

## **Christchurch City Council**

### **AGENDA**

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#### **Notice of Meeting:**

An ordinary meeting of the Christchurch City Council will be held on:

**Date:** Thursday 2 March 2017  
**Time:** 10am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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#### **Membership**

Chairperson	Mayor Lianne Dalziel
Deputy Chairperson	Deputy Mayor Andrew Turner
Members	Councillor Vicki Buck
	Councillor Jimmy Chen
	Councillor Phil Clearwater
	Councillor Pauline Cotter
	Councillor Mike Davidson
	Councillor David East
	Councillor Anne Galloway
	Councillor Jamie Gough
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Glenn Livingstone
	Councillor Raf Manji
	Councillor Tim Scandrett
	Councillor Deon Swiggs
	Councillor Sara Templeton

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**24 February 2017**

**Principal Advisor**  
Dr Karleen Edwards  
Chief Executive  
Tel: 941 8554

Jo Daly  
Council Secretary  
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[www.ccc.govt.nz](http://www.ccc.govt.nz)

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted.  
If you require further information relating to any reports, please contact the person named on the report.

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## **1. Apologies**

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

## **2. Declarations of Interest**

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

## **3. Public Participation**

### **3.1 Public Forum**

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

### **3.2 Deputations by Appointment**

A period of up to 30 minutes for deputations that have made application and been approved by the Chairperson.

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

## **4. Presentation of Petitions**

There were no Presentation of Petitions at the time the agenda was prepared.

## 5 Approval of a second extension of time for a Heritage Incentive Grant for 25 Armagh Street

Reference: 17/158028

Contact: Brendan Smyth [Brendan.Smyth@ccc.govt.nz](mailto:Brendan.Smyth@ccc.govt.nz)

941 8934

### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1 The purpose of this report is to seek a decision from the Council for a second extension of time of one year for a previously approved Heritage Incentive Grant for the heritage building located at 25 Armagh Street, Cranmer Square, Christchurch, the former Cranmer Bridge Club building.

#### Origin of Report

- 1.2 This report is staff generated in response to the requirements of the Operational Guidelines and Policy of the Heritage Incentive Grant Scheme. This requires approval for extensions of time in the uptake of approved Heritage Incentive Grants.

### 2. Significance

- 2.1 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 2.2 The level of significance was determined by the previous Council approval for the grant and the level of funding involved in the project being less than \$500,000.

### 3. Staff Recommendations

#### That the Council:

1. Approve a second extension of time of one year for the uptake of the Heritage Incentive Grant previously approved for 25 Armagh Street, Christchurch. The new completion date for the project would be 2 March 2018.

### 4. Key Points

- 4.1 A heritage incentive grant of \$104,119 was approved by the Community Committee on 12 August 2014 and by Council on 28 August 2014 to assist with works to the heritage building at 25 Armagh Street, Christchurch. Written notice of the grant approval was sent to the applicants and owners of the property on 2 September 2014. Approval for the extension of the completion deadline by one year was given by the Communities, Housing and Economic Development Committee in February 2016.
- 4.2 The Operational Guidelines state that "*Grant money is available for a period of 18 months from the date of written approval of the grant. This period will only be extended with the written consent of the Community, Recreation and Culture Committee.*"
- 4.3 The eighteen month deadline for the original grant was 2 March 2016. The previously approved extended deadline was 2 March 2017. The works covered by the grant have not been undertaken due initially to delays in finalising the design of the new addition to the heritage building but later to delays in the on-site works and a change in main contractor. Consequently the applicants are seeking a second extension of time to enable them to continue with the completion of the works to this important heritage building.

