

Social and Community Development Committee AGENDA

Notice of Meeting:

An ordinary meeting of the Social and Community Development Committee will be held on:

Date: Wednesday 5 April 2017
Time: 1pm
Venue: Committee Room 1, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Membership

Chairperson	Councillor Phil Clearwater
Deputy Chairperson	Councillor Glenn Livingstone
Members	Councillor Jimmy Chen
	Councillor Anne Galloway
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Tim Scandrett

29 March 2017

Principal Advisor

Mary Richardson
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Tel: 941 8999

Liz Ryley
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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted.
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SOCIAL AND COMMUNITY DEVELOPMENT COMMITTEE - TERMS OF REFERENCE

Chair	Councillor Clearwater
Membership	Councillor Livingstone (Deputy Chair), Councillor Chen, Councillor Galloway, Councillor Keown, Councillor Johanson, Councillor Scandrett
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Monthly
Reports To	Council

Responsibilities

The focus of the Social and Community Development Committee is matters relating to social and community wellbeing.

The Committee:

- Promotes active citizenship, community participation and community partnerships
- Seeks to address cultural, social and economic disadvantage and promote equity for all citizens
- Works in partnerships with key agencies, organisations and communities of place, identity and interest
- Is innovative and creative in the ways it contributes to social and community wellbeing

The Social and Community Development Committee considers and reports to Council on issues and activities relating to:

- Arts and culture including the Art Gallery
- Heritage protection
- Libraries (including community volunteer libraries)
- Museums
- Sports, recreation and leisure services and facilities
- Parks (sports, local, metropolitan and regional), gardens, cemeteries, open spaces and the public realm
- Community facilities and assets
- Community housing, including- social housing, affordable housing (including rental), housing policy, tenancy service, homelessness and unresolved earthquake housing matters
- Public Health and health in all policies
- Community safety and crime prevention, including family violence
- Civil defence and rural fire management including disaster planning and local community resilience plans
- Community events, programmes and activities
- Community development and support, including grants and sponsorships
- Citizen services
- Community engagement and participation
- Civic and International Relations
- Communities of place, identity and interest.

Delegations

The Committee delegates to the following subcommittees/taskforce the responsibility to consider and report back to the Committee:

- Safer Communities Council for matters relating to Safety and Crime Prevention, including Family Violence
- Community Housing to the Housing Taskforce for matters relating to Community housing, including- social housing, affordable housing (including rental), housing policy, tenancy service, homelessness and unresolved earthquake housing matters
- Multicultural Subcommittee for matters relating to the multicultural strategy
- International Relations Working Group on matters relating to international relations

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

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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. Confirmation of Previous Minutes

That the minutes of the Social and Community Development Committee meeting held on [Wednesday, 1 March 2017](#) be confirmed (refer page 6).

4. Deputations by Appointment

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

5. Presentation of Petitions

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

Social and Community Development Committee OPEN MINUTES

Date: Wednesday 1 March 2017
Time: 1.04pm
Venue: Council Chamber, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson	Councillor Phil Clearwater
Deputy Chairperson	Councillor Glenn Livingstone
Members	Councillor Jimmy Chen
	Councillor Anne Galloway
	Councillor Yani Johanson
	Councillor Tim Scandrett

1 March 2017

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

The agenda was dealt with in the following order.

1. Apologies – Nil.

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes

As this was the first meeting of the Social and Community Development Committee, there were no previous minutes to confirm.

4. Deputations by Appointment

Part B

- 4.1** Martin Witt, Cancer Society and Heather Kimber, Canterbury District Health Board spoke regarding progress of Smokefree Canterbury's Voluntary Smokefree Outdoor Dining Trial, where it began, initial response to the project and how it fits in with the Christchurch City Council's support for Smokefree 2025.

The Committee thanked Martin Witt and Heather Kimber for the deputation.

- 4.2** Claudia Reid spoke to the Committee on issues relating to the Botanic Gardens.

The Committee thanked Claudia Reid for her deputation.

5. Presentation of Petitions

Part B

There was no presentation of petitions.

6. Heritage Incentive Grant and Covenant Consent Approval for 37 Valley Road, Cashmere

Committee Comment

Dr Ian Lochhead of the Ngaio Marsh House and Heritage Trust was invited to the table to respond to any queries raised by the Councillors. He invited Councillors to visit the house either on their own or as a group.

Committee Decided SOC/2017/00001

Joint Staff and Committee Recommendation

Part A

That the Council:

1. Approve a Heritage Incentive Grant of up to \$39,889 for conservation, strengthening and repair work to the protected heritage building located at 37 Valley Road, Cashmere.
2. Note that the property is the subject of a conservation covenant and this report seeks covenant consent from Council for the works outlined below which are the subject of this grant application.

Councillor Johanson/Councillor Scandrett

Carried

7. Multicultural Subcommittee Terms of Reference

Staff Recommendations

That the Social and Community Development Committee:

1. Receives the information in this report.
2. Adopts the Terms of Reference for the Multicultural Subcommittee, as described in Attachment A.
3. Notes that Council staff will work with the Chair of the Subcommittee to carry out its responsibilities and activities as per the Terms of Reference.

Committee Resolved SOC/2017/00002

Part C

That the Social and Community Development Committee:

1. Receives the information in this report.
2. Adopts the Terms of Reference for the Multicultural Subcommittee, as described in Attachment A.
3. Notes that Council staff will work with the Chair of the Subcommittee to carry out its responsibilities and activities as per the Terms of Reference.
4. Appoints Councillor Livingstone to the Multicultural Subcommittee.

Councillor Chen/Councillor Scandrett

Carried

8. Botanic Gardens Spatial Plan

Committee Comment

Helen Kerr and Lisa Rimmer of Isthmus, Landscape Architects attended the meeting to outline the Christchurch Botanic Gardens Spatial Plan.

Staff Recommendations

That the Social and Community Development Committee:

1. Endorse the Christchurch Botanic Gardens Spatial Plan.

Committee Decided SOC/2017/00003

Part A

That the Social and Community Development Committee:

1. Endorse the Christchurch Botanic Gardens Spatial Plan.
2. Recommend to Council that it approve the Christchurch Botanic Gardens Spatial Plan.

Councillor Chen/Councillor Livingstone

Carried

Councillor Johanson requested his vote against the resolution be recorded.

Meeting concluded at 2.43pm

CONFIRMED THIS 5TH DAY OF APRIL 2017

**COUNCILLOR PHIL CLEARWATER
CHAIRPERSON**

6. Heritage Incentive Grant Approval for Tiptree Cottage, 63 Savills Road, Harewood, Christchurch

Reference: 17/145486

Contact: Victoria Bliss

Victoria.bliss@ccc.govt.nz

0272222782

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Social and Community Development Committee to recommend that Council approve a Heritage Incentive Grant for Tiptree Cottage at 63 Savills Road, Harewood.

Origin of Report

- 1.2 This report is staff generated in response to an application for a Heritage Incentive Grant.

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.
- 2.1.1 The level of significance was determined by the heritage classification of the dwelling and the amount of funding requested being less than \$500,000.

3. Staff Recommendations

That the Social and Community Development Committee recommend to Council that it:

1. Approves a Heritage Incentive Grant of up to \$117,480 for conservation, strengthening and repair work to the protected heritage building located at 63 Savills Road, Harewood.
2. Notes that payment of this grant is subject to the applicant entering into a 20 year limited conservation covenant, with the signed covenant having the Council seal affixed prior to registration against the property title.

