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## **Sustainability and Community Resilience Committee**

### **AGENDA**

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

An ordinary meeting of the Sustainability and Community Resilience Committee will be held on:

**Date:** Thursday 27 February 2020  
**Time:** 9.30am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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#### **Membership**

Chairperson	Councillor Sara Templeton
Deputy Chairperson	Councillor Melanie Coker
Members	Mayor Lianne Dalziel
	Deputy Mayor Andrew Turner
	Councillor Jimmy Chen
	Councillor Catherine Chu
	Councillor Pauline Cotter
	Councillor James Daniels
	Councillor Mike Davidson
	Councillor Anne Galloway
	Councillor James Gough
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Phil Mauger
	Councillor Jake McLellan
	Councillor Tim Scandrett

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**21 February 2020**

#### **Principal Advisor**

Mary Richardson  
General Manager Citizens &  
Community  
Tel: 941 8999

Aidan Kimberley  
Committee and Hearings Advisor  
941 6566  
aidan.kimberley@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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

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

## Developing Resilience in the 21st Century

Strategic Framework



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

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

### Ōtautahi–Christchurch is a city of opportunity for all

Open to new ideas, new people and new ways of doing things – a city where anything is possible

#### Principles

Being open,  
transparent and  
democratically  
accountable

Promoting  
equity, valuing  
diversity and  
fostering inclusion

Taking an inter-generational approach  
to sustainable development,  
prioritising the social, economic  
and cultural wellbeing of  
people and communities  
and the quality of the  
environment, now  
and into the  
future

Building on the  
relationship with  
Te Rūnanga o Ngāi Tahu  
and the Te Hononga–Council  
Papatipu Rūnanga partnership,  
reflecting mutual understanding  
and respect

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

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

#### Community Outcomes

##### Resilient communities

Strong sense of community  
Active participation in civic life  
Safe and healthy communities  
Celebration of our identity  
through arts, culture, heritage,  
sport and recreation  
Valuing the voices of all cultures  
and ages (including children)

##### Liveable city

Vibrant and thriving city centre  
Sustainable suburban and  
rural centres  
A well connected and accessible  
city promoting active and  
public transport  
Sufficient supply of, and  
access to, a range of housing  
21st century garden city  
we are proud to live in

##### Healthy environment

Healthy water bodies  
High quality drinking water  
Unique landscapes and  
indigenous biodiversity are  
valued and stewardship  
exercised  
Sustainable use of resources  
and minimising waste

##### Prosperous economy

Great place for people, business  
and investment  
An inclusive, equitable economy  
with broad-based prosperity  
for all  
A productive, adaptive and  
resilient economic base  
Modern and robust city  
infrastructure and community  
facilities

#### Strategic Priorities

Enabling active  
and connected  
communities  
to own their future

Meeting the challenge  
of climate change  
through every means  
available

Ensuring a high quality  
drinking water supply  
that is safe and  
sustainable

Accelerating the  
momentum  
the city needs

Ensuring rates are  
affordable and  
sustainable

#### Ensuring we get core business done while delivering on our Strategic Priorities and achieving our Community Outcomes

Engagement with  
the community and  
partners

Strategies, Plans and  
Partnerships

Long Term Plan  
and Annual Plan

Our service delivery  
approach

Monitoring and  
reporting on our  
progress

**SUSTAINABILITY AND COMMUNITY RESILIENCE COMMITTEE OF THE WHOLE - TERMS OF REFERENCE**  
**/ NGĀ ĀRAHINA MAHINGA**

<b>Chair</b>	Councillor Templeton
<b>Deputy Chair</b>	Councillor Coker
<b>Membership</b>	The Mayor and All Councillors
<b>Quorum</b>	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.
<b>Meeting Cycle</b>	Monthly
<b>Reports To</b>	Council

***Delegations***

The Council delegates to the Sustainability and Community Resilience Committee authority to oversee and make decisions on:

- Enabling active citizenship, community engagement and participation
- Implementing the Council's climate change initiatives and strategies
- Arts and culture including the Art Gallery
- Heritage
- Housing across the continuum of social, affordable and market housing, including innovative housing solutions that will increase the supply of affordable housing
- Overseeing the Council's housing asset management including the lease to the Otautahi Community Housing Trust
- 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
- Hagley Park, including the Hagley Park Reference Group
- Community facilities and assets
- Suburban Master Plans and other local community plans
- Implementing public health initiatives
- Community safety and crime prevention, including family violence
- Civil defence including disaster planning and local community resilience plans
- Community events, programmes and activities
- Community development and support, including grants and sponsorships
- The Smart Cities Programme
- Council's consent under the terms of a Heritage Conservation Covenant
- Council's consent to the removal of a Heritage Conservation Covenant from a vacant section.

### **Bylaws**

The Council delegates to the Committee authority to:

- Oversee the development of new bylaws within the Committee's terms of reference, up to and including adopting draft bylaws for consultation.
- Oversee the review of the following bylaws, up to and including adopting draft bylaws for consultation.
  - Alcohol Restrictions in Public Places Bylaw 2018
  - Brothels Bylaw 2013
  - Cemeteries Bylaw 2013
  - Dog Control Policy and Bylaw 2016
  - Freedom Camping Bylaw 2015
  - General Bylaw 2008
  - Parks and Reserves Bylaw 2018
  - Public Places Bylaw 2018

### **Community Funding**

The Council delegates to the Committee authority to make decisions on the following funds, where the decision is not already delegated to staff:

- Heritage Incentive Grant Applications
- Extensions of up to two years for the uptake of Heritage Incentive Grants
- Applications to the Events and Festivals Fund
- Applications to the Capital Endowment Fund
- Applications to the Enliven Places Projects Fund
- Applications to the Innovation and Sustainability Fund
- Applications to the Metropolitan Strengthening Communities Fund *[The Funding Committee will make recommendations on applications to this fund and report back to this Committee]*

### **Limitations**

- This Committee does not have the authority to set project budgets, identify preferred suppliers or award contracts. These powers remain with the Finance and Performance Committee.
- The general delegations to this Committee exclude any specific decision-making powers that are delegated to a Community Board, another Committee of Council or Joint Committee. Delegations to staff are set out in the delegations register.
- The Council retains the authority to adopt policies, strategies and bylaws.

***Chairperson may refer urgent matters to the Council***

As may be necessary from time to time, the Committee Chairperson is authorised to refer urgent matters to the Council for decision, where this Committee would ordinarily have considered the matter. In order to exercise this authority:

- The Committee Advisor must inform the Chairperson in writing the reasons why the referral is necessary
- The Chairperson must then respond to the Committee Advisor in writing with their decision.
- If the Chairperson agrees to refer the report to the Council, the Council may then assume decision-making authority for that specific report.

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

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Karakia Whakamutunga

## Karakia Timatanga

### 1. Apologies / Ngā Whakapāha

An apology was received from Councillor Chu.

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

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

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

That the minutes of the Sustainability and Community Resilience Committee meeting held on [Thursday, 28 November 2019](#) be confirmed (refer page 8).

### 4. Public Forum / Te Huinga Whānui

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

#### 4.1 Stephen McPaike

Stephen McPaike will speak regarding alcohol related harm in the community.

#### 4.2 New Zealand Opera

Anna Hoetjes will speak on behalf of New Zealand Opera.

#### 4.3 Gap Filler

Ryan Reynolds will speak on behalf of Gap Filler.

#### 4.4 The Green Lab

Khye Hithcock will speak on behalf of The Green Lab.

#### 4.5 Life in Vacant Spaces

High Nicholson and Rachel Welfare will speak on behalf of Life in Vacant Spaces.

#### 4.6 Kelpn Limited

Abel Goremusandu and Jaclyn Phillott will speak on behalf of Kelpn Limited regarding sustainable packaging.

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

#### 5.1 Community and Public Health

Bek Parry will speak on behalf of Community and Public Health regarding the Update on the Implementation of the Council's Healthy Food Action Plan 2017.

### 6. Petitions / Ngā Pākikitanga

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

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## Sustainability and Community Resilience Committee OPEN MINUTES

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**Date:** Thursday 28 November 2019  
**Time:** 9.33am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Councillor Sara Templeton
Deputy Chairperson	Councillor Melanie Coker
Members	Mayor Lianne Dalziel
	Deputy Mayor Andrew Turner
	Councillor Jimmy Chen
	Councillor Catherine Chu
	Councillor Pauline Cotter
	Councillor James Daniels
	Councillor Mike Davidson
	Councillor Anne Galloway
	Councillor James Gough
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Phil Mauger
	Councillor Jake McLellan
	Councillor Tim Scandrett

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28 November 2019

**Principal Advisor**

Mary Richardson  
General Manager Citizens &  
Community  
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- Part A Matters Requiring a Council Decision**  
**Part B Reports for Information**  
**Part C Decisions Under Delegation**
- 

**Karakia Timatanga:** Delivered by Councillor Coker

The agenda was dealt with in the following order.

**1. Apologies / Ngā Whakapāha**

**Part C**  
**Committee Resolved SACRC/2019/00001**

That the apology from the Mayor for lateness be accepted.

Councillor MacDonald/Councillor Cotter

Carried

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

**Part B**  
There were no declarations of interest recorded.

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

**Part B**

- 3.1** Sue Harrison, Martin Evans and Kerry Beveridge addressed the Committee on behalf of the Canterbury Property Investors Association regarding proposed changes to the Residential Tenancies Act.

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

**Part B**

**4.1 Ōtautahi Urban Guild**

James Stewart and Jason Twill spoke on behalf of the Ōtautahi Urban Guild regarding item 6 – Community Organisation Loan Scheme.

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

**Part B**

There was no presentation of petitions.

The Mayor joined the meeting at 10.33am during consideration of item 6.

## 6. Community Organisation Loan Scheme - Ōtautahi Urban Guild

### Committee Comment

The Committee did not accept the staff recommendations and approved option two as set out in the staff report. Option two is to approve the loan, subject to the conditions set out in the resolution below.

### Staff Recommendations

That the Sustainability and Community Resilience Committee:

1. Receive the information in this report and the attached Community Loans Scheme decision matrix.
2. Decline the loan application of Ōtautahi Urban Guild Ltd to fund the design and other pre-consent processes involved in building a proposed housing development on Madras Square.
3. Ask staff to meet with the Ōtautahi Urban Guild Ltd, explain the rationale behind the Council's decision and explore any other ways the two organisations can work together expedite residential development in the City Centre.

### Committee Resolved SACRC/2019/00002

That the Sustainability and Community Resilience Committee:

1. Assist an innovative initiative that aligns with Council and city strategic priorities, by approving the community loan application of Ōtautahi Urban Guild Ltd of \$450,000 for five years at an interest rate of 4.5%. The Loan is to be used for the design and other pre-consent costs toward building a housing development on Madras Square subject to the following:
  - a. The applicant make the requisite changes to their constitution to reflect a clear not-for-profit purpose and is not for the pecuniary profit of its directors; to the satisfaction of the General Manager Citizen and Community.
  - b. The payment is made in four instalments each dependent on the applicant demonstrating to Council's Head of Community Support, Governance & Partnerships that current and future instalments can be repaid. Instalments are:
    - Instalment 1: \$27,000 on signing.
    - Instalment 2: \$67,500 on completion of stages 1 and 2.
    - Instalment 3 \$85,500 on completion of stage 3.
    - Instalment 4: \$270,000 on completion of stage 5.
  - c. That the Council community loan contribution is not used for brand development or marketing.
2. Request staff to provide appropriate advice to Ōtautahi Urban Guild Ltd to help facilitate the project.

Councillor Gough/Councillor Davidson

**Carried**

Councillors Daniels, Galloway and Keown requested their votes against the resolutions be recorded.

The Mayor abstained from voting on this item.

Councillor Gough left the meeting at 10.41am and returned at 10.44am during consideration of item 7.

Councillor MacDonald left the meeting at 10.51am and returned at 10.53am during consideration of item 7.

Councillor Cotter left the meeting at 10.56am and returned at 11.01am during consideration of item 7.

## **7. Assisted Housing Programme Annual Report for the period 1 July 2018 - 30 June 2019**

### **Staff Recommendations / Ngā Tūtohu**

That the Sustainability and Community Resilience Committee:

1. Receive the information supplied in the Assisted Housing Annual Report for the period 1 July 2018 to 30 June 2019.

### **Committee Resolved SACRC/2019/00003**

#### **Part B**

That the Sustainability and Community Resilience Committee:

1. Receive the information supplied in the Assisted Housing Annual Report for the period 1 July 2018 to 30 June 2019.
2. Note that the Social Housing Working Group's report will be considered by the Council in December 2019.
3. Note that reports on Growing Social Housing and the Social Housing Strategy will be coming to the Committee in the new year.

Councillor Chen/Councillor Coker

**Carried**

The meeting adjourned at 11.16am and reconvened at 11.26am.

## **8. Heritage Incentive Grant Approval for 9 Bruce Terrace, Akaroa**

### **Committee Resolved SACRC/2019/00004**

### **Original Staff Recommendation Accepted Without Change**

#### **Part C**

That the Sustainability and Community Resilience Committee:

1. Approve a Heritage Incentive Grant of up to \$3,600 for conservation and maintenance work to the property at 9 Bruce Terrace, Akaroa.

