert	Lee Harper	<a href="mailto:lee.harper@ccc.govt.nz">lee.harper@ccc.govt.nz</a>
Riccarton/Wigram	Sally Holtham	<a href="mailto:sally.holtham@ccc.govt.nz">sally.holtham@ccc.govt.nz</a>
Shirley/Papanui	Sharon Munro	<a href="mailto:sharon.munro@ccc.govt.nz">sharon.munro@ccc.govt.nz</a>
Spreydon/Heathcote	Wendy Gunther	<a href="mailto:wendy.gunther@ccc.govt.nz">wendy.gunther@ccc.govt.nz</a>

**15. COMMUNITY BOARD ADVISER'S UPDATE**

**15.1 UPCOMING BOARD ACTIVITIES**

**15.2 BOARD FUNDING 2015/16 - UPDATE**

For the Board's information, the **attached** monthly status update refers.

**STAFF RECOMMENDATION**

That the status update of the Board's 2015/16 funding, be received.

**15.3 OWAKA HOLDINGS LTD - MEDIUM DENSITY FIBREBOARD (MDF) REMOVAL - UPDATE**

The **attached** staff memorandum is submitted for the Board's information.

**STAFF RECOMMENDATION**

That the bi-monthly information update on the removal of the MDF material from Owaka Holdings Ltd property, be received.

**15.4 UNI-CYCLE ROUTE - KAHU ROAD AND STRAVEN ROAD CROSSINGS, BOYS' HIGH LINK UPGRADE AND NORTH HAGLEY PARK SHARED PATH**

A report to inform the Board will be **separately circulated** and later published in the Infrastructure, Transport and Environment Committee's September 2015 Meeting Agenda.

## ATTACHMENT TO CLAUSE 15.2

<b>Riccarton/Wigram Community Board Funding 2015/16</b>			
<b>2015/16</b>	<b>Discretionary Response Fund</b>	<b>Allocated</b>	<b>Funds Remaining</b>
		\$ 130,000	
14-Jul	Allocation to the Youth Development Fund	\$ 7,500	
18-Aug	Te Hapua - Halswell Centre Opening Celebrations towards Kohas for participating Community Groups	\$ 1,500	
18-Aug	Ilam and Upper Riccarton Residents' Association towards website expenses	\$ 1,000	
18-Aug	Westmorlands Residents' Association towards administration and residents connections	\$ 1,200	
18-Aug	Central Riccarton Residents' Association towards administration	\$ 375	
18-Aug	Halswell Residents' Association towards community engagement	\$ 1,000	
18-Aug	Halswell Residents' Association towards administration	\$ 250	
18-Aug	Halswell Residents' Association towards their ANZAC day celebrations	\$ 1,250	
18-Aug	Oak Development Trust towards their Community Fun Day	\$ 2,000	
18-Aug	Canterbury Fiji Social Services Trust towards their removal and storage costs	\$ 5,000	
18-Aug	Board Project - Neighbourhood Week	\$ 4,500	
18-Aug	Board Project - Community Service and Youth Awards 2015/16 and Community Pride Garden Awards	\$ 8,000	
18-Aug	Board Project - Culture Galore	\$ 12,000	
18-Aug	Board Project - Engaging with the Community activities	\$ 5,000	
18-Aug	Board Project - to run a Leadership Day	\$ 5,000	
18-Aug	Board Project - ANZAC Day Commemorations 2016	\$ 1,000	
18-Aug	Deans Avenue Precinct Society Inc towards administration and beautification expenses and hosting two community barbecues	\$ 1,000	
18-Aug	Templeton Residents' Association towards administration and entertainment costs for their Community Day	\$ 1,600	
18-Aug	Riccarton Community Church towards the traffic management and entertainment costs	\$ 2,000	
18-Aug	Canterbury Tamil Society Inc towards expenses relating to the Tamil School, their website upgrade and data projector	\$ 2,500	
		<b>\$ 63,675</b>	<b>\$ 66,325</b>
<b>2015/16</b>	<b>Youth Development Fund</b>	<b>Allocated</b>	<b>Funds Remaining</b>
14-Jul	Discretionary Response Fund Allocation	\$ 7,500	
14-Jul	Jessie Louise Fitzjohn - Biennial Inter Pacific Exchange in Canada	\$ 500	
18-Aug	Olivia Wilson - Youth Choir International tour to Queensland	\$ 300	
18-Aug	Herbie Agnew - New Zealand Deaf Rugby Team tournament in Japan	\$ 500	
18-Aug	Daniel Keleghan - Junior Commonwealth Fencing Championships in south Africa	\$ 500	
		<b>\$ 1,800</b>	<b>\$ 5,700</b>