4. Key Points

- 4.1 This report supports the [Council's Long Term Plan \(2015 - 2025\)](#):
- 4.1.1 Activity: Heritage Protection
- Level of Service: 1.4.2 All grants meet Heritage Incentives Grants policy and guidelines
- 4.2 The following feasible options have been considered:
- Option 1 – Fifty per cent grant support of eligible items (preferred option)
 - Option 2 – Thirty per cent grant support of eligible items
- 4.3 Options Summary – Advantages and Disadvantages (Preferred Option)
- 4.3.1 The advantages of this option include:
- The work will help to ensure the future protection of this highly significant heritage building, and its proposed use as a living museum. The application meets all the criteria for a grant as provided in the Heritage Incentives Grants Policy – Operational Guidelines.

- A rare New Zealand example of an earth building, one of only three original cob buildings remaining in Christchurch, will be repaired and retained.
- It is intended that the building will have a compatible use as a living museum, which will enable it to be maintained and protected, and allow public access.
- With the completion of the works outlined, the Cottage will be repaired and upgraded, and the owners are committed to the continuing use and maintenance of the building.

4.3.2 The disadvantages of this option include:

- This is a relatively large grant for a single building; however it is an investment in a rare and highly significant heritage building.

5. Context/Background

Building Status

- 5.1 Tiptree Cottage is scheduled as a Highly Significant (Group 1) Building in the Christchurch District Plan. The building is listed Category I by Heritage New Zealand Pouhere Taonga (HNZPT) Registration Number 282. The building is of high historical and social significance: it is a very original example of a modest colonial farmhouse and provides a record of the pioneering role of the farm in the development of irrigation in Canterbury. It is also significant for its long association with the Savill family, with this association further enhanced by three of the family's descendants having become members of the Tiptree Cottage Trust. The dwelling has high architectural, aesthetic, technological, and craftsmanship significance as a rare surviving example of a cob building in Christchurch and New Zealand; it is also unusual as an example of the translation of a vernacular British domestic house style in New Zealand's local materials.
- 5.2 Tiptree Cottage was completed around 1862 by the Savill family, who bought the 61 acre property (later enlarged to 86 acres) in Harewood in 1861. The cottage was unusual for its irregular plan, with two full floors and an attic space. On the south and east elevations there is a catslide roof down to the ground floor. The design may have been based on a vernacular English form familiar in Essex, or else it was William Savill's particular innovation, but it distinguishes Tiptree Cottage from other cob buildings in Christchurch and New Zealand. The cottage was originally thatched, but was re-roofed in corrugated iron around 1900. Please refer to Attachment A, "Statement of Significance" for further information.
- 5.3 The current owners of the building and the applicants for the grant are the Tiptree Cottage Charitable Trust. There are currently six trustees – three from the Gregg family who bought the property in 1963, and three who are descendants of the original builders of the cottage, the Savills. The Savill family occupied the dwelling from its construction in the 1860s until they sold it in 1939.
- 5.4 The total cost for the proposed repair and upgrade of the building (including heritage and non-heritage related costs) is estimated at **\$237,000**, excluding GST. There is no insurance payment associated with these works; however once completed the owners will be able to obtain ongoing building insurance. The applicants have secured a grant of \$45,000 from Heritage New Zealand Pouhere Taonga (HNZPT) to support the repair of the dwelling. The operational guidelines for Heritage Incentive Grants allow applicants to apply for additional grant assistance from other sources to fund the balance of the works required.
- 5.5 The Trust was established in 2010 to ensure the preservation of Tiptree Cottage for future generations. They plan to restore and upgrade the Cottage to enable it to re-open to the public as a living museum. The Trust is committed to this aim, and its members are suitably experienced to be able to implement their plans with one having a degree in Art History, one running a gallery, and one with experience in museum events management. The Trust has

access to historic furniture and decorative items, including items from the Savill family, for use in the Cottage for this purpose.

- 5.6 The proposed works have been specified by the Conservation Architect Dave Pearson and a heritage engineer, Win Clark. They comprise of structural upgrades and repairs to the Cottage, and include improving drainage, strengthening the walls, repairing the cob, reinstating the lime plaster and repainting the Cottage. Maintenance and repair will also be carried out on the windows, weatherboards and doors. The works will ensure the ongoing retention and increased resilience of this significant heritage building, and enable it to have a sustainable use as a living museum.



Photograph Tiptree Cottage, 63 Savills Road, January 2013, G Wright

6. Option 1 – Fifty per cent grant support of eligible items (preferred)

Option Description

- 6.1 The proposed works are to structurally upgrade and repair the building. They involve strengthening the cob with stainless steel ties and threaded rods, repairs to damaged and failing areas of cob and re-plastering with lime plaster. The existing timber windows and doors will be repaired as necessary and decayed timber weatherboards will be repaired or replaced. Repainting is also required. A new drainage system is to be installed around the perimeter of the Cottage to ensure effective removal of water from the base of the cob walls, preventing further ongoing damage to the cob.
- 6.2 Overall the works being proposed are priced at \$237,000 excluding GST. All relevant costs of the heritage related works are summarised in the table below:

Particulars	Costs (GST exclusive)
Preliminary & General & Contingency	\$77,970

Strengthening upgrades	\$56,810
External wall repair – weatherboards, cob, lime plastering, and painting	\$26,510
Window and door repair	\$3,300
Internal wall repair – cob, lime plastering and lime wash	\$19,500
External drainage works	\$7,870
Professional fees/consents	\$43,000
Total of conservation and restoration related work requiring assistance	\$234,960

- 6.3 The Operational Guidelines for the Heritage Incentive Grants Policy provide for a grant of up to fifty percent of the total heritage related costs. The building has high historical, and social significance to Canterbury, as well as architectural, aesthetic and technological significance. Its ongoing repair, retention and upgrade to enable public access is worthy of support. A grant of fifty percent would be appropriate for this project.

Proposed Heritage Incentive Grant (fifty per cent of cost of itemised works requiring assistance)	\$117,480
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Significance

- 6.4 The level of significance of this option is low consistent with section 2 of this report. There are no engagement requirements in the Operational Guidelines or Policy for this grant scheme.

Impact on Mana Whenua

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

Community Views and Preferences

- 6.6 The Heritage Incentive Grants Scheme is aligned to the Community Outcomes '*The city's heritage and taonga are conserved for future generations*' and '*The central city has a distinctive character and identity*'. Heritage Incentive Grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for these outcomes.