Councillor Keown/Deputy Mayor

**Carried**

## 9. Proposed Amendments to Alcohol Restrictions in Public Places Bylaw 2018

Committee Resolved SACRC/2019/00005

Original Staff Recommendation Accepted Without Change

### Part C

That the Sustainability and Community Resilience Committee:

1. Resolves that:
  - a. with respect to the areas to which the proposed permanent alcohol ban will apply, there has been a high level of crime or disorder that has been caused or made worse by alcohol consumption; and
  - b. the alcohol ban area is appropriate and proportionate in the light of the evidence.
2. Determines that the proposed amendment to Christchurch City Council Alcohol Restrictions in Public Places Bylaw 2018 fulfils the requirements of sections 155 of the Local Government Act 2002, in that the proposed amendment is (subject to changes made as a result of consultation):
  - a. the most appropriate way of addressing the perceived problem;
  - b. the most appropriate form of bylaw amendment; and
  - c. justified as a reasonable limitation on people's rights and freedoms and is not inconsistent with the New Zealand Bill of Rights Act 1990 Act.
3. Resolves that the proposed bylaw amendment (**Attachment A**), which would create permanent alcohol ban areas for rugby league playing fields and related spaces – is adopted for consultation;
4. Notes that a hearings panel will be appointed to hear submissions on the proposed bylaw amendment, deliberate on those submissions and report to the Council on the final form of the amendment to the Bylaw in March 2020.

Councillor Scandrett/Mayor

Carried

## 10. Governance Matters

### Committee Comment

At the meeting the Committee added clauses 5c. and 5d. to the motion, regarding amendments to the Health, Safety and Wellbeing Committee and the Multicultural Committee.

Committee Resolved SACRC/2019/00006

### Part C

That the Sustainability and Community Resilience Committee:

1. Approve the following appointments, as recommended by the Mayor and Deputy Mayor:

- a. Deputy Mayor Turner to the Banks Peninsula Water Management Zone Committee.
  - b. Councillor Galloway to the Selwyn-Waihora Management Zone Committee.
  - c. Councillor Daniels to the Christchurch-West Melton Zone Committee.
  - d. Councillor Cotter to the Regional Water Management Committee.
  - e. Councillors Galloway and Daniels to the Water Management Committee Selection Working Group.
  - f. Councillor Cotter to Te Waihora Co-Governance Group.
  - g. Councillor Cotter and Deputy Mayor Turner to the Central Plains Water Joint Committee.
  - h. Councillors MacDonald, Mauger and Chen to the Canterbury Regional Landfill Joint Committee.
  - i. Councillors MacDonald, Mauger and Chen to the Canterbury Waste Joint Committee.
  - j. Deputy Mayor Turner to the Whakaraupo Partners Governance group.
  - k. Councillor Scandrett to the Summit Road Protection Authority.
  - l. Councillor Scandrett to the Summit Road Protection Authority Advisory Committee.
2. Approves that the Te Pātaka o Rākaihautū/Banks Peninsula Community Board's appointee to the Summit Road Protection Authority be the Council's second nominee to the Summit Road Protection Authority Advisory Committee.
3. Approves the recommendations of the Council Organisation Appointments Panel to appoint:
  - a. Councillor Galloway (as Chair) and Councillor Johanson to the Mayors Welfare Fund Committee.
  - b. Councillors Cotter and Davidson to Christchurch Agency for Energy Trust.
  - c. Councillor Daniels to the Avon-Heathcote Estuary Ihutahi Trust
  - d. Deputy Mayor Turner to the Rod Donald Banks Peninsula Trust
  - e. Councillor Mauger to the Nga Hau e Wha National Marae Charitable Trust.
  - f. Councillor Chen to the Riccarton House and Bush Trust (Noting that the Council's Policy for the Appointment and Remuneration of Directors to Council Organisations provides that appointments to Council-controlled Organisations are generally for no more than three terms).
  - g. Councillors Galloway and Councillor Cotter to the Creative Communities Assessment Committee.
  - h. Deputy Mayor Turner to the Banks Peninsula Predator Free Governance Group.
4. Nominates Councillor Chen for appointment to the Royal New Zealand Air Force Museum Trust Board.
5. Approves, further to the decision of Council 31<sup>st</sup> October 2019 confirming the council committee structure and membership, the membership of the following:

- a. City Momentum Committee: Mayor Dalziel and Councillor Gough (Co-chairs), Deputy Mayor Turner, Councillors Chen, Chu, Mauger, Daniels and Templeton.
- b. Central City Momentum Working Group: Councillor Gough (Chair), Councillor McLellan (Deputy Chair) Mayor Dalziel, Deputy Mayor Turner, Councillor MacDonald.
- c. Health, Safety and Wellbeing Committee: the addition of Councillors MacDonald and Mauger to the existing membership.
- d. Multicultural Committee: the addition of Councillor Galloway to the existing membership and amending the Terms of Reference in relation to “working in partnership with the existing mandated community networks” as follows:
  - Adds Canterbury Interfaith Society and other peak groups that represent the interests of many.
  - Deletes Ethnic Leaders Forum as this is now captured by the above.
6. Notes the Mayor’s appointment, under delegation, of Councillor Galloway to the Rod Donald Banks Peninsula Trust Working Party.
7. Notes that the Council’s appointments to the Canterbury Museum Trust Board will be deferred to a later meeting of Council (noting that the Canterbury Museum Trust Board Act 1993 requires the Council to make appointments within three months of the local body elections).

Mayor/Councillor Galloway

**Carried**

**Karakia Whakamutunga:** Delivered by Councillor Davidson

**Meeting concluded at 11.44am.**

**CONFIRMED THIS 27<sup>TH</sup> DAY OF FEBRUARY 2019**

**COUNCILLOR SARA TEMPLETON**  
**CHAIRPERSON**

## 7. Update on the implementation of the Council's Healthy Food Action Plan 2017

Reference / Te Tohutoro: 19/1423069

Presenter(s) / Te kaupāhō: Tony Moore, Principal Advisor Sustainability

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 To provide an update on the actions undertaken within the Healthy Food Action Plan 2017.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 In June 2017 the Council approved its Healthy Food Action Plan and most of the tasks proposed have now been completed, with some actions ongoing.
- 2.2 An overview of the actions completed is provided in **Attachment A**. Highlights include:
  - 2.2.1 Healthy Food and Drink Policy approved that encourages healthier options in all Council facilities and events;
  - 2.2.2 Allocation of 1,300 edible trees over 3 years to schools, early child care centres and community groups;
  - 2.2.3 Smart View map showing the location of 6800 fruit and nut trees planted in public places throughout the city;
  - 2.2.4 Continued support of the Food Resilience Network to deliver a wide range of projects for the community including the Edible School Hui educating teachers about growing and eating healthy food; and
  - 2.2.5 FESTA 2018 a public festival of architecture, design and food. The theme celebrating local produce, local food and beverage artisans and community food projects.
- 2.3 Most actions have been partially or fully completed and staff propose that further initiatives are considered as part of the development of climate action plans later in 2020.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. [Note the update on the Healthy Food Action Plan and that further actions will be considered in the context of the climate action planning work later in 2020.](#)

### 4. Context / Background / Te Horopaki

#### Previous decisions related to healthy food in Christchurch

- 4.1 On 29 August 2019, while making decisions on Metropolitan Strengthening Communities Funding, the Council requested staff to provide a report on the implementation of the Healthy Food Action Plan (CNCL/2019/00194).
- 4.2 The Healthy Food Action Plan was approved by the Council on 22 June 2017. This Plan was partly to respond to community concerns at the time around the number and proximity of fast food outlets to schools and in low income communities, and provide healthy alternative choices.
- 4.3 The Council's Healthy Food and Drink Policy was approved on 13 December 2018 to encourage healthier options in Council facilities and events.

- 4.4 The Council has received other advice on planning options for managing fast food outlets (and their associated signage) including reports on 17 November 2016, 11 August 2016 and 22 September 2016.
- 4.5 In 2016 the Greater Christchurch Partnership established a health and wellbeing group led by the CDHB to progress wider health and food-related policies and projects.
- 4.6 The Council had previously developed a Food Resilience Policy which was adopted in November 2014 and contains specific actions for the Council, including collaborating with the Food Resilience Network to support local projects.
- 4.7 The Council and three Community Boards have signed the Edible Canterbury Charter, developed by the Food Resilience Network, which asks signatories to support local and healthy food activities. The Council's Healthy Food and Drink Policy and Healthy Food Action Plan are good examples of the Council's contribution.

**Why responding to this issue is important**

- 4.8 A healthy and thriving local food system is vital for our social, cultural, economic and environmental wellbeing.
- 4.9 Healthy food and water are essential for life. They are a basic human need and fundamental human right. Food shapes our sense of family, our community and culture. The food system (production, distribution, consumption and disposal) also provides many jobs and is fundamental to our local economy.
- 4.10 However, our food system is currently failing many people (e.g. food insecurity, obesity, diabetes, tooth decay and cancer) and harming many of the earth's life supporting systems (e.g. biodiversity, water, waste, soil loss and greenhouse gases). This can significantly undermine our community's current and future wellbeing.
- 4.11 Effective responses require collaborative approaches in order to improve the community's access to sustainably produced, affordable and healthy food. Council has a role to play, as does the health and education system, business sector, communities and individuals.
- 4.12 By taking action and working with our communities, businesses and government agencies, Councils can help address inequality, support community wellbeing, strengthen and build resilience in our local food economy and proactively respond to waste, water quality, species loss and climate change.
- 4.13 Importantly, food can unite people. Through food policy and projects we can foster a more caring and inclusive community, celebrate our diverse food cultures, embrace our garden city identity and enjoy healthy, locally produced food.

**Implementation of the Healthy Food Action Plan**

- 4.14 The Healthy Food Action Plan contains seventeen actions (Attachment A). The actions can be grouped into the following themes:
  - a) improving the availability of healthy food options;
  - b) increasing edible planting in the city;
  - c) reducing food waste;
  - d) improving access to drinking water; and
  - e) better understanding the food system.

- 4.15 Most actions have been partially or fully completed, with only one not progressing. Eleven actions are ongoing and could continue over time, subject to additional resourcing. The Council has not previously provided any specific funding for these activities.
- 4.16 The Council has an established joint work programme with the Canterbury District Health Board (under the Healthy Christchurch Charter - Waka Toa Ora Charter). The healthy food topic aligns well with this programme and the Council's Climate Change Programme.
- 4.17 It is proposed that further initiatives will be considered as part of the development of climate action plans later in 2020. Appropriate support and resourcing can be considered and identified at this time.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">A</a>	Implementation summary of the Healthy Food Action Plan	18

## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

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

(a) This report contains:

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

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

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Tony Moore - Principal Advisor Sustainability
<b>Approved By</b>	Ceciel DelaRue - Team Leader Urban Design Carolyn Ingles - Head of Urban Regeneration, Design and Heritage Brendan Anstiss - General Manager Strategy and Transformation

## Attachment 1 - Healthy Food Action Plan Implementation Summary

This table provides an update on the actions taken in delivering the Healthy Food Action Plan. Additional actions undertaken to support local and healthy food are listed beneath the table.

Action area	Action	Actions Undertaken and Ongoing
Healthy Food	1. Christchurch City Council adopts a Healthy Food Policy for all Council owned or managed facilities and events.	<p>CCC Healthy Food and Drink Policy - <a href="https://ccc.govt.nz/healthy-food-and-drink-policy">https://ccc.govt.nz/healthy-food-and-drink-policy</a></p> <p>Healthy food options now standard in CCC facilities and events. The Healthy Food and Drink Policy did not go as far as banning unhealthy options but will encourage healthy choices (e.g. low in sugar, salt or fat).</p> <p>Events Team encourage vendors to provide healthy options at CCC Events.</p> <p>Trial underway of healthy options in vending machines located at Council facilities. Further opportunity to implement the Policy across all Council activities and locations.</p>
Food environment mapping	<p>2. a. Complete mapping of all publically available fruit and nut trees, local food markets, "edible schools", community gardens, fruit and vegetable co-ops and fresh greengrocers.</p> <p>b. Make the map available online.</p>	<p>CCC Smart View has mapped 6,800 fruit trees located in public spaces across the city. Regular updating will be required as more trees are planted or information changes. Further details in Smart View would support easier identification (e.g. photos and harvest time). <a href="https://smartview.ccc.govt.nz/">https://smartview.ccc.govt.nz/</a></p> <p>Smart View now aims to map farmers markets, green grocers and supermarkets to raise the profile of healthy food retail options.</p> <p>Edible schools and community gardens are now mapped and online at Edible Christchurch: <a href="https://ccc.govt.nz/environment/edible-christchurch">https://ccc.govt.nz/environment/edible-christchurch</a></p>
Healthy Food	3. Develop or support programmes that encourage the growing, cooking or eating of healthy food in schools and early child care centres.	<p>Council was a founding member of the Food Resilience Network (FRN) who undertake a range of actions to support this task and the local food movement in the region. A council staff member chaired FRN for two years, and staff continue to provide advice and support. <a href="https://ediblecanterbury.org.nz/">https://ediblecanterbury.org.nz/</a></p> <p>1,300 fruit trees have been donated to schools, early child care centres and community groups over 3 years.</p>

Action area	Action	Actions Undertaken and Ongoing
		<p>Bi-annual Edible School Hui have been hosted to help educate teachers about growing food and teaching healthy eating to students.</p> <p>Community Public Health (a member of FRN) run the “Health Promoting Schools” programme. <a href="https://www.cph.co.nz/your-health/health-promoting-schools/">https://www.cph.co.nz/your-health/health-promoting-schools/</a></p> <p>The Canterbury Horticultural Society (a member of FRN) support approximately 10 schools each year through the Orchards in Schools programme. <a href="https://www.chsgardens.co.nz/orchards-in-schools-progress-report/">https://www.chsgardens.co.nz/orchards-in-schools-progress-report/</a></p> <p>The CCC Innovation and Sustainability Fund supported FRN an Edible Schools catalyst role that will help schools access the various types of support available and to encourage schools to work together to raise capacity and capabilities.</p>
Food environment mapping	<p>4.</p> <p>a. Identify if there are ‘food deserts’ in Christchurch (i.e. where access to healthy food is limited).</p> <p>b. Use the results of the mapping to proactively reduce ‘food deserts’ through actions 3, 6, 7, 12 and 13.</p>	<p>Council is working with Community Public Health to identify areas lacking in healthy food options (food deserts) and areas oversupplied with unhealthy options (food swamps) and to explore policy options to influence public health outcomes.</p> <p>Canterbury University’s new Kai Topu Research Programme has food security as a key focus. The national science challenge: Better Homes, Towns and Cities – Urban Wellbeing is proposing to have food as a key research theme. Further collaboration with researchers will support investigation of this issue and potential tools.</p>
Edible plants	5. Establish an affordable supply of quality edible plants to be used for community projects in Canterbury. This could be the Green Effect Trust’s Trees for Canterbury model.	<p>Relationships with the commercial growers in Canterbury (The Heritage Fruit Archive and Tree Crops Association) have resulted in 1,300 trees being made available for the city.</p> <p>This pilot approach supports building of relationships. Ongoing collaboration with local growers and community groups will be needed to implement this opportunity.</p>
Edible plants	6. Increase edible planting on council-owned and managed land to improve accessibility to fresh, local produce.	Many community gardens are located on Council land. New sites have been established at Mount Pleasant Community Centre, The Roimata Food Commons (Radley Park) and in the central city Otakaro Orchard. Approximately 3 new community or school gardens are established each year in Christchurch.
Edible plants	7. Influence the Urban Tree Forest plans to encourage the use of edible trees.	The Council’s operationally focused Tree Policy, once completed, will support community planting activities. A broader Urban Forest Strategy is proposed that would further enable Mahinga Kai principles and practice.