## 5. Context/Background

### Brief History of the building and renovation project

- 5.1 The former Cranmer Bridge Club at 25 Armagh Street is located on the south-west corner of Cranmer Square. The history of buildings on this site began in 1864 with the construction of the now demolished masonry building on the north side of the site. This was extended circa 1900 with a design by the architect Samuel Hurst Seager. The design was unusual at the time for its references to another architect's significant influence in Christchurch – Seager incorporated patterns and elements in the façade to pay homage to the architect Benjamin Mountfort. The extension, with its refined timber frame construction, contrasted with the existing two storey, roughly made brick building. The form of the extension is a simple rectangle with a single ridge roof. The gables and façades have layered timber patterning which makes stylistic references to the Christchurch Club in Latimer Square, designed by Mountfort. There is a recessed porch entrance on Armagh Street which includes a series of timber arches and an ornate iron gate. The walls of the building have been painted a brick red colour and it is thus often referred to as 'The Red House'.
- 5.2 Up until the recent series of earthquakes, the building was used as the Cranmer Bridge Club. The entrance to the Cranmer Bridge Club was via the porch and entrance on Armagh Street. Prior to this the building served as a doctor's residence and surgery.
- 5.3 The earthquake damage to number 25 Armagh Street included partial collapse and then almost complete demolition of the older masonry portions of the building. In the timber extension, the foundations and floors have settled irregularly but the timber frame and roof have sustained only minor damage. The bulk of the proposed work is to repair, refurbish and strengthen the building so that it can function as part home and part commercial studio for the new owner.
- 5.4 The building's new owners and the applicants for the grant are Johannes van Kan and Jo Grams. The works planned for the heritage part of the building include: foundation pile upgrade and repair; addition of internal bracing and internal lining repair; and external weatherboard and roofing repairs. The total cost to the applicant of these heritage repairs was estimated to be approximately \$200,000 in 2014.
- 5.5 The works have been recently delayed due to the owner changing the main contractor for the project while the works were in progress. This has been justified by the owner on the basis of poor quality workmanship and delays in the undertaking of the required works. While this is unusual it can occur if the contractor fails to meet the required standards of workmanship required. Council heritage staff supported the applicant in the decision to change contractors in order to ensure the best outcome for the heritage fabric of the building. The applicant has appointed a new main contractor and work has now resumed on the project.

## Attachments

There are no attachments for this report.

## 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>	Brendan Smyth - Team Leader Heritage
<b>Approved By</b>	Carolyn Ingles - Head of Urban Regeneration, Urban Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation





## 6. 2016/17 Metropolitan Discretionary Response Fund

Reference: 17/124305

Contact: Mike Pursey

Mike.pursey@ccc.govt.nz

941 6386

### 1. Purpose and Origin of Report

#### Purpose of Report

- 1.1 The purpose of this report is for the Council to consider the applications for funding from their 2016/17 Discretionary Response Fund from the organisations listed below.

Funding Request Number	Organisation	Project Name	Amount Requested
55949	Presbyterian Support (Upper South Island)	Christchurch HomeShare Programme	\$30,000
55944	Canterbury Insurance Assistance Service	Canterbury Independent Advocacy Service	\$43,000
55977	Free Theatre Incorporated	Free Theatre – Wages of Manager and Administrator	\$23,000

#### Origin of Report

- 1.2 This report is to assist the Council to consider an application for funding from Presbyterian Support (Upper South Island), Canterbury Insurance Assistance Service and Free Theatre Incorporated.

### 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.
- 2.1.1 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 Council:

- Approves a grant of \$30,000 to Presbyterian Support (Upper South Island) for the Christchurch HomeShare Programme towards salary of the HomeShare Coordinator and HomeShare Hosts contractor fees.
- Approves a grant of \$10,000 to Canterbury Insurance Assistance Service towards Canterbury Independent Advocacy Service for wages of Case Facilitators.
- Declines a grant to Free Theatre Incorporated for Free Theatre – Wages of the Manager and Administrator.

### 4. Key Points


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

Total Budget 2016/17	Granted To Date	Available for allocation	Balance If Staff Recommendation adopted
\$135,000	\$46,010	\$88,990	\$48,990

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

Item 6

## Attachments

No.	Title	Page
A 	2016/17 Metropolitan Discretionary Response Fund Decision Matrix March 2017	11

## 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>Authors</b>	Nicola Thompson - Community Funding Advisor Mike Pursey - Team Leader Community Funding
<b>Approved By</b>	Lester Wolfreys - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Customer and Community



(CURRENT) 2016/17 DRF METROPOLITAN 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.