Alignment with Council Plans and Policies

- 6.7 The recommendations of this report align with the relevant strategies, plans and policies as listed below:
- Recovery Strategy for Greater Christchurch – Mahere Haumanutanga o Waitaha
 - The Replacement Christchurch District Plan
 - Heritage Conservation Policy
 - Greater Christchurch Urban Development Strategy
 - New Zealand Urban Design Protocol
 - International Council on Monuments and Sites (ICOMOS) New Zealand Charter 1993

Financial Implications

Cost of implementation:

Annual Budget for the Heritage Incentive Grant (HIG) fund	\$740,800
Approved grant to 34 St David's Street, Lyttelton	\$13,462
Approved grant to 13 Oxford Street, Lyttelton	\$29,250
Approved grant to 39 Kahu Road, Christchurch (War Memorial)	\$3,312
Approved grant to 75 St David's Street, Lyttelton	\$127,415
Approved grant to 311 Montreal Street, Christchurch	\$3,667
Approved grant to 39 Kahu Road, Christchurch	\$62,326
Proposed grant to 37 Valley Road, Cashmere	\$39,889
Proposed grant to 209 Tuam Street	\$55,931
Proposed grant to 63 Savills Road, Harewood	\$117,480
Total Available Funds 2016/2017	\$288,068

- 6.8 The Heritage Protection activity includes the provision of advice, the heritage grants schemes, heritage recovery policy, and heritage education and advocacy. The Council aims to maintain and protect built, cultural and natural heritage items, areas and values which contribute to a unique city, community identity, character and sense of place and provide links to the past. The Council promotes heritage as a valuable educational and interpretation resource which also contributes to the tourism industry and provides an economic benefit to the city.
- 6.9 Heritage Incentive Grants and conservation covenants provide financial assistance for the maintenance and enhancement of heritage areas and buildings.
- 6.10 The Heritage Incentive Grant budget is an annual fund provided for in the 2015-25 Long Term Plan.

Legal Implications

- 6.11 Limited conservation covenants are required under the Heritage Conservation Operational Guidelines for properties receiving Heritage Incentive Grants of \$15,000 to \$149,999. A full covenant is required for grants of \$150,000 or more.
- 6.12 Covenants are a comprehensive form of protection of the buildings because they are registered against the property title, ensuring that the Council's investment is protected. A 20 year limited conservation covenant will be required in association with this grant.

Risks and Mitigations

- 6.13 The grant scheme only allows funds to be paid out upon completion of the works, certification by Council heritage staff and upon presentation of receipts. This ensures that the grant scheme is effective and that funds are not diverted or lost. Covenants also act as a protective mechanism, ensuring the building is retained once the work is undertaken.

Implementation

- 6.14 The grant recipient is expected to acquire all resource, building and other consents required for the works. A resource consent or approved Heritage Works Plan will be required for these works.
- 6.15 The grant recipient has an eighteen month time period to undertake the works and to claim the grant. An application to extend this timeframe can be made to the Council.

Option Summary - Advantages and Disadvantages

- 6.16 The advantages of this option include:
- The work will help to ensure the future protection of this highly significant heritage building, and its proposed use as a living museum. The application meets all the criteria for a grant as provided in the Heritage Incentives Grants Policy – Operational Guidelines.

- A rare New Zealand example of an earth building, particularly unusual in its design and one of only three original cob buildings remaining in Christchurch, will be repaired and retained.
- It is intended that the buildings will have a compatible use as a living museum, which will enable it to be maintained and protected, and allow public access.
- With the completion of the works outlined, the building will be repaired and upgraded, and the owners are committed to the continuing use and maintenance of the building.

6.17 The disadvantages of this option include:

- This is a relatively large grant for a single building, however it is an investment in a rare and highly significant heritage building.

7. Option 2 – A lower level of funding

Option Description

- 7.1 As for option 1 but with a lower level of financial support to the project. Previous HIG Grant support to other projects in the city has varied but has been generally between thirty and fifty percent of the cost of eligible works. A lower grant of thirty percent (\$70,488) is shown in the table below.

Annual Budget for the Heritage Incentive Grant (HIG) fund	\$740,800
Approved grant to 34 St David's Street, Lyttelton	\$13,462
Approved grant to 13 Oxford Street, Lyttelton	\$29,250
Approved grant to 39 Kahu Road, Christchurch (War Memorial)	\$3,312
Approved grant to 75 St David's Street	\$127,415
Approved grant to 311 Montreal Street, Christchurch	\$3,667
Approved grant to 39 Kahu Road, Christchurch	\$62,326
Proposed grant to 37 Valley Road, Cashmere	\$23,933
Proposed grant to 209 Tuam Street	\$55,931
Proposed grant to 63 Savills Road, Harewood	\$70,488
Total Available Funds 2016/2017	\$351,016

Option Summary - Advantages and Disadvantages

7.2 The advantages of this option include:

- Would leave more funds available for other projects.

7.3 The disadvantages of this option include:

- This would be a lower level of support from Council for a highly significant heritage building repair project at a time of significant loss and damage to heritage buildings in Christchurch and Banks Peninsula.
- The risk that the owner would delay the works or would scale back some of the heritage conservation components.
- The risk that the owners as a Trust could not raise additional funding and the building would not be upgraded to allow a viable use with public access.

Attachments

No.	Title	Page
A ↓	Statement of Heritage Significance, 63 Savills Road	18

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

Author	Victoria Bliss - Heritage Conservation Projects Planner
Approved By	Brendan Smyth - Team Leader Heritage Carolyn Ingles - Head of Urban Regeneration, Urban Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation

DISTRICT PLAN – LISTED HERITAGE PLACE
HERITAGE ASSESSMENT – STATEMENT OF SIGNIFICANCE
HERITAGE ITEM NUMBER 488
**DWELLING AND SETTING, FORMER *TIPTREE FARM* - 63
SAVILLS ROAD, HAREWOOD, CHRISTCHURCH**



PHOTOGRAPH: G. WRIGHT 2011

HISTORICAL AND SOCIAL SIGNIFICANCE

Historical and social values that demonstrate or are associated with: a particular person, group, organisation, institution, event, phase or activity; the continuity and/or change of a phase or activity; social, historical, traditional, economic, political or other patterns.

The dwelling has high historical and social significance for its association with pioneer farmer William Savill, his wife Jane and their family, and as an example of a simple colonial farmhouse. In the late nineteenth century *Tiptree Farm* was considered an exemplar of a productive smallholding. This was due in no small measure to the early use of irrigation on the property.

Essex farmer William Savill, his wife Jane and their five (later eight) children immigrated to Canterbury in 1851. For most of their first decade in the province the family lived at Riccarton, where William established a malthouse and brewery. In 1861 a 61 acre (later enlarged to 86 acres) property at Harewood was purchased. This the Savills probably named after the Essex village of Tiptree, although there was also a famous model farm in Hertfordshire at the time called Tiptree. The Savill's cob farmhouse was completed around 1862. Although the former riverbed was light stony country, *Tiptree Farm* was productive. This was due to the pioneering use of irrigation. *Tiptree* is said to be one of the earliest

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properties in Canterbury to take advantage of the abundant water in the province's braided rivers. Water was diverted from the Waimakariri River and conveyed to and across the property via through a system of channels and furrows. Excess water filled gullies that were stocked with fish. The property became widely known as 'Irrigation Farm' as a consequence of the family's efforts.

Although William died in 1868, the Savill family continued to live in the homestead and farm the property into the early twentieth century. Through much of this period, *Tiptree Farm* was managed by sons John and William. After Jane Savill died in 1913, John inherited the property. He continued to live in the farmhouse with William and their sister Ellen, who kept house for the bachelor brothers, until his death in 1926. Ellen then inherited the farm. After William died in 1930, she departed the property for Ashburton.

From the turn of the century, neighbour Spencer Whyte began to assist the aging siblings run their property. His wife was a niece of the trio. The Whytes leased the farm in the early 1920s, but it was not until 1939 that they finally purchased it from the elderly Ellen. After Ellen's departure, the old homestead was left vacant. After a period occupied by unemployed labourers during the Depression years, the *Tiptree Farm* homestead was abandoned permanently, to be used only for storing hay and shearing sheep.