Action area	Action	Actions Undertaken and Ongoing
Edible Plants	8. Engage with landscape professionals on the value, importance and practicalities of edible planting in Christchurch.	<p>The NZ Institute of Landscape Architecture encouraged to include urban food in their national conference. <a href="https://nzila.co.nz/conference/conference-programme#content">https://nzila.co.nz/conference/conference-programme#content</a></p> <p>Food Talks have been hosted each month to encourage the community and industry to explore synergies and to support the local food movement. <a href="https://www.eventbrite.co.nz/e/food-talks-localising-our-food-tickets-63862532554">https://www.eventbrite.co.nz/e/food-talks-localising-our-food-tickets-63862532554</a></p>
Water	9. Actively promote Christchurch's high quality tap water as the primary "beverage of choice"	<p>CCC is supporting local delivery of a national water refill programme that encourages the hospitality sector to offer tap water to customers and to people needing to refill water bottles (<a href="http://www.refillnz.org.nz">www.refillnz.org.nz</a>). The key aims of this are to: a) provide an additional service to people who carry their own water bottle; b) reduce plastic waste from single use bottles; c) promote the quality of tap water in Christchurch.</p>
Water	10. Investigate opportunities to improve access to drinking water in public spaces and places through provision of drinking fountains and water bottle fills	<p>CCC Smart View maps all drinking water fountains available in Christchurch. <a href="http://www.smartview.ccc.govt.nz">www.smartview.ccc.govt.nz</a>.</p> <p>Water fountains have been installed in key locations throughout the city such as along cycleways, the Avon River Precinct and near playgrounds. 16 drinking fountains are within the central city.</p> <p>Water refill stations are provided at key sporting and public events such as the Hagley Net Ball Courts and at major Summer Times events.</p>
Love Food Hate Waste	11. Establish new or build on existing sharing / gifting economy for produce and edible plants e.g. share tables, community fridges, on-line sharing platforms	<p>CCC Solid Waste Team supported the local delivery of Love Food Hate Waste programme.</p> <p>Council's Innovation and Sustainability Fund has supported the establishment of Community Pantries and Community Gardens throughout the city. Community Boards also provide support for operational expenses.</p> <p>Council has supported the establishment of the Addington Farm and Cultivate Christchurch both encourage learning and sharing of food.</p> <p>Christchurch has hosted regular Every Body Eats events where surplus and recovered food is prepared in restaurants and people "pay what they can" for meals. <a href="http://www.everybodyeats.nz">www.everybodyeats.nz</a></p> <p>Council supported City Harvest (Foodbank Canterbury) to deliver 2.2 million meals to residents. <a href="https://www.cityharvestnz.org/">https://www.cityharvestnz.org/</a></p>

Action area	Action	Actions Undertaken and Ongoing
Love Food Hate Waste	12. a. Establish a trial community fridge in a number of locations; and b. Establish guidelines for community fridges and encourage their set up	Through an internship the Solid Waste Team supported the development of a local guide for establishing and running community fridges / pantries, based on an existing Auckland guide. This is to be published and shared.
Edible plants	13. Investigate the opportunity to utilise the old Tea House in the Christchurch Botanic Gardens as an environment centre/educational facility for teaching the community how to grow and cook food, minimise food waste and compost.	Botanic Garden Tea House is now leased to the Canterbury Horticultural Society for community and educational purposes.  Curators House vegetable garden is used to host home growing courses with Sustainable Living Education Trust.
Edible plants	14. Expand the Edible Garden Awards across all wards in the District and consider introduction of a new award category in the Edible Garden Awards for businesses	Four Community Boards now offer Edible and Sustainable Garden Awards each year. Other Community Boards may decide to consider this. <a href="https://ccc.govt.nz/edible-garden-awards">https://ccc.govt.nz/edible-garden-awards</a>
Edible plants	15. Investigate establishing an edible gardens category in the Garden Pride Awards.	An approach has been made to the Beautifying Society to establish an edible category.  Council is supporting the biannual Grow Otautahi Garden Festival to promote edible gardens in homes and schools and to celebrate our garden city identity. This will also have awards for gardens or displays. <a href="https://growotautahi.org.nz/">https://growotautahi.org.nz/</a>
Green prescriptions	16. Investigate opportunities for introducing discounted recreation facility entrance fees for citizens on green prescriptions	Collaboration with Healthy Families / Sport Canterbury continues to support families and individuals needing help with food and physical exercise (green prescriptions). The government's new Healthy Active Living Programme expands on these roles.
Healthy food	17. Investigate opportunities to develop healthy options sponsorship and awards for sports and community events	Staff have approached a number of healthy food/beverage suppliers however uptake with sponsorship has been minimal. The Better Drinks Company did support some events in 2017/18.

Other food related activities:

- Christchurch hosted FESTA that showcased our local hospitality, artisan and community food and beverage producers and celebrated the cultural diversity of food in Christchurch and our garden city heritage, through a wide range of events held over a week. [www.festa.org.nz](http://www.festa.org.nz)

- The locally made documentary Edible Paradise (<https://vimeo.com/255853190>) has been screened by community groups throughout Christchurch and across New Zealand with the aim of celebrating, informing, inspiring local action. Edible Paradise was screened for Council staff and also used to initiate local community growing projects in Wigram, Woolston and Lyttelton.
- Council staff co-founded the Aoteroa Food Policy Network who meets via teleconference every two months to share best practice and to coordinate opportunities to influence the food sector in New Zealand. [www.foodpolicy.nz.org](http://www.foodpolicy.nz.org)

## 8. Safer Christchurch Strategy 2016-21 Annual Report

Reference / Te Tohutoro: 19/1364808

Presenter(s) / Te kaupāhō: Nick Adams, Policy and Project Adviser

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is to provide a response to answers posed by the Communities, Housing and Economic Development Committee during the presentation of the Safer Christchurch Strategy 2016-21 Annual Report on 31 July 2019.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 This report presents further information requested in July 2019 pertaining to the Safer Christchurch Strategy 2016-21 Annual Report for 2018-19. The response to this request was delayed due to local government elections and the change of committee structure.
- 2.2 Re-instatement of a Road Safety Committee is not recommended as the responsibilities have been superseded and included within the mandate of the Urban Development and Transport Committee.
- 2.3 Priorities for placement of crime prevention cameras is led by NZ Police from a single Council fund. As this fund includes maintenance and replacement for existing cameras, there are limitations on the installation of new crime prevention cameras.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Note the information provided in response to requests by the Social, Community Development and Housing Committee.

### 4. Context / Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 During the presentation of the Safer Christchurch Strategy 2016-21 Annual Report on 31 July 2019 Committee members queried whether the Road Safety Committee would be re-instated, and any information on how crime prevention cameras are funded and locations prioritised.
- 4.2 The responsibilities and reporting that could have been appropriate for a Road Safety Committee will be covered under the Urban Development and Transport Committee. As such, there is no direct need to re-instate the Road Safety Committee. Regular reporting to the Urban Development and Transport Committee will inform the future Safer Christchurch Strategy 2016-21 Annual Reports.
- 4.3 Crime prevention cameras are currently funded by Council through a budget managed by the Transport Unit. The budget is broken into three components; repair and maintenance, replacement of cameras, and installation of new cameras. Funding for the installation of new cameras is limited, and is dependent on levels of maintenance and replacements required.
- 4.4 NZ Police have the lead in determining the priorities for camera locations. Their assessments are driven by crime statistics and forecasting, but are bounded by installation cost factors, such as existing infrastructure. For example, camera placement in locations without existing power or with communications limitations will likely incur additional installation costs.

## Attachments / Ngā Tāpirihanga

There are no attachments to this report.

## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

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

(a) This report contains:

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

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

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Nick Adams - Policy & Project Advisor
<b>Approved By</b>	John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

## 9. Draft Submission on the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections

Reference / Te Tohutoro: 20/81092

Presenter(s) / Te kaupāhō: Jo Daly, Council Secretary and Electoral Officer

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Council to adopt its draft submission to the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 Public submissions are being called for the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections.
- 2.2 Following each triennial election the Justice Committee reviews the law and administration procedures surrounding the conduct of elections conducted under the Local Electoral Act 2001 (the Act) and the Local Electoral Regulations 2001 (the Regulations).
- 2.3 As part of this inquiry, the Justice Committee is also consulting on recommendations from its report on the 2016 local elections; which were incorporated into a report on the 2017 General Election and 2016 Local Elections.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Approve the draft Council submission on the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections.
2. Agree that the Council would like to be represented at any hearing of submissions by the Committee.

### 4. Context / Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 As detailed in paragraph 2.2, following each triennial election the Justice Committee holds an inquiry into the conduct of the elections. The closing date for submissions on the inquiry is Saturday 29 February 2020.
- 4.2 Terms of reference for the inquiry are:
  - 1) *Examine the law and administrative procedures for the conduct of the 2019 local elections, with particular reference to:*
    - a) *low voter turnout at local elections*
    - b) *liquor licensing trusts*

- c) *the role of council staff during election periods around decisions to release or not release information or any public statements that may be construed to affect the election outcome*
    - d) *the issue of disclosure in respect of candidates or elected members with serious criminal convictions*
    - e) *any irregularities or problems that could have compromised the fairness of elections.*
  - 2) *The inquiry will not be investigating allegations of any specific illegal behaviour by any person but is focussed on the issues of general law and administrative procedures.*
  - 3) *Consult stakeholders and the wider public about the recommendations in the Justice Committee's report on the 2016 local elections, with particular reference to:*
    - a) *the recommendation that the Government consider giving responsibility for running all aspects of local elections to the Electoral Commission*
    - b) *the recommendation that the Government consider encouraging or requiring the same voting system to be used in all local elections*
    - c) *feedback on the committee's recommendations on foreign interference.*
  - 4) *Examine the law and administrative procedures for the conduct of elections for energy trusts held since 2016.*
- 4.3 The inquiry was notified on 20 December 2019. Information about the inquiry is available on the New Zealand Parliament website at: [https://www.parliament.nz/en/pb/sc/make-a-submission/document/52SCJU\\_SCF\\_INQ\\_93630/inquiry-into-the-2019-local-elections-and-liquor-licensing](https://www.parliament.nz/en/pb/sc/make-a-submission/document/52SCJU_SCF_INQ_93630/inquiry-into-the-2019-local-elections-and-liquor-licensing)
- 4.4 The inquiry is also consulting stakeholders and the wider public about the recommendations in the Justice Committee's report on the 2016 local elections.
- 4.5 The inquiry on the 2016 Local Elections was held in conjunction with the Inquiry into the 2017 General Election. The report of the Justice Committee: Inquiry into the 2017 General Election and 2016 Local Elections was released in December 2019. The report is at: [https://www.parliament.nz/en/pb/sc/reports/document/SCR\\_93429/inquiry-into-the-2017-general-election-and-2016-local-elections](https://www.parliament.nz/en/pb/sc/reports/document/SCR_93429/inquiry-into-the-2017-general-election-and-2016-local-elections)
- 4.6 The Council's submission on the 2016 Local Elections was submitted in August 2017. The draft submission considered by the Council is included in the supplementary agenda for the Council meeting held on 10 August 2017: [https://christchurch.infocouncil.biz/Open/2017/08/CNCL\\_20170810\\_AGN\\_1295\\_AT\\_SUP.PDF](https://christchurch.infocouncil.biz/Open/2017/08/CNCL_20170810_AGN_1295_AT_SUP.PDF)  
Note that the final submission included an additional point recommending the removal of the ratepayer elector entitlement from the legislation.

#### **Decision Making Authority / Te Mana Whakatau**

- 4.7 The Council has delegated to its Committees of the Whole the ability to approve submissions on behalf of the Council where the timing of a consultation does not allow for consideration of a draft submission by the Council.

#### **Draft submission**

- 4.8 A draft submission has been prepared by staff for discussion with Councillors based on the aspects relating to the law and administrative procedures for the conduct of the elections, the terms of reference for the inquiry and recommendations within the report into the 2016 local

elections. Consideration has been given to some of the matters included in the Council's submission into the inquiry into the 2016 elections.