00055949	<b>Organisation Name</b> Presbyterian Support (Upper South Island)	<b>Project Name and Description</b> <b>Christchurch HomeShare Programme</b>  HomeShare is a day activity programme for older people. The participants are hosted in private homes and church/community venues. The older adults share in activities, meals and companionship.  Funding is sought for contribution towards the HomeShare coordinator salary, and towards fees for the HomeShare hosts.	<b>Project Details</b> Staff: 3 Volunteers: 55 Participants: 150 User Fees: Nil	<b>Project Funding</b> <b>CCC Funding History (This Project Only)</b> 2015/16 - \$20,000 (HomeShare) SCF 2014/15 - \$20,000 (HomeShare) SCF 2013/14 - \$20,000 (HomeShare) SCF 2012/13 - \$20,000 (HomeShare) SCF  <b>Other Sources of Funding (This Project Only)</b> NZ Lotteries - \$25,000, Ministry of Health - \$13,354	Total Cost \$200,285	<b>Amount Requested</b> \$30,000  15% percentage requested  <b>Contribution Sought Towards:</b> Salaries/Wages - \$20,000 Host Contractor Fees - \$10,000	<b>Staff Recommendation</b> <b>\$30,000</b>  That the Council makes a grant of \$30,000 to Presbyterian Support Upper South Island for the HomeShare Programme Christchurch towards salary of the HomeShare Coordinator, and HomeShare Hosts contractor fees.	<b>Priority</b> <b>1</b>
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Organisation Details

Service Base:	44 Bealey Avenue, Central City
Council Facility:	No
Legal Status:	Incorporated Society
Established:	1/01/1908
Staff – Paid:	320
Staff – Unpaid:	323
Target groups:	Older Adults
Annual Volunteer hours:	13,900
Networks:	Presbyterian Support New Zealand Family Works New Zealand.
Audited accounts:	30/06/2016

Organisation Description/Objectives:

Presbyterian Support Upper South Island (PSUSI) is a not-for-profit social services organisation that has been active in Canterbury for over 100 years. PSUSI delivers programmes directly to the community in their own surroundings. Although Christian in their approach they are fully inclusive, working with people of all faiths, and those of none. They aim to help people to help themselves and believe everyone is capable of delivering on their individual promise if they are shown the way, and given the tools, to do so.

CCC Funding History

2015/16 - \$20,000 (HomeShare) SCF  
2015/16 - \$3,000 (Grandparents as Parents) SCF  
2014/15 - \$4,000 (Grandparents as Parents) SGF  
2014/15 - \$20,000 (HomeShare) SCF  
2013/14 - \$20,000 (HomeShare) SCF  
2013/14 - \$3,650 (Grandparents as Parents) SGF  
2012/13 - \$20,000 (HomeShare) SCF  
2012/13 - \$4,950 (Grandparents as Parents) SGF

Alignment with Council Strategies and Board Objectives

- ☐ Ageing Together Policy
- ☐ Equity and Access for People with Disabilities Policy
- ☐ Strengthening Communities Strategy

Alignment with Council Funding Outcomes

- ☐ Foster collaborative responses
- ☐ Reduce or overcome barriers
- ☐ Provide community based programmes Enhance community & neighbourhood safety Increase community engagement
- ☐ Community participation and awareness

How Much Will The Project Do? (Measures)

Presbyterian Support aims to maintain or increase the number of HomeShare programmes and clients, in the Christchurch area over the next year.

Presbyterian Support aims to maintain or increase the number of clients expressing satisfaction with the HomeShare services in the Christchurch area over the next year. The organisation's Enliven client survey held in July 2016 showed 96% of participants were very satisfied with Enliven services.

How Will Participants Be Better Off?

Older adults spend six hours at their HomeShare venue each visit. They receive companionship, fun activities, and a healthy lunch in a safe and happy environment. Many friendships have been started in the HomeShares. There are also outings and attendance at local events and attractions. Transport to and from the HomeShare, and on the outings, is provided. HomeShare provides community connections for the older adults, reduces their social isolation, and increases diversity in their local community.

Participants have dementia or other health issues, and their family members can be assured that their loved ones are in the care of trained staff and professionals. The community hosts are paid as contractors and given support and training by the Presbyterian Support Co-ordinator who matches clients to hosts and attends to any clinical needs of the client. This provides community participation and inclusion for Christchurch residents with high support needs.

The Volunteers roles are to assist with transport and support during outings and activities, but they also provide the important function of providing another social connection for the older person.

HomeShare clients are connected with other community and social / health services according to their needs.

The client's partners and carers get to spend time away from their 24/7 role, and get to participate in their local communities.

Staff Assessment

This is recommended as a Priority One because the City's ageing demographics necessitate trusted and appropriate community based programmes that enable all older citizens (including frail older citizens), and their families, to age well and participate fully, in their local neighbourhoods.