In 1963 the Whytes retired and sold their property to George Gregg. With the assistance of his son Bruce, a builder, Greg restored the cob house and began opening it to the public regularly in the late 1970s. In 1983 the Gregg family subdivided the cottage from the farm and set up the Tiptree Cottage Trust to maintain and administer the property. The cottage sustained moderate damage in the Canterbury Earthquakes of 2010-2011. Repairs have not yet commenced. A contractor's yard has recently been developed on the property adjacent the cottage.

CULTURAL AND SPIRITUAL SIGNIFICANCE

Cultural and spiritual values that demonstrate or are associated with the distinctive characteristics of a way of life, philosophy, tradition, religion, or other belief, including: the symbolic or commemorative value of the place; significance to Tangata Whenua; and/or associations with an identifiable group and esteemed by this group for its cultural values.

The dwelling has cultural significance for the capacity it has to convey aspects of the way of life of a colonial farming family.

ARCHITECTURAL AND AESTHETIC SIGNIFICANCE

Architectural and aesthetic values that demonstrate or are associated with: a particular style, period or designer; design values, form, scale, colour, texture and material of the place.

The dwelling has high architectural and aesthetic significance as a rare New Zealand example of an earth building, and as a small colonial vernacular dwelling that may have been influenced by the design of vernacular dwellings in the builder's English county of origin.

Tiptree is a modest house, not untypical in size for the early colonial period. The choice of cob as building material was less typical, although not unknown on the treeless Canterbury plains at the time. What is significant about this house is its design. Most cob cottages took a similar form to their timber equivalents - a simple symmetrical gable, sometimes with a pair of rooms under the eaves. Less commonly, cob cottages assumed a Celtic linear plan with three or more rooms in a row and a central chimneystack. *Tiptree* however has an irregular plan with two full floors and an attic space. On the south and east elevations, a steeply

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pitched roof declines to the ground floor. Research to date has not determined whether the design was William Savill's particular innovation or whether he adopted a vernacular English form familiar from Essex. The cottage was originally thatched, but was re-roofed in corrugated iron around 1900.

TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE

Technological and craftsmanship values that demonstrate or are associated with: the nature and use of materials, finishes and/or technological or constructional methods which were innovative, or of notable quality for the period.

The dwelling has high technological and craftsmanship significance as one of a very small group of cob (or earth) buildings remaining in Christchurch. As a material, cob was cheap, easily obtainable and could be formed by relatively unskilled labour. However it could be time-consuming to build with and required regular maintenance. The range of cob buildings in New Zealand was therefore restricted both geographically and in time; to the dry eastern and central regions of the South Island where timber was scarce and the climate suitable, and for a brief period early in the colonial era when materials and skilled labour were in particularly short supply. As economic circumstances improved however, most settlers who had built in cob replaced their typically humble abodes with more substantial timber homes. Besides *Tiptree*, the only original cob buildings that remain in Christchurch are *Middleton Grange* (c1855) and *Chokebore Lodge* (1856). All three buildings are in the west of the city.

CONTEXTUAL SIGNIFICANCE

Contextual values that demonstrate or are associated with: a relationship to the environment (constructed and natural), a landscape, setting, group, precinct or streetscape; a degree of consistency in terms of type, scale, form, materials, texture, colour, style and/or detail; recognised landmarks and landscape which are recognised and contribute to the unique identity of the environment.

The dwelling has contextual significance in its rural setting, with an outlook to the west across paddocks to a copse planted by the Savills and beyond to the mountains and the Waimakariri River. The setting of the dwelling is its immediate land parcel, a modest garden containing some original plantings. No original farm buildings remain. The property is off Savills Road and approached down a shared drive.

ARCHAEOLOGICAL AND SCIENTIFIC SIGNIFICANCE

Archaeological or scientific values that demonstrate or are associated with: the potential to provide information through physical or scientific evidence an understanding about social historical, cultural, spiritual, technological or other values of past events, activities, structures or people.

The dwelling and its setting have archaeological significance because they have the potential to provide archaeological evidence relating to past building construction methods and materials, and human activity on the site, including that which occurred prior to 1900. The site was developed from the early 1860s.

ASSESSMENT STATEMENT

The former *Tiptree Farm* and its setting have high overall heritage significance to the Christchurch district including Banks Peninsula. The dwelling has high historical and social significance as a very original example of a modest colonial farmhouse, for its long

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connection with the Savill family and for the pioneering role of the farm in the development of irrigation in Canterbury. The dwelling has high architectural, aesthetic, technological and craftsmanship significance as a rare surviving example of a cob building in Christchurch, and as a rare example of the apparent translation of a vernacular British domestic model into New Zealand. The dwelling has contextual significance in relation to its immediate garden setting and wider rural context. The dwelling and its setting have archaeological significance because they have the potential to provide archaeological evidence relating to past building construction methods and materials, and human activity on the site, including that which occurred prior to 1900.

REFERENCES:

CCC Heritage File 63 *Savills Rd - Tiptree*

Historic place # 282 – Heritage NZ List

<http://www.heritage.org.nz/the-list/details/282>

<http://www.teara.govt.nz/en/irrigation-and-drainage/page-2>

Star 27 January 1898, p. 4.

REPORT DATED: 13/03/2015

PLEASE NOTE THIS ASSESSMENT IS BASED ON INFORMATION AVAILABLE AT THE TIME OF WRITING. DUE TO THE ONGOING NATURE OF HERITAGE RESEARCH, FUTURE REASSESSMENT OF THIS HERITAGE ITEM MAY BE NECESSARY TO REFLECT ANY CHANGES IN KNOWLEDGE AND UNDERSTANDING OF ITS HERITAGE SIGNIFICANCE.

PLEASE USE IN CONJUNCTION WITH THE CCC HERITAGE FILES.

Notified 25 July 2015

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Christchurch
City Council 

7. Heritage Incentive Grant Approval for 209 Tuam Street, Christchurch

Reference: 17/194470

Contact: Brendan Smyth brendan.smyth@ccc.govt.nz 941 8934

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Social and Community Development Committee to recommend Council approve a Heritage Incentive Grant for work at the building at 209 Tuam Street, Christchurch.

Origin of Report

- 1.2 This report is staff generated in response to an application for Heritage Incentive Grant funding from the building owner.

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 heritage classification of the building and the amount of funding requested being less than \$500,000.

3. Staff Recommendations

That the Social and Community Development Committee recommend to Council to:

1. Approve a Heritage Incentive grant of up to \$55,931 for conservation and maintenance work for the protected heritage building located at 209 Tuam Street, Christchurch.
2. Note that payment of this grant is subject to the applicants entering a 20 year limited conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.

4. Key Points

- 4.1 This report supports the [Council's Long Term Plan \(2015 - 2025\)](#):
 - 4.1.1 Activity: Heritage Protection
 - Level of Service: 1.4.2 All grants meet Heritage Incentives Grants policy and guidelines
- 4.2 The following feasible options have been considered:
 - Option 1 - Fifty per cent grant support of eligible items (preferred option)
 - Option 2 - Thirty per cent grant support of eligible items.
- 4.3 Option Summary - Advantages and Disadvantages (Preferred Option)
 - 4.3.1 The advantages of this option include:

- The work will ensure the future protection and ongoing use of this significant heritage building. This application meets all the criteria for a grant as provided in the Heritage Incentive Grants Policy – Operational Guidelines.
- The building will continue to be a notable feature in the street scene and townscape of Christchurch.