- 4.9 The draft submission acknowledges the Council's Strategic Priority: *Enabling active and connected communities to own their future*.
- 4.10 The terms of reference for the inquiry state that the inquiry will not be investigating allegations of any specific illegal behaviour by any person but is focussed on the issues of general law and administrative procedures.
- 4.11 The Council will have the opportunity to present an oral submission to the Justice Committee. It is recommended that the Council resolve to take this opportunity.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">A</a>	Draft submission on Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections	28

## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).
(a) This report contains: <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul>
(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Jo Daly - Council Secretary
<b>Approved By</b>	John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community



**DRAFT at 18 February 2020**  
February 2020

Committee Secretariat  
Select Committee Services  
Parliament Buildings  
WELLINGTON 6160

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**Christchurch City Council submission on the Inquiry into the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections.**

**Introduction**

Christchurch City Council (the Council) thanks the Justice Committee (the Committee) for the opportunity to provide comment on the Inquiry into the 2019 Local Elections and Liquor Licensing Trust Elections, and Recent Energy Trust Elections.

The Council's submission attached is focussed on the 2019 Local Elections.

This submission has regard to the Council's strategic priorities, with particular reference to the priority: *Enabling active and connected communities to own their future*.

The Council's submission has considered aspects related to local elections as included in the terms of reference for the Inquiry, the recommendations from the Justice Committee's report into the 2016 elections and matters of interest to and related to Christchurch.

The Council would like the opportunity to make an oral presentation to the Committee in support of this submission.

For any clarification on points within this submission and with advice of hearings to be held please contact Jo Daly, Council Secretary, phone 03 941 8581 or email [jo.daly@ccc.govt.nz](mailto:jo.daly@ccc.govt.nz)

Yours sincerely

Lianne Dalziel  
**MAYOR OF CHRISTCHURCH**

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TRIM:

Draft at 13 February 2020

## Christchurch City Council Submission

### Inquiry Terms of Reference

The Council makes the following submissions and comments on the terms of reference for the Inquiry, additional points related to these are also elsewhere in this submission.

#### **Low voter turnout at local elections**

- The Council supports changes to legislation to address voter turnout. There are opportunities for legislation to require increased communication, information and to support promotion applicable to parliamentary and local elections.
- The Council supports the Committee recommendation for central government initiatives to increase civic education and information nationally. The Council submits central government should partner with local government in relation to existing and future initiatives. A number of councils already deliver initiatives in this area and central government should learn and build on these. For example the Council's *Learning Through Action* programme includes a Have your say programme, covering how youth can be involved in local government, including mock elections and the youth democratic voice.
- Legislation needs to allow for opportunities to modernise voting and remove barriers to voting. The Council supports the Committee's recommendation that the government investigate what is the best voting method (or combination of methods) as an enduring solution for increasing turn out at local elections and recommends that this should happen with urgency. The recommendation that manual or paper based voting systems be retained for the foreseeable future because of security concerns is acknowledged, however legislation needs to allow for barriers to be removed, for example in considering overseas voters.
- The Council supports the Electoral Commission having an increased role and responsibility for increasing voter turn outs in local elections. Further points related to the Electoral Commission role are addressed later in this submission.
- The Council submits that central government should give consideration to the lowering of the voting age to 16. This will provide an opportunity to increase the number of young people voting and start the habit at a younger age. However, any lowering of the voting age must be supported by a greater focus on delivering civics education that increases understanding and supports participation.

#### **The role of council staff during election periods around decisions to release or not release information or any public statements that may be construed to affect the election outcome.**

- The Council supports amendments to legislation to provide clarity to councils, council staff and elected members around council communication, resources and the release of information in the pre-election period.
- The Office of the Auditor General (OAG) has advised that it is withdrawing the *Good Practice for Managing Public Communications for Local Authorities* document, but indicated that principles 12 and 13 relating to council-funded communications in the pre-election

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period were still relevant to the 2019 local elections. These provide good guidance but the Council considers that legislation provides an opportunity to formalise requirements, and introduce consistency regionally and nationally. The principles of the Local Electoral Act 2001 (LEA) may be an area where this can be clarified.

**Irregularities or problems that could have compromised the fairness of elections.**

- The Council acknowledges that external factors, unable to be regulated or resolved by the LEA or Local Electoral Act Regulations (2001) (LER) can have an impact upon elections. Opportunities for local election legislation to provide additional methods to address these are supported. The Committee has made several recommendations that may provide opportunities to do so.

**The recommendation to give responsibility for running all aspects of local elections to the Electoral Commission**

- The Council supports an increased role for the Electoral Commission in local elections, with particular regard to participation, promotion and consistency in election activity.
- Further consideration and research needs to be undertaken on whether all aspects of local elections should be run by the Electoral Commission. Each Council operates independently within legislative requirements and regulations, with different representation and governance structures, unlike Parliament as a central body. A single approach to all aspects of a local election would remove local or regional aspects of an election.
- An unknown is the cost to a council for the Electoral Commission to run elections. While some supplier costs are consistent across all local elections, there are various factors that a council takes into consideration and incorporates within a long term plan.
- A detailed analysis of services, and advantages and disadvantages, and costs of a single body taking responsibility for local elections must be undertaken before further progression of this recommendation.
- That said, with regard to the role of the Electoral Commission, the Council considers that there are opportunities for increased responsibilities that can be put in place for the next local election. In particular these relate to regulations or guidance to councils, on matters such as guidance on council promotion and activity, use of resources and the sharing of information. One example would be identification of an amount a council should spend, per head of population, to promote participation in local elections. National consistency relating to council resources, guidance to candidates and similar would add value to the local election processes.
- Local elections and those responsible for administration of these are supported by national bodies, Society of Local Government Managers (SOLGM) and Local Government New Zealand (LGNZ). The Council considers that this support is necessary and offers more opportunity for local government to work with the Electoral Commission. The Council currently works in partnership with the local Electoral Commission Registrars and considers that this relationship is key to the success of local elections.

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- In general the Council supports an increased role and national consistency guidelines for the Electoral Commission, but considers that investigation and significant consultation with councils is required before responsibility for the running of elections is progressed further. Increased responsibilities must be supported by clear definitions, legislation and guidelines.

**Recommendation that the Government consider encouraging or requiring the same voting system to be used for all elections**

- The Council submits in support of requirements that the same voting system be used for all elections. The Council has previously used the first past the post voting system, but has not yet considered the voting system to be used for the 2022 elections.
- The Council has submitted previously, and continues to advocate that District Health Board elections should be held separately from local body elections.

**Feedback on committee's recommendations on foreign interference.**

- The Council supports a consistent national and local approach to foreign involvement and interference in elections.
- The Council acknowledges that candidates and groups involved in local elections may not be as well-resourced or informed as those involved in national elections, and all requirements will need to be clear in legislation and regulations.

**Matters raised by the Council**

**Electoral term**

- The Council submits that the term of local government, and central government, should be increased from three to four years.
- The Council acknowledges that following a referendum in 1990, prior to the introduction of the mixed-member proportional system (MMP) electoral system, the Government declined to change the term. However some time has passed and the electoral system has been in place since 1993. It is appropriate that this be considered and New Zealand consulted.

**Polling day**

- The Council supports a polling day for local government election, and increased opportunities for booth voting. This is an opportunity for increased responsibility for the Electoral Commission with the requirements of a polling day and booth voting.

**Definitions in legislation**

- The Council considers that the Inquiry offers an opportunity to clarify definitions in local election legislation and regulations. Several suggestions are below. The Council acknowledges that these and a number of others, will be considered and may be addressed specifically in alignment of legislation for local elections and general elections:

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- Definition: Electoral Advertising section 113 – support expanding the definition of electoral advertising to include all mediums. This is consistent with the Committee recommendation to align this with general election legislation.
- Definition: Elector – support this to be clearly defined relating to an election. Clarification of the qualification as relates to ‘current’ address enrolled on parliamentary electoral roll.
- Definition: Address - address requirements, outside of elector/candidate qualifications.

#### **Guidelines for local authorities, officials and candidates**

- As mentioned throughout this submission, the Council submits that clear guidelines and regulations must be provided to local authorities regarding local election activity, regulations and conduct for local elections.
- SOLGM and LGNZ are sources of resource and information and, the Council submits that this Inquiry into the 2019 local elections provides an opportunity to add value to the legislation and regulations to assist councils and officials in delivering elections and council activity during an election period.
- This point supports an increased role for the Electoral Commission to provide guidance and frameworks to councils to complement the legislation and regulations. Acknowledging that further work and investigation is required regarding any centralisation of responsibility for local elections.

#### **Enrolment on the electoral roll**

- For local elections new electors, or electors with out of date information, must enrol or update their details before 5pm on the Friday before polling day. The Council submits that electors should be able to enrol on the electoral roll any time up until the close of voting to remove as many barriers as possible. It is noted that an increased use of booth voting may be able to support last minute enrolments.

#### **Voting age**

- As detailed above, the Council submits that consideration should be given to the lowering of the voting age, in local and general elections, to 16. This must be supported by activity to increase and support civics education and participation in local and central government.

#### **Justice Committee Report: Chapter 2. 2016 Local Elections - recommendations**

- The Council makes the following comments on the Justice Committee’s report on the Inquiry into the 2017 General Election and 2016 Local Elections, and the recommendations within it. These comments are supported by points elsewhere in this submission.

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### Centralising the running of local and general elections

- The Council's comments relating to the Electoral Commission role in local elections are above. The Council supports an increased role for the Electoral Commission, but submits that detailed investigation and consultation is required before consideration is given to all aspects of local elections being centralised.
- The Council supports the recommendation that consideration be given to encouraging or requiring the same voting system to be used in all local elections, acknowledging that this can happen independently from the centralisation of the running of local and general elections.

### DHB Elections

- The Council submits that elections for District Health Boards should not be held with local elections. The splitting of these elections would remove any issues related to boundaries not aligning.

### Voting method

- The Council supports and considers it should be a matter of priority that the Government investigate what is the best voting method (or combination of methods) as an enduring solution for increasing turnout at local elections.
- The Council considers that clear security protections should be put in place for vote collection boxes in public areas. The Council acknowledges that the placement of ballot boxes in public places require consideration of multiple matters not just security. When considering placement of ballot boxes outside Council facilities, careful consideration must be given to ensure locations are independent and not seen to advantage, or disadvantage any particular candidate or groups of candidates.
- The Council supports a trial of advance booth voting at the 2022 local elections. In 2019 the Council had eight Council locations across Christchurch and Banks Peninsula for the issuing and completion of special votes. These locations were available Monday to Friday from the date voting opened until the close of voting, and special voting was also available at the Council's Te Hononga Civic Offices on polling day, Saturday 12 October 2019. The Council supports opportunities to make voting as accessible as possible to all members of the community.
- The Council supports the recommendation that local election information is required to be provided in accessible formats. It would be helpful if the requirements for this are clearly communicated to ensure national consistency. For the 2019 elections, Council engagement with external groups resulted in promotion of the availability of electoral official assistance for disabled voters, and election information provided in larger text format and multiple languages.
- The Council supports a funding support model, similar to that being proposed in the Election Access Fund Bill, being available to provide support for disability-related costs of standing for election, education and accessible materials and to support access needs of

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people. The Council considers that administration of this fund for local elections could be a responsibility given to the Electoral Commission.

- The Council supports amendments to legislation to enable voting options, other than post, to be available to voters overseas, either by alignment with general election overseas voting processes, or by other methods, acknowledging security requirements.
- The Council supports that the Government expand the Electoral Commission's role in local elections, with a responsibility for leading and coordinating triennial, nationwide campaigns to encourage and support people standing for and voting in local elections. This would be supported with input and involvement from local authorities with knowledge specific to their constituents, and could include guidelines and regulations to support councils in doing so.

#### **Improving information about local election issues**

- The Council supports legislation to improve information about local election issues.
- Matters regarding candidate affiliations have not been a recent issue of concern in Christchurch, however it is acknowledged that strengthened legislation in this area would align local election requirements with general elections.
- The Council supports that local election advertising align with general election advertising rules. It is considered that if these are introduced the requirements, direction and implications of any non-compliance are clearly set out in the legislation.

#### **Disclosure regimes should be consistent.**

- The Council supports that elected members of local authorities be required to disclose financial and other interests. Since 2015 the Council has had in place a register of pecuniary and other specified interests for elected members of the Christchurch City Council, and for the Chief Executive and Executive Leadership Team. The process of requirements and return are modelled, with necessary modifications, on the process required of members of Parliament at that time.
- The Council submits that any change to local elections legislation must be considered alongside the requirements in the Local Authorities (Members' Interests) Act 1968. Legislation should be clear, for candidates and for elected members as to the requirements and implications of any non-compliance.

#### **Local election timeframes**

- The Council supports, as it did in its submission to the 2016 local elections, that the government shift the local election polling day to avoid school holidays.

#### **Updating local election processes**

- The Council supports amendments to the legislation to allow for electronic receipt of nomination documentation and that candidates be required to provide evidence of citizenship. Processes used for the 2019 Christchurch elections accepted nomination

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documents electronically and requested that all candidates provide evidence of New Zealand citizenship. These processes worked well and were accepted by candidates. However, formalising these requirements in legislation and alignment between general election requirements would be desirable.

- The Council considers, that if the ratepayer elector franchise is to remain, then enrolment on the ratepayer roll should be made continuous. The requirement to re-enrol every three years results in numerous queries and confusion for electors. Changes to the legislation may offer an opportunity to provide clarity on or simplify the definition of the entitlements of these electors.
- The Council supports amendments to legislation to give electoral officers access to the supplementary electoral roll and the deletions file held by the Electoral Commission. This information should be provided to electoral officers, and electoral officials responsible for election delivery rather than local authorities.
- The Council submits that electoral officers should be given access to the unpublished roll. The current requirement of unpublished roll electors being required to request special voting documents is an unnecessary barrier to voting. In Christchurch in 2019, 2,249 electors were recorded as being on the unpublished roll and received a letter from the Electoral Commission advising them of the requirement to request a special vote. Of the 2,256 special voting documents issued only 635 were issued to electors who indicated they were on the unpublished roll.
- The Council does not support legislation that requires a non-mayoral vacancy within 12 months of a triennial local election to be filled by the next highest polling candidate at the triennial election. The intent of reducing costs by holding a by-election is acknowledged, but the Council considers this does not serve democracy, and that the priorities of a candidate and a community can change significantly in a 12 month period.