## Christchurch City Council Regulatory Compliance Unit

### Memorandum

**DATE:** Wednesday 2 September 2015

**FROM:** Tracey Weston, Regulatory Compliance Unit Manager

**TO:** Community Board Adviser (*Riccarton/Wigram*)

**SUBJECT:** MDF REMOVAL FROM OWAKA ROAD - COMMUNITY BOARD UPDATE

On 13 April 2015, an abatement notice was issued to Owaka Holdings Ltd to remove all of the waste medium density fibreboard (MDF) material currently on the site and in particular, from the locations identified on the plan, to an approved location.

To comply with the abatement notice, Owaka Holdings Ltd had to:

*Immediately commence the removal of the waste MDF material to an approved location, and continue removing the same until all of the waste material is removed from the site.*

#### Progress Update

In the week beginning 27 May 2015, the Worksafe prohibition notice was lifted which enabled the team at Owaka Road to commence removal of the MDF from the site.

The Council received an action plan detailing the removal commitment they are applying to this abatement notice.

In summary, the plan is:

**Winter months** A minimum of one rubbish bin to be removed per day, and the MDF will be between 1.2 tonnes and 1.6 tonnes of the bin contents. If there is a higher than anticipated volume of rubbish to dispose of, another bin will be added and this will also incorporate the MDF material, thereby giving an estimated disposal volume per week of between 6 and 8 tonnes based on one bin per day.

**Spring and summer months** The volume of disposal increases to between 2 and 5 bins per day which means that a total of between 2.4 and 6 tonnes and/or 3 and 8 tonnes respectively, (depending on bin volume) can be disposed of per day, giving an estimated disposal volume per week of between 12 and 40 tonnes.

To oversee that the effective monitoring of the disposal activity occurs, I will be receiving a monthly manifest to ensure that the regular disposal programme is occurring. As agreed, this information will be reported to the Board through the Community Board Adviser via a bi-monthly update.

During the past three months when removal began in earnest (*post the lifting of the prohibition notice*) there has been a concerted effort made to progress the removal of the MDF from site; with the result that a total 105.91 tonnes has been removed as at 31 August 2015. Please see the table below for a weekly volume breakdown.

Year 2015	June 2015 ( <i>week commencing</i> )						July 2015 ( <i>week commencing</i> )					August 2015 ( <i>week commencing</i> )					
WEEK COMMENCING	1st	8th	15th	22nd	29th	Total	6th	13th	20th	27th	Total	3rd	10th	17th	24th	31st	Total
Tonnes planned per week	06 - 08 tonnes per week						06 - 08 tonnes per week					06 - 08 tonnes per week					
Tonnes Actual per week	2.5	5.8	8.4		8.2	34.6	7.2	9.1	8.3	11.2	35.9	8.5	13.5	4.4	6.8	1.9	35.3
	6	0	9	9.60	0	5	4	1	8	3	6	0	8	1	3	8	0

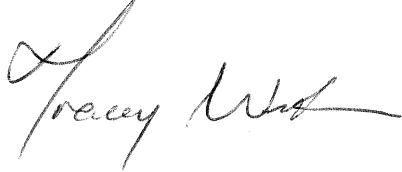
15. 9. 2015

- 54 -

**ATTACHMENT 1 TO CLAUSE 15.2 CONT'D**

I hope you find this update to be useful and informative.

Regards

A handwritten signature in black ink, appearing to read 'Tracey Weston'. The signature is fluid and cursive, with a large initial 'T' and 'W'.

TRACEY WESTON  
***Regulatory Compliance Unit Manager***

**16. ELECTED MEMBERS' INFORMATION EXCHANGE**

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.

**17. ELECTED MEMBERS' QUESTIONS UNDER STANDING ORDERS**