4.3.2 The disadvantages of this option include:

- This is a relatively large grant to a single building however the sum is not a significant proportion of the total grant funds for the 2016/2017 financial year.

5. Context/Background

Building Status

- 5.1 The building at 209 Tuam Street, is listed as a Group 1 'Highly Significant' building in the New Christchurch District Plan. The building is not registered by Heritage New Zealand Pouhere Taonga (HNZPT). Refer to Attachment A "Statement of Significance" for further information.
- 5.2 The current owner of the building and applicant for the grant is 'Handmade HFS Limited'. The building has been the subject of previous Council Heritage Incentive Grant funding. This was a grant of \$12,067 to assist with a new roof and the removal of redundant water tanks in early 2012.

Photograph, December 2014. M. Vairpiova.



6. Option 1 - Heritage Incentive Grant of 50% of the cost of the repair and maintenance works (preferred)

Option Description

- 6.1 The building is a four storey reinforced concrete structure with stone cladding and steel framed windows. The original building dates from 1932 with the extension to the west side dating from the 1960's. The building was designed as a post office and telegraph service centre with staff offices above by the Government Architect, John Mair, in a stripped classical style. The building has a substantial, relatively solid, base which supports the three storey high fluted pilasters which in turn support a large roof level frieze and balustrade. The lower levels are formed in unpainted stone but the upper levels were always painted. The building was designed with substantial foundations and a strong super-structure in response to lessons learnt from the Napier earthquake of 1931.
- 6.2 The building sustained only minor damage in the recent series of Canterbury earthquakes and was quickly reopened for use in 2012. The layout of the building changed at this time with the former video rental store 'Alice in Videoland' moving from the ground floor of the main building into the 1960's extension. The 'C1 Espresso' café formerly located across High Street replaced 'Alice in Videoland' on the ground floor.
- 6.3 The building requires regular painting and due to the scale of the building this is an onerous task, requiring full scaffolding and a specialist painting contractor. The proposed grant would support the work associated with retaining the heritage fabric of the building. The owner is committed to the ongoing use and future maintenance of the building.
- 6.4 All relevant costs of the works have been summarized as outlined in the table below:

Particulars	Costs (GST exclusive)
Preparation, painting of the façade and restoration of original features including roof top flagpoles.	\$111, 862
Total of conservation and restoration related work	\$111,862

- 6.5 The Operational Guidelines for the Heritage Incentive Grants Policy provide for a grant of up to fifty percent of the total heritage related costs. The building has high historical and architectural value and retention and repair is worthy of support. It is proposed that a grant of fifty percent would be appropriate for this project.

Proposed heritage grant (fifty per cent)	\$55,931
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Significance

- 6.6 The level of significance of this option is low consistent with Section 2 of this report. There are no engagement requirements in the Operational Guidelines or Policy for this grant scheme.

Impact on Mana Whenua

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

Community Views and Preferences

- 6.8 The Heritage Incentive Grants Scheme is aligned to the Community Outcomes '*The city's heritage and taonga are conserved for future generations*' and '*The central city has a distinctive character and identity*'. Heritage Incentive Grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for these outcomes.

Alignment with Council Plans and Policies

- 6.9 The recommendations of this report align with the relevant strategies, plans and policies as listed below:
- 6.9.1 Christchurch Central Recovery Strategy
 - 6.9.2 Christchurch District Plan
 - 6.9.3 Heritage Conservation Policy
 - 6.9.4 Greater Christchurch Urban Development Strategy
 - 6.9.5 New Zealand Urban Design Protocol
 - 6.9.6 International Council on Monuments and Sites (ICOMOS) New Zealand Charter 1993 for

Financial Implications

Cost of Implementation -

Annual Budget for the Heritage Incentive Grant (HIG) fund	\$740,800.00
Approved grant to 34 St David's Street, Lyttelton	\$13,462.00
Approved grant to 13 Oxford Street, Lyttelton	\$29,250.00
Approved grant to 39 Kahu Road, Christchurch (War Memorial)	\$3,312.00
Approved grant to 75 St David's Street, Lyttelton	\$127,415.00
Approved grant to 311 Montreal Street, Christchurch	\$3,667.00
Approved grant to 39 Kahu Road, Christchurch	\$62,326.00
Proposed grant to 37 Valley Road, Cashmere	\$39,889.00
Proposed grant to 209 Tuam Street	\$55,931
Total Available Funds 2016/2017	\$405,548

- 6.10 The Heritage Protection activity includes the provision of advice, the heritage grants schemes, heritage recovery policy, and heritage education and advocacy. The Council aims to maintain and protect built, cultural and natural heritage items, areas and values which contribute to a unique city, community identity, character and sense of place and provide links to the past. The Council promotes heritage as a valuable educational and interpretation resource which also contributes to the tourism industry and provides an economic benefit to the city.
- 6.11 Heritage Incentive Grants and conservation covenants provide financial assistance for the maintenance and enhancement of heritage areas and buildings.
- 6.12 Funding source - The Heritage Incentive Grant budget is an annual fund provided for in the 2015-25 Long Term Plan.

Legal Implications

- 6.13 Heritage Incentive Grants and conservation covenants provide financial assistance for the maintenance and enhancement of heritage areas and buildings.
- 6.14 Limited conservation covenants are required under the Heritage Conservation Operational Guidelines for properties receiving Heritage Incentive Grants of \$15,000 to \$149,999. A full covenant is required for grants of \$150,000 or more.
- 6.15 Covenants are a comprehensive form of protection of the buildings because they are registered against the property title, ensuring that the Council's investment is protected. A Limited conservation covenant will be required in association with this grant with a life of twenty years being suggested as an appropriate length of time.

Risks and Mitigations

- 6.16 The grant scheme only allows funds to be paid out upon completion of the works and upon presentation of receipts. This ensures that the grant scheme is effective and that funds are not diverted or lost. Covenants also act as a protective mechanism, ensuring the building is retained once the work is undertaken.

Implementation

- 6.17 Implementation dependencies - The grant recipient is expected to acquire all resource, building and other consents required for the works.
- 6.18 Implementation timeframe - The grant recipient has an eighteen month time period to undertake the works and to claim the grant. An application to extend this timeframe can be made to the Committee.

Option Summary - Advantages and Disadvantages

- 6.19 The advantages of this option include:
- The work will ensure the future protection and ongoing use of this significant heritage building. This application meets all the criteria for a grant as provided in the Heritage Incentive Grants Policy – Operational Guidelines.
 - The building will continue to be a notable feature in the street scene and townscape of Christchurch.
- 6.20 The disadvantages of this option include:
- This is a relatively large grant to a single building however the sum is not a significant proportion of the total grant funds for the 2016/2017 financial year.