#### **Probity in the 2016 local elections**

- The Council supports, that consistent with broader recommendations for alignment with general elections and a greater role for the Electoral Commission, that amendments be introduced to the local election legislation to provide better mechanisms for the investigation and resolution of complaints related to the conduct of local elections. Amendments to legislation must make requirements and responsibilities for candidates and officials clear, and be supported by regulations where appropriate.

#### **Justice Committee Report: Chapter 1: 2017 General Election – related matters**

- The Council generally supports alignment between the Electoral Act and the Local Electoral Act. It is submitted that requirements and regulations within legislation must be clear, and acknowledge the differences between central and local government. In particular support is provided for accessibility (recommendation 9) and due diligence (recommendation 14), noting as referenced elsewhere in this submission that candidates and groups involved in local elections may not be as well-resourced or informed as those involved in national elections, and requirements must take this into consideration.

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**Justice Committee Report: Chapter 3: Foreign interference**

- The Council makes a number of comments regarding this chapter of the Committee's report. It is acknowledged that a number of these recommendations could become the responsibility of, or administration by, the Electoral Commission. Again it is considered that legislation and regulations must be clear to take into account the differences between candidates and groups involved in local body and central elections.
- The Council supports the recommendations of the Committee that protective advice be proactively available for politicians and officials. Support for provision of this advice may be a responsibility that could be given to the Electoral Commission.
- The Council supports the Committee's recommendations relating to the types of interference as detailed in recommendations 38 and 39, and considers this is a responsibility that could be given to the Electoral Commission.
- The recommendation that government retain manual or paper based voting systems in local and general elections for the foreseeable future because of security concerns is noted. The Council submits, as mentioned elsewhere that consideration must be given to modernising or offering alternative solutions to address situations that cannot be covered by postal voting or the issuing of special voting documents in local body elections.
- The Council supports amendments to legislation to strengthen requirements as they apply to hacking and interference in local body elections and processes. It is noted that for most local elections, third party providers manage a number of the electronic, voting counting and result processes.
- The Council generally supports additional points relating to chapter 3 recommendations, and submits that legislation and regulations must be clear on how they apply to local elections and guidelines must be provided to support these. The points relating to disinformation and social media and election advertising are of significant interest. There needs to be clear mechanisms in local election legislation to enable these matters to be addressed.

## 10. Citizens & Community Internship Programme Update

Reference / Te Tohutoro: 20/38699

Presenter(s) / Te kaupāhō: Astella Philpott, Team Leader Trainee Development

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 To update on the progress of the Citizens & Community Internship Programme.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 Prior to the official launch of the Internship Programme and since the establishment of the Team Leader Trainee Development role in March 2019; the programme has placed 23 students and four job-shadows across the Citizens & Community Group with some candidates being secondary students.
- 2.2 One of the Masters students placed will be completing her internship January 2020 and thereafter, immediately moving into a fixed term role as a Programme Coordinator, Coastal Hazards within the Coastal Hazards Adaptation Planning and Programme team.
- 2.3 The C&CG Internship programme commenced the recruitment process for the first group of interns for 2020. The programme launched a public webpage in December advertising all available internship projects and has received over 30 applications to date. Applications close in January 19 and the coordinator will work with project mentors to select the most suitable candidates. A total of 12 interns will have the opportunity to work across a variety of projects within the C&CG commencing March 2020.
- 2.4 Early feedback from both the partner institutions (University of Canterbury and Lincoln University) has been universally positive. Council Units participating in the programme have provided excellent feedback and report that many of the chosen projects for the internship programme are for pieces of research work that may not have otherwise been possible.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Receive this report for their information.

### 4. Context / Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 To create a formal, integrated and consistent internship programme within Council to provide a work experience programme to the city's tertiary institutions and assist with Council workforce and succession planning.

#### Decision Making Authority / Te Mana Whakatau

- 4.2 General Manager, Citizens and Community

#### Background

- 4.3 In 2017 an elected member requested additional funding be allocated to the Citizens and Community Group, with the intent to create an integrated and proactive internship programme. This funding was allocated to the budget for the Programmes and Partnerships team within the Parks Unit.

- 4.4 In mid-2018, once the Programmes and Partnerships team was formed and a Manager appointed (mandated through the approved November 2017 Parks Change Proposal) a secondment was offered to a Parks employee, to progress the programme for a period of six months whilst permanent systems and a position description for the Team Leader Trainee Development position were established.
- 4.5 Astella Philpott commenced work in the above position in January 2020 in a role which also encompasses responsibility for the Parks staff training and apprenticeship programme and the development of a work experience programme in partnership with the Ministry of Social Development.

### Attachments / Ngā Tāpirihanga

There are no attachments to this report.

### Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

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

(a) This report contains:

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

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

### Signatories / Ngā Kaiwaitohu

<b>Author</b>	Astella Philpott - Team Leader Trainee Development
<b>Approved By</b>	Andrew Rutledge - Head of Parks Mary Richardson - General Manager Citizens & Community

## 11. The Spire Sculpture - Request to Extend Installation Occupation at Latimer Square

Reference / Te Tohutoro: 19/1164341

Presenter(s) / Te kaupāhō: Kathy Jarden, Team Leader Leasing Consultancy

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 To enter into a further Licence to Occupy with Neil Dawson, artist and creator of the “Spire” sculpture currently installed at Latimer Square.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 The “Spire” sculpture (see Attachment A) created by Neil Dawson has been suspended in the air across Latimer Square since 2013 with the purpose of improving the experience, amenity and urban environment of the Central City.
- 2.2 Parks staff are investigating the possibility of the Spire sculpture staying in place for a further period to allow an application to the Long Term Plan to consider funding and purchasing of the sculpture and relocation to another site yet to be determined.
- 2.3 The current Licence to Occupy expired 1 December 2019.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee resolves to:

1. Grant a new temporary Licence to Occupy part of Latimer Square for the continued occupation of the sculpture the “Spire” currently owned and created by artist Neil Dawson. The Licence will have an expiry date of 31 December 2021 plus a right of renewal up to a further 12 months if the permanent siting of the sculpture has not been resolved by 31 December 2021.

### 4. Context/Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 To continue the temporary Licence to Occupy for the hanging of the Spire sculpture in Latimer Square until a permanent location is determined.

#### Strategic Alignment / Te Rautaki Tīaroaro

- 4.2 There is provision in the annual plan to manage and maintain public monuments, sculptures, and artworks. However, the Annual Plan does not currently provide for the purchase of the Spire sculpture by the Christchurch City Council.
- 4.3 This project is not currently included in the [Council's Long Term Plan \(2018 - 2028\)](#).

#### Decision Making Authority / Te Mana Whakatau

- 4.4 Community Boards have the delegated authority to grant licences of reserves under section 61 of the Reserves Act 1977. However, the power to grant licences within the central city area has been reserved to the Council. Council staff have no delegated authority to grant leases or licences on land held as local park or reserves.

### Previous Decisions / Ngā Whakatau o mua

- 4.5 A report to the Social, Community Development and Housing Committee on 3 October 2018 recommended that the Council:

“Approve the granting of a Temporary Licence to Occupy part of Latimer Square, approximately 144 square meters as shown in the attached plan for the continued occupation of the sculpture the “Spire” created by artist Neil Dawson with an expiry date of 31 December 2019.”

- 4.6 The resolution was adopted by Council without change on 25 October 2018. The full report is found as Item 11, page 69  
[https://christchurch.infocouncil.biz/Open/2018/10/CNCL\\_20181025\\_AGN\\_2381\\_AT\\_WEB.htm](https://christchurch.infocouncil.biz/Open/2018/10/CNCL_20181025_AGN_2381_AT_WEB.htm)

### Assessment of Significance and Engagement / Te Aromatawai Whakahirahira

- 4.7 The decision in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy.
- 4.8 The level of significance was determined through earlier consultation with the Central City Recovery Plan and Share an Idea consultations. The community sought a number of initiatives to make the city a more exciting, green and safe environment.
- 4.9 Community engagement and consultation outlined in the report adopted 25 October 2018 reflects the assessment.

### Land Occupation

- 4.10 Latimer Square is vested in the Council pursuant to the Christchurch City (Reserves) Empowering Act 1972, for the purposes of lawns, ornamental gardens and ornamental buildings. Section 12 provides that all reserves subject to the Act area to be held and administered subject to the provisions of the Reserves Act 1977.
- 4.11 As a reserve held for “lawns, ornamental gardens, and ornamental buildings” it is considered for Reserve Act 1977 purposes, to be held by the Council as local purpose reserve.
- 4.12 The Reserves Act, Section 61 empowers the Council to lease or licence local purposes reserves for activities consistent with its classification. Section 61(2) leases or licences of local purpose reserves may be granted for terms of less than five years without there being a requirement to publicly notify such arrangements.
- 4.13 When the original licence was entered into, it was the view of Legal Services that an artwork or sculpture on Latimer Square will comply with the Empowering Act provisions. Artwork and sculptures form an integral part of ornamental gardens and such an object may be considered to be an ornamental building.

### Heritage Concerns/Perspective

- 4.14 The Heritage Team Leader, Strategy and Transformation, has indicated that there are no real issues with the sculpture remaining in the current location. A further timeframe will not adversely impact the long-term heritage values of the space and the extra timeframe should allow for a suitable permanent home to be found for the sculpture and for funding to be secured to locate it there via the Annual Plan process.

## 5. Options Analysis / Ngā Kōwhiringa Tātari

### Options Considered / Ngā Kōwhiringa Whaiwhakaaro

- 5.1 The following reasonably practicable options were considered and are assessed in this report:

- Grant a further temporary licence (preferred)
- Decline licence

5.2 The following options were considered but ruled out:

- Removal of the sculpture – not considered, as an application will be made to the next Annual Plan rounds for the purchase of the sculpture and the locating of a permanent site in which to hang the Spire sculpture.

### Options Descriptions

5.3 **Preferred Option:** Grant a further temporary licence

5.3.1 **Option Description:** Grant a licence

5.3.2 **Option Advantages**

- Council's continued support of the art installation.
- Provides a point of attraction to citizens and visitors.
- Formalises the occupation agreement that expired 31 December 2019.

5.3.3 **Option Disadvantages**

- Continued occupation of Latimer Square until a new home is found for the sculpture.

5.4 **Option Description:** Decline Licence

5.4.1 **Option Advantages**

- The sculpture is removed from Latimer Square.

5.4.2 **Option Disadvantages**

- There are no disadvantages as the intention has been for the sculpture to be a temporary artwork.

### Analysis Criteria

5.5 Consideration has been given to the following:

- Financial implications – the cost to Council is neutral under either option. The annual rent is \$1 and Neil Dawson would continue to be responsible for ensuring any maintenance and compliance with health and safety regulations.
- Compliance with lease terms and conditions – this is neutral under either option.
- Legislative compliance – met under either option.

### Options Considerations

5.6 The granting of a new licence continues to support the Central City recovery plan and allows time for a bid to the Long Term Plan to purchase and relocate the sculpture that has become a point of interest with residents and visitors coming to Christchurch.

## 6. Community Views and Preferences / Ngā mariu ā-Hāpori

- 6.1 Views and preferences have not been sought, as this has already been undertaken as outlined in the previous report to the Council on 25 October 2018.

## 7. Legal Implications / Ngā Hīraunga ā-Ture

- 7.1 There is a legal context, issue or implication relevant to this decision.
- 7.2 This report has not been reviewed and approved by the Legal Services Unit.
- 7.3 The legal consideration is the Reserves Act 1977 and granting of a temporary Licence to Occupy deed agreement which is a routine matter on which the legal situation is well known and settled.

## 8. Risks / Ngā tūraru

- 8.1 There is a risk that the Council will not obtain the necessary funding to purchase the sculpture and relocate it to a suitable location. This could result in a request to extend the licence agreement until funding is obtained or alternatively the artwork would be removed at the end of the 24 month period.
- 8.2 The residual rating of the risk will be low, as the new temporary licence will include provisions for a further term of renewal for up to 12 months resulting in a maximum licence of up to 36 months after which time it would be removed.

## 9. Next Steps / Ngā mahinga ā-muri

- 9.1 Approval of temporary Licence to Occupy Part of Latimer Square entered into with Neil Dawson. (Facilities, Property & Planning team)
- 9.2 Actions required to make an application to Annual Plan for funding to purchase sculpture. (Parks Unit)
- 9.3 Identification of location for permanent installation of sculpture. (Parks Unit Asset Team/Recreation & Sports Unit Community Arts Team).