Presbyterian Support offers a range of services for older people under the brand name of Enliven Positive Ageing Services. These include stand-alone day activity programmes for frail older people and those with memory loss relating to dementia, counselling, social work, group education, falls prevention programmes, and supporting grandparents as parents. Presbyterian Support aims to provide a suite of wrap-around services covering a continuum of care for older people living in the community.

HomeShare is a day activity programme for older people aimed at reducing loneliness, providing meaningful activity and companionship, and giving carers regular time to themselves. The HomeShare services have been developed by Presbyterian Support Upper South Island over the last nine years in response to community need. The organisation reports that HomeShare is a unique service model in New Zealand. The service is currently running in Christchurch, Selwyn, North Canterbury, Ashburton, Marlborough and the West Coast. This service is free to the client.

HomeShare is provided in private homes and in community or parish facilities. Individuals or couples with suitable skills and homes, who are willing to open their home as a day programme, are recruited and trained as HomeShare hosts by Presbyterian Support. They then have up to four older people come to their home for one or two days weekly. The organisation has extended the model to local parishes meaning they can support bigger groups of elders, whilst offering professional support and oversight to the community parish Host and their volunteers.

In the Christchurch area there are two home-based programmes, and four parish/community partnership HomeShares (in Saint Albans, Papanui, Belfast, and Sydenham). The programme includes outings and attendance at local events. Last year there were 52 clients at any one time attending the six HomeShares, and in addition support is provided to family members / carers to have a fuller healthy life in their communities.

HomeShare is supported by professional clinical staff, comprehensive volunteer training, and the organisation's professional indemnity cover applies to the volunteers. Volunteers provide transport, and support at outings. Some participants have dementia and others have health and well-being issues. For those waiting for a HomeShare place, Presbyterian Support has established the Break-Away Lunch group. Staff collect people in the minibus and take them on a paid lunch outing and activity.

Presbyterian Support describes HomeShare as an innovative mixed model of professional service delivery and community partnership.



(CURRENT) 2016/17 DRF METROPOLITAN 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.

00055944	<b>Organisation Name</b> Canterbury Insurance Assistance Service	<b>Project Name and Description</b> <b>Canterbury Independent Advocacy Service</b>  CIAS provides people with 10 hours of independent advocacy and assistance with matters that have arisen as a result of the earthquakes and up to 2 hours of insurance specialist advice.  CIAS initially focused on just insurance issues, but has now broadened the scope of their advocacy due to the time it has taken to resolve matters and the high number of overcap claims and re-repairs that EQC is being required to conclude. They also cite the vulnerability of anyone having to go through this process for a long period of time and the perceived action by the Government to pressure people to accept a settlement regardless of its fairness.	<b>Project Details</b> Staff: 2 Volunteers: 5 Participants: 200 User Fees: None	<b>Project Funding</b> <b>CCC Funding History (This Project Only)</b> 2016/17 - \$50,000 (Salaries/Operating Costs) DRF  <b>Other Sources of Funding (This Project Only)</b> Funds on Hand - \$28,000	Total Cost \$52,000	<b>Amount Requested</b> \$43,000  83% percentage requested  <b>Contribution Sought Towards:</b> Contract Advocates - \$40,000 Travel - \$1,500 Telephone/internet - \$1,500	<b>Staff Recommendation</b> <b>\$10,000</b>  That the Council makes a grant of \$10,000 to Canterbury Insurance Assistance Service towards Canterbury Independent Advocacy Service for wages of Case Facilitators.	<b>Priority</b> <b>2</b>