7. Option 2 - A lower level of funding

Option Description

- 7.1 Option 2 would be for a lower level of financial support to the project. Grant support has varied on previous projects but has been generally between thirty and fifty percent of the cost of eligible works. A lower grant of thirty percent (\$33,558) is shown in the table below. Other grant levels are obviously possible between the two options. Apart from the level of financial support, this option has all the same impacts and alignments as Option 1:

Annual Budget for the Heritage Incentive Grant (HIG) fund	\$740,800.00
Approved grant to 34 St David's Street, Lyttelton	\$13,462.00
Approved grant to 13 Oxford Street, Lyttelton	\$29,250.00
Approved grant to 39 Kahu Road, Christchurch (War Memorial)	\$3,312.00
Approved grant to 75 St David's Street, Lyttelton	\$127,415.00
Approved grant to 311 Montreal Street, Christchurch	\$3,667.00
Approved grant to 39 Kahu Road, Christchurch	\$62,326.00
Proposed grant to 37 Valley Road, Cashmere	\$39,889.00
Proposed grant to 209 Tuam Street	\$33,558
Total Available Funds 2016/2017	\$427,921

Option Summary - Advantages and Disadvantages

- 7.2 The advantages of this option include:
- Relative to Option 1, this is a lower level of financial commitment from the Council which will leave more funds available for other projects. However, the end of the financial year is

approaching and any funds remaining unallocated will not be carried forward for other projects next year.

7.3 The disadvantages of this option include:

- This would be a lower level of support from Council for a significant heritage building maintenance project at a time of significant loss and damage to heritage buildings in the Central City and Banks Peninsula.

Item 7

Attachments

No.	Title	Page
A ↓	209 Tuam Street Statement of Significance	29

Confirmation of Statutory Compliance

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

(a) This report contains:

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

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

Signatories

Author	Brendan Smyth - Team Leader Heritage
Approved By	Carolyn Ingles - Head of Urban Regeneration, Urban Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation

DISTRICT PLAN – LISTED HERITAGE PLACE
HERITAGE ASSESSMENT – STATEMENT OF SIGNIFICANCE
HERITAGE ITEM NUMBER 516
**FORMER HIGH STREET POST OFFICE AND SETTING –
209 TUAM STREET, CHRISTCHURCH**



PHOTOGRAPH: M.VAIR-PIOVA, 10/12/2014

HISTORICAL AND SOCIAL SIGNIFICANCE

Historical and social values that demonstrate or are associated with: a particular person, group, organisation, institution, event, phase or activity; the continuity and/or change of a phase or activity; social, historical, traditional, economic, political or other patterns.

The former High Street Post Office has high historical and social significance for its association with the Depression-era building programme of the first Labour government and its former use as a post office. The building was officially opened on 17 June 1932 by the Postmaster-General with the public in attendance. It replaced an earlier building and provided much needed services for business clientele in the neighbouring commercial and warehouse area of central Christchurch. Prior to the construction of the building, temporary services were afforded at premises in Lichfield Street. The building originally also housed the District Telegraph Engineer and his staff. A posting lobby, dock for mail vans and the entrance to the lift and staircase were accessed from Tuam Street. Entry to the post office

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was from High Street. The building housed the Postmaster's office, mailroom, strong room, Engineer's clerical staff, Radio Inspector's office, District and County Telegraph Engineer's offices, technical staff, engineering cadets, the drawing office, printing room and lunchroom. Only the ground floor was used for postal services, with the upper floors occupied by clerical and draughting staff of the District Telegraph Engineer. At the time it opened only one of New Zealand's suburban post offices was said to be larger.

Following the closure and downsizing of postal services, the building has since 1992 been associated with the long-running video rental business Alice in Videoland (est. 1985). In the late 1990s other occupants included an Electoral Office, and Maori Women's Welfare League. The building passed into private ownership in 1998. In 2010 the building's tenants included a private box mail sorting area, Alice in Videoland, the Physics Room Art Gallery, and a hairdressing salon. It suffered little damage and was repaired following the 2010 and 2011 Canterbury earthquakes with some internal alterations carried out at the same time to house the C1 Café in the principal section facing High Street.

CULTURAL AND SPIRITUAL SIGNIFICANCE

Cultural and spiritual values that demonstrate or are associated with the distinctive characteristics of a way of life, philosophy, tradition, religion, or other belief, including: the symbolic or commemorative value of the place; significance to Tangata Whenua; and/or associations with an identifiable group and esteemed by this group for its cultural values.

The former High Street Post Office has cultural significance associated with its former use as a post office and its change of use to commercial operations reflecting the societal changes in the postal system and service offered by the Post Office. It has cultural significance for the community through its current use as a gallery space, small theatre and café.

ARCHITECTURAL AND AESTHETIC SIGNIFICANCE

Architectural and aesthetic values that demonstrate or are associated with: a particular style, period or designer, design values, form, scale, colour, texture and material of the place.

The former High Street Post Office has high architectural significance for its Stripped Classical style designed by John Mair, the Government Architect, in 1930. Mair (1876-1959) was born in Invercargill and educated at the University of Pennsylvania. After a period in private practise on his return to New Zealand, Mair was appointed Inspector of Military Hospitals by the Defence Department in 1918, and in 1920 he became architect to the Department of Education. Following the retirement of John Campbell in 1922, Mair was appointed Government Architect, a position which he held until his retirement in 1942. Mair was a highly regarded member of the profession and his oeuvre reflects changing tastes in government architectural imagery. Heritage New Zealand lists six post offices around New Zealand erected during Mair's tenure as Government Architect, including those in Hastings (c.1932), Dunedin (1937), Devonport (1938), and Lower Hutt (1940-43).

The former High Street Post Office is four stories high, with two principal decorative elevations facing east and south. The other elevations are more utilitarian in character. The building follows the American skyscraper classical column analogy, with a ground floor 'base', central 'shaft' with fluted pilasters and Doric capitals, and a defined 'capital', with a cornice and open balustraded parapet. Window openings are large, and joinery is of steel. Bronze panels with garland motifs are located at second and third floor level. Two torchere lights in metal and glass are located at either side of the High Street entrance. The entrance steps, transom over the entrance portal and the walls of the entrance porch are lined with a

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dado of grey and black marble. William Williamson, who also built hydroelectric power station and sand freezing works, was the contractor. With the exception of the doors, structural steel and glass, the materials used in construction were all sourced in New Zealand, as per government policy of the day. Rimu, kauri and totara were specified for the interior work, the granite was sourced from the Coromandel and the marble from Takaka. Messrs W Toomey and Co. was responsible for the brass counter grilles, the bronze coat of arms was originally located over the main entrance but now removed, the lap brackets, and other metalwork. The building has been altered with internal fitouts for different tenants over time. In the late 1960s tenders were called for a single-storey addition to the west of the original building, as well as alterations to the original building. Some alterations to accommodate new uses have also been made in particular post the 2010-2011 earthquakes.

TECHNOLOGICAL AND CRAFTSMANSHIP SIGNIFICANCE

Technological and craftsmanship values that demonstrate or are associated with: the nature and use of materials, finishes and/or technological or constructional methods which were innovative, or of notable quality for the period.

The former High Street Post Office has high technological and craftsmanship significance for what it may reveal of interwar construction methods, materials, fixtures and fittings. It has technological significance for the use of reinforced concrete construction with marble and granite facings and steel windows. It was announced in 1930 that the new post office was to be built of brick however the impact of the 1931 Hawke's Bay and the new national building standards for earthquake safety that followed meant a change to reinforced concrete construction. The speed with which the building was redesigned for reinforced concrete construction is indicative of the leading role the government played in responding to the implications of the Hawke's Bay earthquake. The former High Street Post Office has craftsmanship significance for its external classical detailing which evidences skills and techniques of the time.

CONTEXTUAL SIGNIFICANCE

Contextual values that demonstrate or are associated with: a relationship to the environment (constructed and natural), a landscape, setting, group, precinct or streetscape; a degree of consistency in terms of type, scale, form, materials, texture, colour, style and/or detail; recognised landmarks and landscape which are recognised and contribute to the unique identity of the environment.