## 10. Options Matrix

Issue Specific Criteria				
Criteria		Option 1 – Grant Licence	Option 2 - Decline	Option 3 -
Financial Implications	Cost to Implement	Nominal – preparation of licence document covered by operational budgets	No cost	
	Maintenance/Ongoing	Nil	No cost to Council	
	Funding Source	Operational Budgets	Not applicable	
	Impact on Rates	Nil	Not applicable	
Compliance with licence terms and conditions, Reserves Act 1977		Yes	Not applicable	
Accessibility Impacts		No change or impact to current access to Latimer Square	Not applicable	
Health & Safety Impacts		Licensee responsibility under licence agreement	Not applicable	
Defensible decision		Yes	Yes	

Statutory Criteria			
Criteria	Option 1 – Grant Licence	Option 2 - Decline	Option 3 - <enter text>
Impact on Mana Whenua	Not applicable	Not applicable	
Alignment to Council Plans & Policies	Aligns with Leasing Policy	Not applicable	
Reserves Act 1977	Complies with provisions of section 61 of the Reserves Act	Not applicable	



## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Spire Sculpture Licence Area Plan	46

## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

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

(a) This report contains:

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

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

## Signatories / Ngā Kaiwaitohu

<b>Author</b>	Kathy Jarden - Team Leader Leasing Consultancy
<b>Approved By</b>	Angus Smith - Manager Property Consultancy Wolfgang Bopp - Director Botanic Gardens & Garden Parks Andrew Rutledge - Head of Parks Mary Richardson - General Manager Citizens & Community

Attachment A: Spire sculpture photograph and location in Latimer Square



Location for Spire suspended  
above the path



## 12. Central City Landmark Heritage Grant Approval for the former Wellington Woollen Mills Building, 96 Lichfield Street

Reference / Te Tohutoro: 19/1374268

Presenter(s) / Te kaupāhō: Brendan Smyth, Heritage Team leader

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Sustainability and Community Resilience Committee to approve a Central City Landmark Heritage Grant for the heritage building at 96 Lichfield Street, Christchurch, more commonly known as the former Wellington Woollen Mills Building.
- 1.2 This report is staff generated in response to dialogue with the owner of the building who wishes to see the building repaired, seismically upgraded and renovated internally and externally.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 This report proposes approval for a Central City Landmark Heritage Grant to assist with works to the former Wellington Woollen Mills Building at 96 Lichfield Street, Christchurch.
- 2.2 The building's Lichfield Street façade in particular has high historical, architectural and landmark value and retention and repair is worthy of support.
- 2.3 The staff recommendation is for a grant of up to \$900,000 for this building. This preferred option would be a grant comparable and consistent with previously approved Council grants for other Central City Landmark Heritage buildings. This grant would support and enable the positive heritage outcomes that the works would achieve, including the retention of original architectural fabric and heritage values.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Approve a Central City Landmark Heritage Grant of \$900,000 for the former Wellington Woollen Mills Building, 96 Lichfield Street, Christchurch.
2. Note that payment of this grant is subject to the applicants entering a full conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.

### 4. Context/Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 The entire building at 96 Lichfield Street is scheduled as a 'Highly Significant' building in the Christchurch District Plan. The building is also registered Category I by Heritage New Zealand Pouhere Taonga (HNZPT) registration number 1899. Refer to Attachment 'A' the 'Statement of Significance' for further information.
- 4.2 The current owner of the building at 96 Lichfield Street and contact for the grant is 'Wool House Investments Limited'.



Photographs of Lichfield Street façade prior to the earthquakes (the façade is currently fully hidden behind scaffolding and mesh).

- 4.3 The building was designed in a stripped classical style by W.H Gummer while he was in partnership with two other architects, Hoggard and Prouse. The building was completed in 1920 as the Christchurch premises for the Wellington Woollen Manufacturing Company. The building's main features were a reinforced concrete frame which allowed an early use of largely glazed curtain wall cladding; a distinct saw tooth roof form; and a prominent Nelson New Zealand marble façade to Lichfield Street.

- 4.4 The building was being shared by a number of textile and hosiery manufacturers when it was severely damaged by fire in 1932. However the building was able to be repaired and served as a base for the Wellington Woollen Manufacturing Company until its merger with the Kaiapoi Woollen Manufacturing Company in 1963. The building had a number of different owners in the following years including other garment manufacturers.
- 4.5 Following alterations in 1958, 1969 and 1987 the building was extensively modified in the early 2000's into student accommodation and ground floor retail units and was renamed 'The Mill'. The modifications included the removal of the original roof with the saw-tooth form and the addition of a two storey extension. The southern and eastern facades were covered with modern cladding and the interior was altered to reinstate an earlier light-well that had been previously filled in. The building was being used for this purpose at the time of the Canterbury earthquakes of 2010/2011.
- 4.6 The building was impacted by the earthquakes and subsequent legal disputes and ownership issues but has been able to be retained and can now be repaired and upgraded as necessary for re-use. The building's Lichfield Street façade is currently fully scaffolded and hidden behind protective mesh. The building is also being cleared of interior fittings and selective linings to allow for a full structural and architectural assessment. Once this is completed seismic strengthening and architectural repair works can begin.

#### **The Central City Landmark Heritage Grant Funding Scheme**

- 4.7 The series of earthquakes occurring in the Christchurch region since September 2010 has resulted in the most significant loss of Central City heritage and character buildings in the history of Christchurch. This loss of heritage heightens the importance of opportunities to retain, repair and strengthen those remaining buildings having a significant connection to the past. The Council's "Draft Central City Recovery Plan, December 2011", signalled the need for increased heritage funding of \$27.7 million to retain 'landmark' buildings. The intention was (and is) to enable a pro-active approach with owners to achieve the retention of key Central City landmark heritage buildings – including listed buildings and facades. Funding has been allocated in subsequent Long Term Plans; the annual grant funding available has reduced over time to the current annual funding of \$1.5m. The tables set out in the 'Options Analysis' section below summarize the grants programme so far along with current funding.

#### **Strategic Alignment / Te Rautaki Tīaroaro**

- 4.8 The recommendations of this report align with, amongst others, the relevant strategies, plans and policies as listed below:
  - 4.8.1 Our Heritage, Our Taonga Heritage Strategy 2019-2029;
  - 4.8.2 Heritage Conservation Policy;
  - 4.8.3 International Council on Monuments and Sites (ICOMOS) New Zealand Charter 2010.
- 4.9 The Central City Landmark Heritage Grant Scheme is aligned to the Community Outcomes: "Strong Communities" – 'celebration of our identity through arts, culture, heritage and sport'; and "Liveable City" – '21st century garden city we are proud to live in'. Heritage grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for the outcome 'The city's heritage and taonga are conserved for future generations'.
- 4.10 The Central City Landmark Heritage Grant Scheme supports delivery of the overarching strategic principle of wellbeing and resilience, as heritage contributes to our personal and community sense of identity and belonging, and enhances high levels of social connectedness and cohesion.

4.11 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):

4.11.1 Activity: Strategic Planning and Policy

- Level of Service: 1.4.2 Support the conservation and enhancement of the city's heritage places. - 100% of approved grant applications are allocated in accordance with the policy.

#### **Decision Making Authority / Te Mana Whakatau**

4.12 The Central City Landmark Heritage Grant budget is an annual fund provided for in the 2018 - 28 Long Term Plan. This established funding source requires staff to present applications to the relevant Committee for their approval. The delegated authority for these decisions has been confirmed to be with this committee.

#### **Previous Decisions / Ngā Whakatau o mua**

4.13 Previously similar grants have been supported by the Council for repair and upgrade works for various types of buildings. A summary is included in the table below (Section 5). From this it can be seen that this proposal is in line with other grants awarded through this process.

#### **Assessment of Significance and Engagement / Te Aromatawai Whakahirahira**

4.14 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.

4.15 The level of significance was determined by the heritage classification of the building and the amount of funding relative to that already approved by Council for allocation in the 2018-2028 Long Term Plan.

4.1 It is noted that Tūāhuriri Rūnanga are the Tangata Whenua in this location.

4.2 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.

## **5. Options Analysis / Ngā Kōwhiringa Tātari**

#### **Options Considered / Ngā Kōwhiringa Whaiwhakaaro**

5.1 The following reasonably practicable options were considered and are assessed in this report:

- Preferred Option, a Central City Landmark Heritage Grant of \$900,000;
- Option 2, a Central City Landmark Heritage Grant of \$600,000;

5.2 The following options were considered but ruled out:

- Option 3 – no grant. This option was discounted as the proposed works involve a building which has always been on the list of landmark buildings for which the scheme was intended to target and help to save; the heritage outcome for the property will be positive if the work is undertaken; and the proposed grant will be in line with other grants that have been awarded previously. There are sufficient funds remaining in the fund to cover this grant.

#### **Options Descriptions / Ngā Kōwhiringa**

5.3 **Preferred Option:** Central City Landmark Heritage Funding of up to \$900,000.

##### **Option Description**

5.4 This report proposes funding of \$900,000 from the Central City Landmark Heritage Grant Fund. It is envisaged that this grant funding would not cover all of the required seismic upgrade and

facade refurbishment works but it is not yet clear what percentage of the total spend required for the project that this grant would represent. The new owners estimate the total cost of the works will be in the region of \$4,500,000 to \$5,500,000. However, the scale of the building and hence the amount of repair is such that the grant would be well below the normal maximum limit for a landmark grant of fifty percent of the total cost of the works. There is no insurance payment related to this building to assist with the repair, refurbishment and seismic upgrade works.

- 5.5 The proposed use of the building is to be the same as before the earthquakes with a mixture of retail, commercial and living space. However, the scope of work is likely to include the required upgrades to the structure to achieve somewhere in the region of sixty-seven per cent New Build Standard (NBS); installation of new complying fire egress and fire protection systems, as well as enhanced disabled access. Along with a building consent process these works will require a resource consent as they will have an impact on the Lichfield Street façade. The stone of the façade requires repairs and stronger fixing methods and the curtain wall glazing will also require repairs and refurbishment which are likely to involve new materials. The two sets of timber panel doors on Lichfield Street are in good condition but require new ironmongery, minor repairs and repainting and the plan is for them to be reused.
- 5.6 Central City Landmark Heritage Grant support to other projects to date is summarised in the table below. The level of grant support proposed for the former Wellington Woollen Mills Building is similar in scale to a number of other grants for similar scaled buildings. A number of these projects have now been completed and illustrate the positive outcomes achieved with Central City Landmark Heritage Grant funding acting as an incentive to the owners to invest substantial amounts of their own funds into a heritage building requiring repairs.

#### Financial Implications

- 5.7 In FY20 \$1.2m of funding remains to be allocated. Allocating \$900,000 to this building will see \$300,000 remaining in the fund for allocation to further projects.

Central City Landmark Heritage Grant subject building	Funding Year	Funding
The Christchurch Club, Latimer Square	2012/2013	\$1,700,000
Former Trinity Congregational Church, 124 Worcester Street	2012/2013	\$1,000,000
West Avon Apartments, 279 Montreal Street	2013/2014	\$800,000
Former CBS Building, 159 Manchester Street	2014/2015	\$900,000
Old Stone Class Room Building, St Michaels & All Angels	2014/2015	\$855,000
Former Community of the Sacred Name, 181 Barbadoes Street	2013/2014	\$950,000
Midland Club, Oxford Terrace	2015/2016	\$869,500
33 New Regent Street Shops	2015/2016	\$900,000
McLean's Mansion, 387 Manchester Street	2016/2017	\$1,934,000
Former Public Trust Building, 152 Oxford Terrace	2017/2018	\$1,934,000
Former Post Office Building, 31 Cathedral Square	2018/2019	\$900,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2018/2019	\$600,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2019/2020	\$300,000
Proposed grant to former Wellington Woollen Mills Building	2019/2020	\$900,000
Proposed grant to former State Insurance Building	2019/2020	\$300,000
Proposed grant to former State Insurance Building	2020/2021	\$600,000
<b>Total Available Funds remaining</b>	<b>2019/2020</b>	<b>\$0</b>
<b>Total Available Funds remaining</b>	<b>2020/2021</b>	<b>\$900,000</b>

#### 5.7.1 Option Advantages:

- It supports the retention of a 'Highly Significant' heritage building in a very prominent location;
- Through repair and occupation this grant assisted repair will help to reinforce the Central City as the focus for commercial, social and cultural activities;
- It promotes the retention of a heritage building to an appropriate use with minimal change to the exterior and minimal loss of remaining heritage fabric;
- It will preserve the existing physical characteristics and qualities of this part of the Central City - including the ornate marble stone and curtain wall glazed facade to Lichfield Street;
- Through a conservation covenant the grant affords protection to the landmark value of the building and will maintain its relationship to the busy Central City street;
- With the grant acting as an incentive the project to restore the building is likely to generate significant private investment into the Christchurch local economy.

#### 5.7.2 Option Disadvantages

- This would be a relatively large grant to a single building project and will use up a significant proportion of the FY 20 Central City Landmark Heritage Grant fund. However, this is exactly the kind of large scale retention, repair and restoration project envisaged.

#### 5.1 Option 2: A lower level of Central City Landmark Heritage Funding of up to \$600,000.

##### Option Description

5.1.1 Option 2 would be for a lower level of financial support to the project. This option proposes funding of \$600,000 from the Central City Landmark Heritage Grant fund. This lower amount of grant funding would possibly be insufficient to give the building owner the confidence and willingness to undertake and complete the works to the building to the highest specification. Other grant levels are obviously possible other than the two options set out in this report. Apart from the level of financial support, this option has all the same impacts and alignments as Option 1. The table below has the lower option of both Central City Landmark Heritage grants presented to this Committee.

##### Financial Implications

5.1.2 In FY20 \$1.2m of funding remains to be allocated. Allocating \$600,000 to this building will see \$600,000 remaining in the fund for allocation to further projects.