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<b>Organisation Details</b>  Service Base: Hereford Street, Central City Council Facility: Yes Legal Status: Charitable Trust Established: 13/08/2013 Staff – Paid: 4 Staff – Unpaid: 6 Target groups: Social Services Annual Volunteer hours: 300  Networks: Informal networks with insurers and social service agencies, local and national government Audited accounts: 1/08/2014  <b>Organisation Description/Objectives:</b> Assistance and advocacy for vulnerable clients who have unresolved insurance claims resulting from the earthquakes  <b>CCC Funding History</b> 2016/17 - \$50,000 (Salaries/Operating Costs) DRF 2013 - \$200,000 (CIAS) ChCh Earthquake Mayoral Relief Fund	<b>Alignment with Council Strategies and Board Objectives</b> • Strengthening Communities Strategy  <b>Alignment with Council Funding Outcomes</b> <input type="checkbox"/> Reduce or overcome barriers <input type="checkbox"/> Enhance community & neighbourhood safety  <b>How Much Will The Project Do? (Measures)</b> Provide each client with 10 hours of support, until funding is expended.  To provide services until the end of September 2017, and allocate all funding to advocate hours, plus a small amount for website and marketing.  <b>How Will Participants Be Better Off?</b> Clients will achieve a result that will enable them to return to a healthy state individually, in their families and in their community.	<b>Staff Assessment</b>  The Canterbury Insurance Assistance Service (CIAS) was formally established in 2014 as an insurance focused assistance service. Seed funding of \$200,000 was applied for, and granted by the Christchurch City Council from the Christchurch Earthquake Mayoral Relief Fund, as well as funding from Rata Foundation and The Christchurch Earthquake Appeal Trust. Council also provides an office space at no charge for CIAS staff to work from. A further \$50,000 was granted by Council in 2016 from the Metropolitan Discretionary Response Fund which was to enable CIAS to continue its operations through to December 2016. CIAS note that current held funds will enable continued operations through to February/March 2017.  Previously, CIAS was complementary to other services such as Residents Advisory Service, Community Law and the Earthquake Support Coordination Service. Advocates worked with the client throughout the earthquake resolution journey until conclusion was reached.  During the past 12 months, CIAS has moved towards providing independent advocacy, rather than just insurance based assistance. This change arose because CIAS believed that the issues their clients face are wider than reaching a resolution with insurers and EQC. They found that some clients who had settled and had undertaken repairs were now having ongoing issues with the quality of those repairs.  CIAS note, issues with EQC faulty repairs, drainage and land issues remain a key area of concern for their clients.  Case facilitators currently have an average of 25 cases open at any one time. This has reduced from an average of 30 to 40 cases as indicated in their previous grant application.  It is recommended that an evaluation of this and other similar services should be undertaken before further significant funding is approved to ascertain the effectiveness, current reach, how these services could better work together as well as looking at what the anticipated lifespan of these services should be.  A smaller contribution would be appropriate at this time to enable continued service while an evaluation is undertaken.
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(CURRENT) 2016/17 DRF METROPOLITAN 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.