The former High Street Post Office and its setting has high contextual significance for its setting, landmark status and contribution to a group. Prior to the 2010 and 2011 Canterbury earthquakes the building stood in an area of Victorian and Edwardian commercial building, remnants of which survive. The location of the building on a prominent corner site, fronting on to one of the city's triangle reserves, enhances the building's landmark status, as does its architectural style and its high profile and long-standing tenant, Alice in Videoland. A road was originally located directly in front of the building, between it and the triangle reserve. This road has since been closed to traffic and is a paved pedestrian area. The building also relates to the Chief Post Office in Cathedral Square, as two extant examples of the evolution of government architecture in the city. The setting of the building consists of the area of land covered by the building, and the small unbuilt service area to the north of the building.

ARCHAEOLOGICAL AND SCIENTIFIC SIGNIFICANCE

Archaeological or scientific values that demonstrate or are associated with: the potential to provide information through physical or scientific evidence an understanding about social

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historical, cultural, spiritual, technological or other values of past events, activities, structures or people.

The former High Street Post Office and its setting has archaeological significance because it has potential to provide archaeological evidence relating to construction methods and materials, and other human activity, including that which pre-dates 1900. The 1862 and 1877 maps of the central city show that buildings were on and/or near the site of the former Post Office in the 19th century.

ASSESSMENT STATEMENT

The former High Street Post Office and its setting has high overall significance to Christchurch, including Banks Peninsula for its association with the nation-wide building programme of the first Labour government and its former use as a post office. The building has historical significance for its use of a variety of services. It originally housed the District Telegraph Engineer and his staff, a posting lobby, dock for mail vans, the Postmaster's office, mailroom, strong room, Engineer's clerical staff, Radio Inspector's office, District and County Telegraph Engineer's offices, technical staff, engineering cadets, the drawing office, printing room and lunchroom. Only the ground floor was used for public postal services. The former High Street Post Office has cultural significance associated with its former use as a post office. It also has cultural significance for the community through its current use as a gallery space, small theatre and café. The building has high architectural significance for its design by Government Architect J T Mair in the Stripped Classical style. The former High Street Post Office has high technological significance for what it may reveal of interwar construction methods, materials, fixtures and fittings and its earthquake-resistant construction in reinforced concrete, and craftsmanship significance for the use of New Zealand materials and the quality of their use in the design. The building has high contextual significance as an inner-city landmark both before and since the Canterbury earthquakes. The former High Street Post Office and its setting has archaeological significance because it has potential to provide archaeological evidence relating to construction methods and materials, and other human activity, including that which pre-dates 1900.

REFERENCES:

'High Street Post Office' Archives New Zealand
<http://archives.govt.nz>

RMA 92019824 & RMA 92020189 – Christchurch City Council, 2012

<http://www.highstreetstories.co.nz/stories/95-the-high-street-post-office—standing-proud>

<https://www.facebook.com/Highstreetprecinctproject>

REPORT DATED: 25 JANUARY 2015

Notified 25 July 2015

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Christchurch
City Council 

8 Approval of an extension of time for a Heritage Incentive Grant for 5 Norwich Quay

Reference: 17/220717

Contact: Brendan Smyth Brendan.Smyth@ccc.govt.nz

941 8934

1. Purpose and Origin of Report

Purpose of Report

- 1.1 The purpose of this report is for the Social and Community Development Committee to seek approval from Council for an extension of time of one year for a previously approved Heritage Incentive Grant for the heritage building located at 5 Norwich Quay, Lyttelton, the former Lyttelton Harbour Board 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 Social and Community Development Committee recommend to Council to:

1. Approve an extension of time of one year for the uptake of the Heritage Incentive Grant previously approved for 5 Norwich Quay, Lyttelton. The new completion date for the project would be 23 March 2018.

4. Key Points

- 4.1 A heritage incentive grant of \$333,548 was approved by the Community Housing and Economic Development Committee on 3 September 2015 and by Council on 24 September 2015 to assist with works to the heritage building at 5 Norwich Quay, Lyttelton. Written notice of the grant approval was sent to the applicants and owners of the property on 2 October 2015.
- 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 This complex project involved the replacement of the upper storey of the former Harbour Board Building which was removed following significant earthquake damage. The repair and rebuild works covered by the grant have been underway for most of the past year but have taken longer than anticipated to complete. This has been due largely to difficulties with the design of the first floor extension and how it relates to the retained heritage fabric of the ground floor (see further discussion below). Consequently the applicants are seeking an extension of time to enable them to continue with the completion of the works to this very important heritage building.

5. Context/Background



Photograph of 5 Norwich Quay, September 2012

Brief History of the building and renovation project

- 5.1 The Lyttelton Harbour Board Building was designed in 1879 for the Harbour Board by the Christchurch architect Frederick Strouts in a Venetian Gothic style. The building facades were formed in high quality brickwork with details added in plaster. These details included roof top and mid-façade richly decorated cornices along with 'eyebrow' features above the arched windows. The building has a splayed north-west corner and this is the location of the main entrance which was emphasised with an unusual triangular shaped brick gable feature. At ground floor level there is a large painted plaster section which includes double columns either side of the main entrance. The ground floor windows are large sash windows with deep reveals. The building originally had a parapet which concealed the simple corrugated iron pitched roof. The basement had exposed brick arches.
- 5.2 The function of the building has changed over the years from the Harbour Board Offices with Boardroom above, up until 1962, to a café with offices on the first floor. However, the building's principal façades remained unaltered and the interior retained much of the original materials including the staircase and the panelling to the boardroom. In the early 2000's an extension was added on the southern side of the building in a contrasting brutalist style with exposed aggregate concrete panels. However, this extension is clearly separated from the brick building with a deep recess and a section of glazed wall on the western façade. Hence the original brick portion still reads as a separate building when viewed from the street.
- 5.3 Although the building did not collapse, the earthquake damage to the structural masonry of the building was significant enough to warrant the careful removal of the upper portion including the parapet and the roof. A temporary roof was installed over the remaining ground floor which has been effective at protecting and preserving the building fabric below.
- 5.4 The owners are in the process of adding a new first floor to the building with a footprint that will closely match the one below. The proposed additions and internal modifications have been approved by Council under RMA 92027078. The project will see the creation of a new first floor

which echoes the form, rhythm and scale of the original lost element. However, it will not be in brick but in a lighter weight aerated concrete material with a plaster finish. The grant will support the work associated with retaining the heritage fabric of the building. With the completion of the works outlined, the building will meet the Building Code requirements and the owner is committed to the reuse and maintenance of the building.

- 5.5 The building's owners and the applicants for the grant are 'Water Qual Limited'.
- 5.6 As noted above, the works have taken longer than anticipated by the contractor and building owner due to the need to design and modify architectural and engineering details as the work progresses. The new portions of the building on the first floor have to connect to the remaining heritage fabric of the ground floor but the condition of the existing material was unknown until the later stages of the project when other fabric was removed. The roof of the new building also had to be redesigned at a relatively late stage due to steelwork size changes which effected the plans to deal with rainwater removal. All of these issues have now been successfully resolved with no adverse impact on the project overall.



Photograph, 2011 with original upper storey still in place.