Central City Landmark Heritage Grant subject building	Funding Year	Funding
The Christchurch Club, Latimer Square	2012/2013	\$1,700,000
Former Trinity Congregational Church, 124 Worcester Street	2012/2013	\$1,000,000
West Avon Apartments, 279 Montreal Street	2013/2014	\$800,000
Former CBS Building, 159 Manchester Street	2014/2015	\$900,000
Old Stone Class Room Building, St Michaels & All Angels	2014/2015	\$855,000
Former Community of the Sacred Name, 181 Barbadoes Street	2013/2014	\$950,000
Midland Club, Oxford Terrace	2015/2016	\$869,500
33 New Regent Street Shops	2015/2016	\$900,000
McLean's Mansion, 387 Manchester Street	2016/2017	\$1,934,000
Former Public Trust Building, 152 Oxford Terrace	2017/2018	\$1,934,000
Former Post Office Building, 31 Cathedral Square	2018/2019	\$900,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2018/2019	\$600,000

Former Sargood Ewen & Son Building, 92 Lichfield Street	2019/2020	\$300,000
Proposed grant to former Wellington Woollen Mills Building	2019/2020	\$600,000
Proposed grant to former State Insurance Building	2019/2020	\$600,000
<b>Total available funds remaining</b>	<b>2019/2020</b>	<b>\$0</b>
<b>Total available funds remaining</b>	<b>2020/2021</b>	<b>\$1,500,000</b>

#### 5.1.3 Option Advantages

- It supports the retention of a 'Highly Significant' heritage building in a very prominent location;
- Through repair and occupation this grant assisted repair will help to reinforce the Central City as the focus for commercial, social and cultural activities;
- It promotes the retention of a heritage building to an appropriate use with minimal change to the exterior and minimal loss of remaining heritage fabric;
- It will preserve the existing characteristics and qualities of this part of the Central City;
- Through a conservation covenant the grant affords protection to the landmark value of the building;
- With the grant acting as an incentive the project to restore the building is likely to generate significant private investment into the Christchurch local economy;
- When compared with Option 1, more funding remains for allocation to other projects within the Central City area.

#### 5.1.4 Option Disadvantages

- The lower level of grant funding may be insufficient to encourage the owner of the building to continue with the process of securing, repairing and upgrading the building to the highest standards possible;
- These lower grant sums would be inconsistent with other levels of previously approved funding to other developer's projects of a similar scale and complexity;
- Lower grant funds may undermine the ability of the owner to raise funds from other sources.

### Options Considerations / Te Whaiwhakaarotanga

- 5.2 The Council promotes heritage as a: valuable educational and interpretation resource; contributor to the visitor experience; and an economic benefit for the district. It recognises heritage as contributing to the identity and wellbeing of our communities and the district.
- 5.3 The Council aims to maintain and protect built, cultural, natural, and significant moveable heritage items, areas, and values, which contribute to a unique city, community identity, character and sense of place and which provide links to the past.
- 5.4 The Heritage Protection activity includes the provision of advice, the heritage grants schemes, and heritage education and advocacy. Other relevant considerations include the overall aims for heritage retention and promotion in the city.
- 5.5 Central City Landmark Heritage Grants provide opportunities to achieve positive heritage outcomes. These include the retention and protection of more heritage fabric and values than the resource consent process requires, and alignment with the conservation principles of the ICOMOS NZ Charter.

- 5.6 Additional considerations which the Committee may take into account are: the ongoing level of financial input from the owner; the overall percentage of funding support still being relatively low; and the comparable levels of grant support to similar heritage buildings and items.

## 6. Community Views and Preferences / Ngā mariu ā-Hāpori

- 6.1 The Central City Landmark Heritage Grant 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'. Central City Landmark Heritage Grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for these outcomes.

## 7. Legal Implications / Ngā Hīraunga ā-Ture

- 7.1 The Central City Landmark Heritage Grant Policy is as follows:

*'That the Council acknowledges the need to retain and recover those Central City heritage buildings which the community recognises as key built landmarks which contribute to the continuing sense of identity for the Central City.'*

*'That the Council provides a Central City Heritage Landmarks Fund to assist with the retention, repair, reconstruction and seismic strengthening of Central City heritage landmark buildings which are able to be recovered for continuing use.'*

The schemes 'Operational Guidelines' are used in the interpretation and application of this Policy.

- 1.1 The Council also requires the owner to enter into conservation covenants. Covenants act as a protective mechanism, ensuring the building and setting is retained once the work is undertaken. Limited conservation covenants are required under the Heritage Conservation Operational Guidelines for properties receiving Central City Landmark Heritage Grants of \$15,000 to \$149,999. A full conservation covenant is required for grants of \$150,000 or more.
- 1.1 Covenants are a comprehensive form of protection of the buildings because they are registered on the property title, ensuring that the Council's investment is protected. As the grant will be above \$150,000 there is a requirement for a new full conservation covenant on this property title in association with this grant.

## 8. Risks / Ngā tūraru

- 8.1 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.

## 9. Next Steps / Ngā mahinga ā-muri

- 9.1 Implementation dependencies - The grant recipient is normally expected to acquire all resource, building and other consents required for the works.
- 9.2 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 Council or relevant Committee.

## 10. Options Matrix / Te Poukapa

Criteria		Option 1	Option 2
Financial Implications	Cost to Implement	\$900,000	\$600,000
	Maintenance/Ongoing	0	0
	Funding Source	LTP Central City Landmark Heritage Grants	LTP Central City Landmark Heritage Grants
	Impact on Rates	0	0
Criteria 1 Climate Change Impacts		Positive, when completed the building fabric with embodied energy will be retained. Waste will be minimised.	Positive, when completed the building fabric with embodied energy will be retained. Waste will be minimised.
Criteria 2 Accessibility Impacts		The building will be accessible to the public via the retail elements on the ground floor.	The building will be accessible to the public via the retail elements on the ground floor.
Criteria 3 Social & Community impacts		The street façade and unique sense of place will be retained and restored.	The street façade and unique sense of place will be retained and restored.
Criteria 4 Future Generation Impacts		Heritage will be preserved for future generations.	Heritage will be preserved for future generations.

Criteria	Option 1	Option 2
Impact on Mana Whenua	No impact.	No impact.
Alignment to Council Plans & Policies	Yes, particularly 'Our Heritage, Our Taonga, Heritage Strategy 2019-2029'.	Yes, particularly 'Our Heritage, Our Taonga, Heritage Strategy 2019-2029'.
Consistency with other grants of a similar nature	The grant will be consistent with other grants of this type.	A lower grant would not be consistent with other grants previously awarded for projects of a similar scale and complexity.



## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	Former Wellington Woollen Mills Statement of Significance	58

## Confirmation of Statutory Compliance / Te Whakatūtutanga ā-Ture

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

(a) This report contains:

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

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

## Signatories / Ngā Kaiwaitohu

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

DISTRICT PLAN – LISTED HERITAGE PLACE  
HERITAGE ASSESSMENT – STATEMENT OF SIGNIFICANCE  
HERITAGE ITEM NUMBER 333  
**COMMERCIAL BUILDING AND SETTING, FORMER  
WELLINGTON WOOLLEN MILLS MANUFACTURING COMPANY  
– 96 LICHFIELD STREET, CHRISTCHURCH**



PHOTOGRAPH: M.VAIR-PIOVA, 5/12/2014

**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 Wellington Woollen Manufacturing Company building has high historical significance for its association with the Wellington Woollen Manufacturing Company, which operated from the site for 50 years (1920-69). 'New Zealand's first woollen mills were built in 1871 in the South Island – at Mosgiel and Kaikorai in Otago. These were followed by mills in Kaiapoi (1879), Roslyn (1879), Ōamaru (1881) and Ashburton (1885). The North Island followed with mills in Onehunga, Napier, Whanganui/Wanganui and Petone' (Te Ara). The Wellington company was incorporated in 1883 and began manufacturing at its Petone plant three years later. Its woven and knitted goods bore the trademark 'Petone'. A Christchurch branch warehouse began trading in 1906-07 and tenders were called for a new purpose-built warehouse in Lichfield Street in March 1919. Floors for lease in the newly completed building were being advertised in November 1920. The construction of this building reflects the

growth of the company and of the woollen industry generally during the late 19<sup>th</sup> and early 20<sup>th</sup> centuries.

Fire severely damaged the building in January 1932, at which time the Woollen Company shared its premises with Abbot, Armstrong and Howie, agents, Messrs Bond and Co., hosiery manufacturers, Glasson's clothing warehouse and Cooper, Wilkes and Brookes, warehousemen and merchants. In 1940 the Wellington Woollen Manufacturing Company is reported as having 900 staff, its manufacturing still being undertaken at the Petone plant and branch warehouses serving customers in Auckland, Christchurch and Dunedin. In 1963 the company merged with the Kaiapoi Woollen Manufacturing Company. Among the subsequent owners of the Lichfield Street building was well-known clothing manufacturer, Lichfield New Zealand (1972-86). The building was damaged in the 2010/11 Canterbury earthquakes and its future remains undecided.

### **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 Wellington Woollen Manufacturing Company building has cultural significance as a tangible reminder of the scale and importance of the woollen industry to the region, both as a major industry and an employer, and as a reminder of the relationship between the production of wool in Canterbury and the economic prosperity of the city.

### **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 Wellington Woollen Manufacturing Company building has high architectural and aesthetic significance for its Stripped Classical styling by one of New Zealand's leading 20<sup>th</sup> century architects, W H Gummer (1884-1966). Gummer designed the building when he was a partner in the firm Hoggard, Prouse and W H Gummer. Prouse and Gummer were also responsible for the design of the Bridge of Remembrance (1922-24). Gummer later entered a partnership with C R Ford and became one of New Zealand's most successful inter-war architects, responsible for the Auckland Railway Station (1930), the Dominion Museum and National Art Gallery (1936), and the State Insurance Building (1940), both in Wellington.

The building at 96 Lichfield Street is four storeys high with a raised basement and partial attic level, glass curtain walls at first and second floors, and a symmetrical façade. The original interior design featured a grid of 40 reinforced concrete structural columns dominating the open plan layout, stairwells lined with marble and a central light well. The principal façade is clad in Nelson marble; the spandrels between the first and second floors are bronze. The building was modified in 1958, 1969, 1987, and later refitted for a student accommodation complex called 'The Mill', which was developed by prominent local property developer Dave Henderson of Lichfield Ventures Limited. 'The Mill' development (begun 2001) involved extensive alterations including the replacement of the original saw tooth roof with a one- and two-storey addition, rebuilding of the south and east façades with new cladding and windows, re-creation of the closed in light well, and removal of the 1987 veranda addition.

### **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 Wellington Woollen Manufacturing Company building has technological and craftsmanship significance for its construction, which is based upon an internal grid system of reinforced concrete columns and beams, meaning external walls are not load bearing, enabling the use of bands of glass curtain walling. The building also has craftsmanship significance for its New Zealand Nelson marble façade cladding and detailing.

### 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 Wellington Woollen Manufacturing Company building has high contextual significance as one of a pair of the few remaining late 19<sup>th</sup>/early 20<sup>th</sup> century commercial buildings in what was a precinct of historic manufacturing and warehouse buildings prior to the Canterbury earthquakes. Both sides of Lichfield Street, between Colombo and Manchester Streets, were largely built as warehouses for importers/exporters and wholesalers in the period between 1881 and 1920. A significant number of the buildings have been demolished however the former Sargood Son and Ewen Building (1893) neighbouring the former Woollen building remains and together they make a considerable contribution to the inner-city streetscape. The building has landmark significance due to its age, scale and style and as part of a pair of central city buildings which retain the character of the late 19<sup>th</sup>/early 20<sup>th</sup> century central city.

### 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 former Wellington Woollen Manufacturing Company building has archaeological significance because it has 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 building is located within the Central Business District Archaeological Area and one of the earliest maps of Christchurch shows that there were buildings on or near this site in 1862 (CCLMaps 212667).

### ASSESSMENT STATEMENT

The former Wellington Woollen Manufacturing Company building has high heritage significance to Christchurch, including Banks Peninsula, and New Zealand. The building has high historical significance for its association with the Wellington Woollen Manufacturing Company and high architectural significance for the modern corporate image devised by leading New Zealand architect William Gummer. The former Wellington Woollen Manufacturing Company building has high technological significance for its method of construction and craftsmanship significance for the execution of its marble façade. The

building has high contextual significance for its contribution to an area that was Christchurch's commercial warehouse district and archaeological significance for the date at which development began on this site in the central city and the potential for archaeological evidence.

**REFERENCES:**

CCC Heritage files – 96 Lichfield Street

Historic Place # 1899 – Heritage New Zealand List  
<http://www.heritage.org.nz/the-list/details/1899>

CCLMaps 212667 & ATLMAPS ATL-Acc-3158, Christchurch Heritage Maps – Christchurch City Libraries  
<http://christchurchcitylibraries.com/Heritage/Maps/>

*Petone's First 100 Years* (1940)  
<http://mebooks.co.nz/clients/library.huttcity/text/Petone100/t1-body-d44-d4.html>

*Cyclopedia of New Zealand – Wellington Provincial District* (1897)  
<http://nzetc.victoria.ac.nz/tm/scholarly/tei-Cyc01Cycl-t1-body-d4-d53-d35.html>

Wool processing and woollen mills – Te Ara The Encyclopedia of New Zealand  
<http://www.teara.govt.nz/en/agricultural-processing-industries/page-3>

**REPORT DATED: 24 NOVEMBER 2014**

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.

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## 13. Central City Landmark Heritage Grant Approval for the former State Insurance Building, 116 Worcester Street

Reference / Te Tohutoro: 19/1468310

Presenter(s) / Te kaupāhō: Brendan Smyth, Heritage Team leader

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is for the Sustainability and Community Resilience Committee to approve a Central City Landmark Heritage Grant for the heritage building at 116 Worcester Street, Christchurch, more commonly known as the former State Insurance Building.
- 1.2 This report is staff generated in response to dialogue with the owner of the building who wishes to see the building repaired, seismically upgraded and renovated internally and externally.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 This report proposes approval for a Central City Landmark Heritage Grant to assist with works to the former State Insurance Building at 116 Worcester Street, Christchurch.
- 2.2 The building's Worcester Street façade in particular has high historical, architectural and landmark value and retention and repair is worthy of support.
- 2.3 The Council staff recommendation is for a grant of up to \$900,000 for this building. This preferred option would be a grant comparable and consistent with previously approved Council grants for other Central City Landmark Heritage buildings. This grant will support and enable the positive heritage outcomes that will be achieved by the works, including the retention of original architectural fabric and heritage values.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Approve a Central City Landmark Heritage Grant of \$900,000 for the former State Insurance Building, 116 Worcester Street, Christchurch.
2. Note that payment of this grant is subject to the applicants entering a full conservation covenant with the signed covenant having the Council seal affixed prior to registration against the property title.