00055977	<b>Organisation Name</b>  Free Theatre Incorporated	<b>Project Name and Description</b>  <b>Free Theatre - Wages of Manager and Administrator</b>  Free Theatre is an experimental theatre company, the only one of its kind in the South Island. The term 'Free' refers to free form or experimental theatre productions. They are located in the Arts Centre and provide opportunities for people to participate in contemporary theatre experiences, as artists, audiences and students.  Free Theatre are experiencing a revenue shortfall and are seeking a contribution towards the wages of their administrator and manager.	<b>Project Details</b>  Staff: 2 Volunteers: 15 Participants: 12,000 User Fees: Ticket sales	<b>Project Funding</b>  <b>CCC Funding History (This Project Only)</b> 2016/17 - \$7,000 (Administrator Wages) SCF  <b>Other Sources of Funding (This Project Only)</b> Rata - \$25,000, CCC Strengthening Communities - \$7,000, Other - \$3,498 (Pending for camera and marketing)	Total Cost  \$148,560	<b>Amount Requested</b>  \$23,000  15% percentage requested  <b>Contribution Sought Towards:</b> Salary/Wages - \$23,000	<b>Staff Recommendation</b>  \$  That the Council declines a grant to Free Theatre Incorporated for Free Theatre - Wages of the manager and administrator.	<b>Priority</b>  3
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<b>Organisation Details</b>  Service Base: The Gym, Arts Centre Council Facility: No Legal Status: Incorporated Society Established: 23/09/1982 Staff – Paid: 3 Staff – Unpaid: 10 Target groups: Arts Annual Volunteer hours: 3,640  Networks: None Audited accounts: 31/12/2015  <b>Organisation Description/Objectives:</b> To provide Christchurch audiences and visitors with a world class contemporary performance project. Provide an outlet for emerging and established (local and international) artists from diverse backgrounds to come together and create exciting new work. Provide unique learning opportunities for children, young adults and adults with highly qualified and experienced teachers. Provide opportunities, facilities and expertise for festival and event organisers and builds the profile of Free Theatre, the Arts Centre and Christchurch as a place for innovation and experimentation.  <b>CCC Funding History</b> 2016/17 - \$7,000 (Administrator Wages) SCF 2015/16 - \$10,000 (New Works, Education) SCF 2014/15 - \$20,000 (Development Project) SCF 2012/13 - \$20,000 (Project Manager) DRF	<b>Alignment with Council Strategies and Board Objectives</b> <input type="checkbox"/> Strengthening Communities Strategy <input type="checkbox"/> Arts Policy and Strategy  <b>Alignment with Council Funding Outcomes</b> <input type="checkbox"/> Foster collaborative responses <input type="checkbox"/> Provide community based programmes <input type="checkbox"/> Community participation and awareness <input type="checkbox"/> Support, develop and promote capacity  <b>How Much Will The Project Do? (Measures)</b> Free Theatre's New Works and Education Programme will present new and exciting work with a diversity of local, national and international collaborators. They will also host a range of arts organisations, festivals, events and community organisations.  Host corporate and private events employing artists and providing funding towards operational costs.  Continue partnership with Nga Taonga Sound and Vision (formerly known as the New Zealand Film Archive) towards the screening of special films for visitors to the Arts Centre.  Develop a special programme 'Jump Starts' which will provide opportunities for performance groups to create new works.  <b>How Will Participants Be Better Off?</b> Emerging and established artists will be able to collaborate and work together to create unique, high-impact, community-centred theatre, contemporary theatre projects.  Emerging artists will gain practical expertise and experience in contemporary performance not offered by any other arts organisation in the city.  Established artists from different backgrounds will be able to experiment with different art forms towards a more exciting and nuanced Christchurch culture and social life.  Audiences from diverse communities, many of whom do not generally participate in live theatre events, will experience diverse and entertaining contemporary performance work.  Children, teenagers and adults will have access to Free Theatre's unique working process developing general confidence, opportunities to participate in large scale performance projects and the skills to develop their own work.  Arts organisations, community groups, festivals and event holders will have access to facilities and event holders will have access to facilities and expertise in the inner city.	<b>Staff Assessment</b>  Free Theatre is the only experimental theatre of its kind in the south island.  Free Theatre is a theatre and performance facility currently located in the Arts Centre. The organisation was the first local arts organisation to commit to coming back to the Arts Centre in the central city after the earthquakes.  Free Theatre collaborates with a variety of other arts organisations and community groups across the city to develop performances, provide venue hire space and to develop content in collaboration with events and festivals in the city. They play a role in connecting the community with diverse inter cultural theatre experiences.  The on-going restoration and construction of the Arts Centre has impacted on the organisations projected revenue potential. Despite these challenges the organisation has remained committed to retaining diverse cultural experiences in the central city.  The request for funding is for wages of the manager and the administrator. These existing contractor roles work 12 to 16 hours per week each. Both roles are employed on 12 month contracts to align with annual funding rounds. The manger role supplies artistic development of all programme content for the theatre, co-ordinates productions and fosters key external relationships. The administrator manages bookings, ticket sales and accounts. These roles along with the technical manager are the only paid roles in the organisation. If funding is significantly reduced the contractor hours will need to be reduced or disestablished and the theatre would need to review its production schedule and location.  The theatre has reduced ticket prices and venue hire fees to generate larger audiences and encourage people to come into the city.  Continuing to support Free Theatre helps to strengthen the development of strong local performing arts networks, which in turn support the Councils vision for the Performing Arts Precinct. Free Theatres contribution to this network of organisations brings vibrancy and activity to the central city.  Free Theatre is working closely with Creative New Zealand who are providing mentorship and funding for the development of a strategic long term business case for Free Theatre to transition it into a more sustainable organisation.  Staff note that there has been no report of significant change in the situation of Free Theatre since application was made for wages in the 2016/17 Strengthening Communities funding round and so recommend the application is declined.
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## 7. Christchurch Agency for Energy Trust