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

Author	Brendan Smyth - Team Leader Heritage
Approved By	Carolyn Ingles - Head of Urban Regeneration, Urban Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation

9. Free Theatre Incorporated Application to the 2016/17 Metropolitan Discretionary Response Fund

Reference: 17/279907

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 Social and Community Development Committee to consider an application to the 2016/17 Metropolitan Discretionary Response Fund, from The Free Theatre Incorporated and to approve or decline this application.

Origin of Report

- 1.2 This report to the Social and Community Development Committee, was requested by the Council at its meeting of 2 March 2017, where the Council resolved to:
- *Refer the application from the Free Theatre Incorporated for Free Theatre – Wages of the Manager and Administrator to the Social and Community Development Committee for consideration and delegates the decision on this application to the Committee.*

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 Social and Community Development Committee:

1. Receive the information contained within this report and the attached decision matrix.
2. Consider this funding request from the Free Theatre Incorporated.

4. Key Points

- 4.1 Following the Council meeting of 2 March 2017 where staff recommended to decline the Free Theatre's request for Discretionary Response Funding, Council resolved to refer the application to the Social and Community Development Committee for further consideration and delegated authority to this Committee to approve or decline the application.
- 4.2 At the time of writing this report, the balance remaining in the 2016/17 Metropolitan Discretionary Response Funds is \$48,528. There are two further applications awaiting decision with staff recommendations totalling \$8,300.

5. Context/Background

Application to the Metropolitan Discretionary Response Fund – The Free Theatre Inc.

- 5.1 The Free Theatre submitted an application to the 2016/17 Metropolitan Discretionary Response Fund, requesting \$23,000 towards the salaries for its Administrator and Manager. Staff assessed the application and put forward to Council a staff recommendation to decline the application for funding.
- 5.2 The organisation was approved a grant of \$7,000 from the 2016/17 Metropolitan Strengthening Communities Fund towards the salary of its Administrator, therefore the Metropolitan Discretionary Response Fund staff panel recommended to decline this application.
- 5.3 Specific information about the Free Theatre Inc. and this application for funding is contained within the attached decision matrix.

Attachments

No.	Title	Page
A ↓	Free Theatre Inc. - Decision Matrix	39

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

Author	Mike Pursey - Team Leader Community Funding
Approved By	Claire Phillips - Manager Community Support 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 significantly to Funding Outcomes and Priorities. Highly recommended for funding.
Two	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities. Recommended for funding.
Three	Meets all eligibility criteria and contributes to Funding Outcomes and Priorities but to a lesser extent than Priority 2 applications. Not recommended for funding.
Four	Meets all eligibility criteria and has minimum contribution to Funding Outcomes and Priorities / Insufficient information provided by applicant (in application and after request from Advisor) / Other funding sources more appropriate. Not recommended for funding.

00055977	Organisation Name Free Theatre Incorporated	Project Name and Description Free Theatre - Wages of Manager and Administrator 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.	Project Details Staff: 2 Volunteers: 15 Participants: 12,000 User Fees: Ticket sales	Project Funding CCC Funding History (This Project Only) 2016/17 - \$7,000 (Administrator Wages) SCF Other Sources of Funding (This Project Only) Rata - \$25,000, CCC Strengthening Communities - \$7,000, Other - \$3,498 (Pending for camera and marketing)	Total Cost \$148,560	Amount Requested \$23,000 15% percentage requested Contribution Sought Towards: Salary/Wages - \$23,000	Staff Recommendation \$ That the Council declines a grant to Free Theatre Incorporated for Free Theatre - Wages of the manager and administrator.	Priority 3
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Organisation Details 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 Organisation Description/Objectives: 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 build the profile of Free Theatre, the Arts Centre and Christchurch as a place for innovation and experimentation. CCC Funding History 2016/17 - \$7,000 (Administrators Wages) SCF 2015/16 - \$10,000 (New Works, Education) SCF 2014/15 - \$20,000 (Development Project) SCF 2012/13 - \$20,000 (Project Manager) DRF	Alignment with Council Strategies and Board Objectives <input type="checkbox"/> Strengthening Communities Strategy <input type="checkbox"/> Arts Policy and Strategy Alignment with Council Funding Outcomes <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 How Much Will The Project Do? (Measures) 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. How Will Participants Be Better Off? 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.	Staff Assessment 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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10. Chairperson's Report of the Multicultural Subcommittee

Reference: 17/237710

Contact: Jimmy Chen jimmy.chen@ccc.govt.nz 941 8999

1. Purpose of Report

The purpose of this report is to provide the Social and Community Development Committee with a copy of the minutes of the Multicultural Subcommittee meeting held on 3 March 2017.

2. Staff Recommendations

That the Social and Community Development Committee:

1. Receive the information in the Chairperson's report.

3. Key Points

- 3.1 The Multicultural Subcommittee held a meeting on Friday 3 March 2017, and the minutes from that meeting are attached for the Social and Community Development Committee's information.
- 3.2 In addition, the Multicultural Subcommittee members asked staff to liaise with the relevant community networks/forums about the Multicultural Subcommittee and the process those networks/forums would take to meet with the Subcommittee.
- 3.3 The Multicultural Subcommittee members asked staff to update them regularly on the progress of the Multicultural Strategy.

Attachments

No.	Title	Page
A ↓	Multicultural Subcommittee - Draft Minutes - 3 March 2017	42

Signatories

Author	Liz Ryley - Committee Advisor
Approved By	Lester Wolfreys - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Customer and Community



Multicultural Subcommittee OPEN MINUTES

Date: Friday 3 March 2017
Time: 1.10pm
Venue: Committee Room 2, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present
Chairperson
Members

Councillor Jimmy Chen
Councillor Mike Davidson
Councillor Anne Galloway
Councillor Glenn Livingstone

7 March 2017

Claire Phillips
Principal Advisor
Tel: 941 5408

Liz Ryley
Committee Advisor
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To view copies of Agendas and Minutes, visit:
www.ccc.govt.nz/Council/meetingminutes/agendas/index

Multicultural Subcommittee
03 March 2017

Christchurch
City Council 

Part A Matters Requiring a Council Decision

Part B Reports for Information

Part C Decisions Under Delegation

The agenda was dealt with in the following order.

1. Apologies

Part C

There were no apologies.

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Deputations by Appointment

Part B

- 3.1 Mike Fowler, Sarah Denny, Lesley Cowdy and Mastura Abd Rahman spoke on behalf of Hagley College regarding a Hagley project proposal for a multicultural centre for refugee and migrant communities in Christchurch. They responded to questions of clarification from the Subcommittee.

Committee Resolved MCSC/2017/00001

Part C

That the Multicultural Subcommittee:

1. Thanks the Hagley College representatives for their deputation on a Multicultural Centre for Refugee and Migrant Communities in Christchurch.
2. Receives the information in the deputation.
3. Requests staff to work closely with Hagley College on the process for submitting to the Council's Annual and Long-term Plans, on the Multicultural Centre.
4. Requests staff to report to the Multicultural Subcommittee on the Multicultural Centre project, including information on community support, co-creation, funding, and the long-term future of the building.

Councillor Chen/Councillor Galloway

Carried

4. Presentation of Petitions

Part B

There was no presentation of petitions.

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Multicultural Subcommittee
03 March 2017

Christchurch
City Council 

Meeting concluded at 2.16pm.

CONFIRMED THIS 26TH DAY OF MAY 2017

COUNCILLOR JIMMY CHEN
CHAIRPERSON

DRAFT

Attachment A
Item 10