Reference: 17/172868

Contact: Patricia Christie      Patricia.christie@ccc.govt.nz      941 8113

### 1. Purpose of Report

- 1.1 This report is to advise the Council of the request from the Christchurch Agency for Energy (CAfE) Trust board to amend its 2017 Statement of Intent.

### 2. Recommendations

That the Council:

1. Receive the information in the Christchurch Agency for Energy Trust's Chairperson's report.
2. Agree to the Christchurch Agency for Energy Trust amending its 2017 Statement of Intent as set out in the Chairperson's report:
  - a. Changes to Statement of Intent to year ending 30 June 2017:
    - i. Section 3: the sentence "CAfE is focussed on supporting the uptake of renewable energy and enhanced energy-efficiency in rebuild projects." is changed to "CAfE is focussed on supporting the uptake of renewable energy and enhanced energy efficiency projects".
    - ii. Section 3: the following is added, to the list of items that the fund covers, a new bullet point: "Initiatives within Christchurch which result in the use of electricity (a largely renewable form of energy in New Zealand) instead of fossil fuels".
    - iii. Section 3: the following text is deleted: "The building project (or buildings to be serviced) must have a combined floor area greater than 1,000m2 and be located in the Central City."
3. Note the changes to Christchurch Energy Grant Scope of Payment and Eligibility Criteria
  - i. The following text is deleted "The building project (or buildings to be serviced) will have a combined floor area greater than 1,000m2 and be located in the Central City (the area bounded by Bealey, Fitzgerald, Moorhouse, Deans and Harper Avenues)"
  - ii. Council Controlled Organisations is removed from the following text "Projects that are the primary responsibility of the Christchurch City Council, Environment Canterbury, Council Controlled Organisations or a central government agency are not eligible".
  - iii. The following text is deleted "Grant payments will be made up to 30% of the capital cost of installed plant and to a maximum of \$300,000 for any one project grant, whichever is the lesser".
  - iv. In relation to what expenditure the grant cannot be used, "Purchase of vehicles" is deleted.



### 3. Key Points

- 3.1 The Christchurch Agency for Energy Trust (CAfE) is a Council Controlled Organisation (CCO) formed in 2010. The purposes of CAfE were set with regard to the principles and initiatives

established in the Sustainable Energy Strategy for Christchurch 2008-2018 published by the Council.

- 3.2 At its Board meeting on 20 February 2017 the Trustees resolved to amend the Christchurch Energy Grant Scheme and eligibility criteria for the grant scheme and the 2017 Statement of Intent as per the memo from the CAfE chairperson (**Attachment A**).
- 3.2.1 The Christchurch Energy Grant Scheme was formed after the 2010/2011 earthquakes and was intended to encourage property developers within the four avenues to rebuild in a more energy efficient way. The grant covers plant purchase and installation costs for renewable energy initiatives, connection to district energy systems and energy efficiency measures.
- 3.2.2 The current market for suitable projects that CAfE could apply the funds towards is limited for thermal generation and photovoltaic generation and the grant scheme is already successfully supporting a number a projects.
- 3.2.3 CAfE wish to amend the criteria so that the unallocated funds can be used for other opportunities that meet the overall objectives for which CAfE was formed.
- 3.3 As the eligibility criteria of the grant scheme are included in the Statement of Intent CAfE will also need to amend its 2017 Statement of Intent.
- 3.4 Schedule 8 clause 4 of the Local Government Act 2002 allows a CCO to modify its statement of intent if the board of the CCO gives written notice of its intention and has considered any comments on the proposed modification by the stakeholders within one month of the notice or a shorter period as agreed.
- 3.4.1 CAfE have asked Council to consider the modifications as soon as possible to enable it to act on potential funding opportunities.
- 3.5 Council staff do not recommend any change to the proposed amendments.

## Attachments

No.	Title	Page
A  	CAfE - Chairperson's Report to the Council	17

## Signatories

Author	Patricia Christie - Manager External Reporting and Governance
Approved By	Diane Brandish - Head of Financial Management Carol Bellette - General Manager Finance and Commercial (CFO)



## Memorandum



21 February 2017

**FROM:** Councillor Pauline Cotter - Christchurch Agency for Energy Trust Chair  
**TO:** Council  
**RE:** Change to 2017 Statement of Intent and to the funding criteria of the Christchurch Agency for Energy Trust's Christchurch Energy Grant Scheme

### Background

The Christchurch Agency for Energy Trust (CAfE) is a CCO formed in 2010. The purposes of CAfE were set with regard to the principles and initiatives established in the Sustainable Energy Strategy for Christchurch 2008-2018 published by the Council.

### Objectives of CAfE

CAfE is focussed on supporting the uptake of renewable energy and enhanced energy efficiency in rebuild projects but notes that the Trust cannot provide grants to local authorities or government organisations.

The objective of CAfE is documented in CAfE's Statement of Intent. (Appendix 1).

As a result of the Canterbury Earthquakes, CAfE took the opportunity to focus its funds on energy efficiency projects in the CBD rebuild. As a result CAfE created the Christchurch Energy Grant Scheme.

### Christchurch Energy Grant Scheme

The Christchurch Energy Grant, administered by the Christchurch Agency for Energy (CAfE), is currently aimed at developers of buildings and providers of building services. Specifically, it covers plant purchase and installation costs for renewable energy initiatives, connection to district energy systems and energy efficiency measures.

### Current Status of the Christchurch Energy Grant Scheme

CAfE outlined in its 2017 SOI that all its remaining funds were earmarked for the Christchurch Energy Grant Scheme. To date a number of projects which met the criteria have been allocated funds. At present CAfE has unallocated funds of \$1,037,000 as a result of a number of applicants withdrawing their applications.

The current market for suitable projects that could apply for funds is limited for renewable thermal generation and photovoltaic generation and the Christchurch Energy Grant has already successfully supported a number of these projects with funding.

### Other funding opportunities

Other opportunities have been identified which meet the original objectives of CAfE which if funded would result in a wider gain for the City. However, in order to convert these opportunities CAfE will need to alter the criteria for the grant scheme.

### Proposed Changes

The following changes are proposed:

#### *Proposed changes to Statement of Intent to year ending 30 June 2017:*

- ☐ Section 3: the sentence "CAfE is focussed on supporting the uptake of renewable energy and enhanced energy-efficiency in rebuild projects." is changed to "CAfE is focussed on supporting the uptake of renewable energy and enhanced energy efficiency projects".
- ☐ Section 3: the following is added, to the list of items that the fund covers, a new bullet point: "Initiatives which result in the use of electricity (a largely renewable form of energy in New Zealand) instead of fossil fuels in Christchurch"
- ☐ Section 3: the following text is deleted: "The building project (or buildings to be serviced) must have a combined floor area greater than 1,000m<sup>2</sup> and be located in the Central City."

*Proposed Changes to Christchurch Energy Grant Scope of Payment and Eligibility Criteria*

The following changes are proposed to Christchurch Energy Grant Scope of Payment and Eligibility Criteria:

- ☐ The following text is deleted "The building project (or buildings to be serviced) will have a combined floor area greater than 1,000m<sup>2</sup> and be located in the Central City (the area bounded by Bealey, Fitzgerald, Moorhouse, Deans and Harper Avenues)".
- ☐ Council Controlled Organisations is removed from the following text "Projects that are the primary responsibility of the Christchurch City Council, Environment Canterbury, Council Controlled Organisations or a central government agency are not eligible".
- ☐ The following text is deleted "Grant payments will be made up to 30% of the capital cost of installed plant and to a maximum of \$300,000 for any one project grant, whichever is the lesser".
- ☐ In relation to what expenditure the grant cannot be used, "Purchase of vehicles" is deleted.

**Process requirements**

As the eligibility criteria of the grant scheme are included in the SOI CAFé will also need to amend its 2017 SOI.

The Local Government Act 2002 schedule 8 allows a CCO to amend its SOI by giving written notice to a stakeholder and considering any comments on the proposed modifications received within one month of the notice or a shorter period as agreed.

This memo serves as written notice. CAFé also requests that the Council consider this request as soon as possible to enable potential funding opportunities to be actioned.

## 8. Resolution to Exclude the Public

*Section 48, Local Government Official Information and Meetings Act 1987.*

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

### Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
9	REPORT FROM CHRISTCHURCH CITY HOLDINGS LIMITED	S7(2)(B)(II), S7(2)(H), S7(2)(I)	PREJUDICE COMMERCIAL POSITION, COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS	THE REPORT CONTAINS COMMERCIALLY SENSITIVE INFORMATION WHICH IF DISCLOSED COULD PREJUDICE THE FUTURE NEGOTIATING POSITION.	Report can be released: If the project proceeds at the end of the economic life of associated assets, or in perpetuity if it remains a possibility that the project will be considered in the future.
10	CIVIC BUILDING LIMITED APPOINTMENT OF DIRECTORS	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	TO PROTECT THE PRIVACY OF THE APPLICANTS	On confirmation of the appointments
11	REGENERATE CHRISTCHURCH - 2016/17 STATEMENT OF PERFORMANCE EXPECTATIONS	S7(2)(I)	CONDUCT NEGOTIATIONS	NEGOTIATIONS ARE CONTINUING WITH THE OTHER SHAREHOLDER ON THE DOCUMENT	Final Statement of Performance Expectations will be released by Regenerate Christchurch