### 4. Context/Background / Te Horopaki

#### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 The entire building at 116 Worcester Street is scheduled as a 'Highly Significant' building in the Christchurch District Plan. The building is also registered Category 2 by Heritage New Zealand Pouhere Taonga (HNZPT) registration number 1931. Refer to Attachment 'A' the 'Statement of Significance' for further information.
- 4.2 The current owner of the building at 116 Worcester Street and contact for the grant is '116 Worcester Street Limited'.



Photographs of Worcester Street façade, 2019

- 4.3 The building was designed in a stripped classical style with Maori motifs and Art Deco influences by Cecil Wood in association with Christchurch architect Paul Pascoe. The initial design from 1931 was revised in 1933 following the 1931 Hawke's Bay earthquake and the building was finally completed in 1935. The first use of the building was as offices for the State Fire and Accident Insurance Company and for the Lands and Survey and Lands and Deeds Departments. The building included a substantial basement for secure record storage, a reinforced concrete frame and an unusual organically curving concrete staircase (just visible behind the glazing in the photograph above). The principal façade to Worcester Street included a dark coloured stone clad base, metal clad doors, a first floor projecting balcony, and five vertical panels of glazing and metal clad spandrel panels rising to the rooftop cap which included a central flagpole.
- 4.4 Internally the building included decorative features typical of the time including Art Deco light fittings but also included a significant amount of local stone as wall cladding. There were also unusual design features associated with its function as a store for important documents such

as fire separation between floors and a minimal amount of timber following the lessons learnt from the fires which destroyed documents in the immediate aftermath of the Hawke's Bay earthquake.

- 4.5 The building was extended in the early 1970's with a substantial addition on the southern side and also had an extension at roof level. State Insurance was bought out by another insurance company in 1989 and this led to further changes and the removal of the Coat of Arms and the name. The building was modified again in the early 2000's to accommodate the change of use to the Design and Arts College.
- 4.6 The building was impacted by the earthquakes, subsequent insurance repair disputes and a change of ownership but has been able to be retained and can now be repaired and upgraded as necessary for re-use. A full seismic upgrade scheme has been designed by the new owners with the aim of changing the use of building to living and rental accommodation. The façade to Worcester Street will be fully restored including attempts to recreate the Coat of Arms. The repairs will also include the restoration of the Paul Pascoe designed curving staircase.

#### **The Central City Landmark Heritage Grant Funding Scheme**

- 4.7 The series of earthquakes occurring in the Christchurch region since September 2010 has resulted in the most significant loss of Central City heritage and character buildings in the history of Christchurch. This loss of heritage heightens the importance of opportunities to retain, repair and strengthen those remaining buildings having a significant connection to the past. The Council's "Draft Central City Recovery Plan, December 2011", signalled the need for increased heritage funding of \$27.7 million to retain 'landmark' buildings. The intention was (and is) to enable a pro-active approach with owners to achieve the retention of key Central City landmark heritage buildings – including listed buildings and facades. Funding has been allocated in subsequent Long Term Plans; the annual grant funding available has reduced over time to the current annual funding of \$1.5m. The tables set out in the 'Options Analysis' section below summarize the grants programme so far along with current funding.

#### **Strategic Alignment / Te Rautaki Tīaroaro**

- 4.8 The recommendations of this report align with, amongst others, the relevant strategies, plans and policies as listed below:
  - 4.8.1 Our Heritage, Our Taonga Heritage Strategy 2019-2029;
  - 4.8.2 Heritage Conservation Policy;
  - 4.8.3 International Council on Monument and Sites (ICOMOS) New Zealand Charter 2010.
- 4.9 The Central City Landmark Heritage Grant Scheme is aligned to the Community Outcomes: "Strong Communities" – 'celebration of our identity through arts, culture, heritage and sport' and "Liveable City" – '21st century garden city we are proud to live in'. Heritage grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for the outcome 'The city's heritage and taonga are conserved for future generations.'
- 4.10 The Central City Landmark Heritage Grant Scheme supports delivery of the overarching strategic principle of wellbeing and resilience, as heritage contributes to our personal and community sense of identity and belonging, and enhances high levels of social connectedness and cohesion.
- 4.11 This report supports the [Council's Long Term Plan \(2018 - 2028\)](#):
  - 4.11.1 Activity: Strategic Planning and Policy

- Level of Service: 1.4.2 Support the conservation and enhancement of the city's heritage places. - 100% of approved grant applications are allocated in accordance with the policy.

#### **Decision Making Authority / Te Mana Whakatau**

- 4.12 The Central City Landmark Heritage Grant budget is an annual fund provided for in the 2018 - 28 Long Term Plan. This established funding source requires staff to present applications to the relevant Committee for their approval. The delegated authority for these decisions has been confirmed to be with this committee.

#### **Previous Decisions / Ngā Whakatau o mua**

- 4.13 Previously similar grants have been supported by Council for repair and upgrade works for various types of buildings. A summary is included in the table below (Section 5). From this it can be seen that this proposal is in line with other grants awarded through this process.

#### **Assessment of Significance and Engagement / Te Aromatawai Whakahirahira**

- 4.14 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.
- 4.15 The level of significance was determined by the heritage classification of the building and the amount of funding relative to that already approved by Council for allocation in the 2018-2028 Long Term Plan.
- 4.1 It is noted that Tūāhuriri Rūnanga are the Tangata Whenua in this location.
- 4.2 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.

## **5. Options Analysis / Ngā Kōwhiringa Tātari**

#### **Options Considered / Ngā Kōwhiringa Whaiwhakaaro**

- 5.1 The following reasonably practicable options were considered and are assessed in this report:
- Preferred Option, a Central City Landmark Heritage Grant of \$900,000;
  - Option 2, a Central City Landmark Heritage Grant of \$600,000;
- 5.2 The following options were considered but ruled out:
- Option 3 – no grant. This option was discounted as the proposed works involve a building which has always been on the list of landmark buildings for which the scheme was intended to target and help to save; the heritage outcome for the property will be positive if the work is undertaken; and the proposed grant will be in line with other grants that have been awarded previously. There are sufficient funds remaining in the fund to cover this grant.

#### **Options Descriptions / Ngā Kōwhiringa**

- 5.3 **Preferred Option:** Central City Landmark Heritage Funding of up to \$900,000.

##### **Option Description**

- 5.4 This report proposes funding of \$900,000 from the Central City Landmark Heritage Grant Fund. It is envisaged that this grant funding would not cover all of the required seismic upgrade and facade refurbishment works but it is not certain what percentage of the total spend required for the project that this grant would represent. The owners estimate the full costs will be in the region of between seven and eight million dollars. The scale of the building and hence the

amount of repair is such that the grant would be well below the normal maximum limit for a landmark grant of fifty percent of the total cost of the works. There is no insurance payment to assist with these repair, refurbishment and upgrade works.

- 5.5 It is not proposed to rehouse the Design and Arts College so the proposed use of the building will be different than before the earthquakes with primarily a mixture of living space. The scope of work is likely to include required upgrades to structure to achieve above or close to full New Build Standard (NBS); installation of new complying fire egress and fire protection systems, as well as enhanced disabled access. Along with a building consent process these works will require a resource consent as they will have an impact on the Worcester Street façade. The façade was damaged between the first and second floor level and the lower portions of the façade will have to be rebuilt to achieve the repairs necessary. The intention is to recreate the façade with as much of the original material as possible including the original doors, stone cladding, metal spandrels and glazing.
- 5.6 Central City Landmark Heritage Grant support to other projects to date is summarised in the table below. The level of grant support proposed for the former State Insurance Building is comparable to a number of other grants for similar scaled buildings. A number of these projects have now been completed and illustrate the positive outcomes achieved with Central City Landmark Heritage Grant funding acting as an incentive to the owners to invest substantial amounts of their own funds into a heritage building requiring repairs.

#### Financial Implications

- 5.7 In FY20, assuming an approved grant to 96 Lichfield Street, \$300,000 remains to be allocated. Allocating a \$900,000 grant to this building will require the remaining \$600,000 to be allocated from the FY21 budget to enable the quantum of funding proposed in this option.

Central City Landmark Heritage Grant subject building	Funding Year	Funding
The Christchurch Club, Latimer Square	2012/2013	\$1,700,000
Former Trinity Congregational Church, 124 Worcester Street	2012/2013	\$1,000,000
West Avon Apartments, 279 Montreal Street	2013/2014	\$800,000
Former CBS Building, 159 Manchester Street	2014/2015	\$900,000
Old Stone Class Room Building, St Michaels & All Angels	2014/2015	\$855,000
Former Community of the Sacred Name, 181 Barbadoes Street	2013/2014	\$950,000
Midland Club, Oxford Terrace	2015/2016	\$869,500
33 New Regent Street Shops	2015/2016	\$900,000
McLean's Mansion, 387 Manchester Street	2016/2017	\$1,934,000
Former Public Trust Building, 152 Oxford Terrace	2017/2018	\$1,934,000
Former Post Office Building, 31 Cathedral Square	2018/2019	\$900,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2018/2019	\$600,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2019/2020	\$300,000
Proposed grant to former Wellington Woollen Mills Building	2019/2020	\$900,000
Proposed grant to former State Insurance Building	2019/2020	\$300,000
Proposed grant to former State Insurance Building	2020/2021	\$600,000
<b>Total Available Funds remaining</b>	<b>2019/2020</b>	<b>\$0</b>
<b>Total Available Funds remaining</b>	<b>2020/2021</b>	<b>\$900,000</b>

#### 5.7.1 Option Advantages:

- It supports the retention of a 'Highly Significant' heritage building in a very prominent location;

- Through repair and occupation this grant assisted repair will help to reinforce the Central City as the focus for commercial, social and cultural activities;
- It promotes the retention of a heritage building to an appropriate use with minimal change to the exterior and minimal loss of remaining heritage fabric;
- It will preserve the existing physical characteristics and qualities of this part of the Central City - including the prominent landmark Art Deco style facade to Worcester Street;
- Through a conservation covenant the grant affords protection to the landmark value of the building and maintains its relationship to the important Central City street;
- The grant will help to ensure the protection of a rare cluster of heritage buildings with the adjacent former Government Buildings to the west and the former Trinity Congregational Church to the east;
- With the grant acting as an incentive the project to restore the building is likely to generate significant private investment into the Christchurch local economy.

#### 5.7.2 Option Disadvantages

- This would be a relatively large grant to a single building project and will use up a significant proportion of this years and the following years Central City Landmark Heritage Grant fund. However, this is exactly the kind of large scale retention, repair and restoration project envisaged for this scheme.

#### 5.1 Option 2: Lower Central City Landmark Heritage Funding of up to \$600,000.

##### Option Description

5.1.1 Option 2 would be for a lower level of financial support to the project. This option proposes funding of \$600,000 from the Central City Landmark Heritage Grant fund. This lower amount of grant funding would possibly be insufficient to give the building owner the confidence and willingness to undertake and complete the works to the building to the highest specification. Other grant levels are obviously possible other than the two options. Apart from the level of financial support, this option has all the same impacts and alignments as Option 1. The table below has the lower option of both Central City Landmark Heritage grants presented to this Committee.

##### Financial Implications

5.1.2 In FY20 \$1.2m of funding remains to be allocated. Assuming an approved grant of \$600,000 to 96 Lichfield Street, allocating \$600,000 to this building will allocate the remaining funds for FY20 and leave all of FY21 funds in place for future projects.

Central City Landmark Heritage Grant subject building	Funding Year	Funding
The Christchurch Club, Latimer Square	2012/2013	\$1,700,000
Former Trinity Congregational Church, 124 Worcester Street	2012/2013	\$1,000,000
West Avon Apartments, 279 Montreal Street	2013/2014	\$800,000
Former CBS Building, 159 Manchester Street	2014/2015	\$900,000
Old Stone Class Room Building, St Michaels & All Angels	2014/2015	\$855,000
Former Community of the Sacred Name, 181 Barbadoes Street	2013/2014	\$950,000
Midland Club, Oxford Terrace	2015/2016	\$869,500
33 New Regent Street Shops	2015/2016	\$900,000
McLean's Mansion, 387 Manchester Street	2016/2017	\$1,934,000

Former Public Trust Building, 152 Oxford Terrace	2017/2018	\$1,934,000
Former Post Office Building, 31 Cathedral Square	2018/2019	\$900,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2018/2019	\$600,000
Former Sargood Ewen & Son Building, 92 Lichfield Street	2019/2020	\$300,000
Proposed grant to former Wellington Woollen Mills Building	2019/2020	\$600,000
Proposed grant to former State Insurance Building	2019/2020	\$600,000
<b>Total Available Funds Remaining</b>	<b>2019/2020</b>	<b>\$0</b>
<b>Total Available Funds Remaining</b>	<b>2020/2021</b>	<b>\$1,500,000</b>

#### 5.1.3 Option Advantages

- It supports the retention of a 'Highly Significant' heritage building in a very prominent location;
- Through repair and occupation this grant assisted repair will help to reinforce the Central City as the focus for commercial, social and cultural activities;
- It promotes the retention of a heritage building to an appropriate use with minimal change to the exterior and minimal loss of remaining heritage fabric;
- It will preserve the existing characteristics and qualities of this part of the Central City;
- Through a conservation covenant the grant affords protection to the landmark value of the building;
- The grant will help to ensure the protection of a rare cluster of heritage buildings with the adjacent former Government Buildings to the west and the former Trinity Congregational Church to the east;
- With the grant acting as an incentive the project to restore the building is likely to generate significant private investment into the Christchurch local economy;
- When compared with Option 1, more funding is left for allocation in 2020/2021 to other projects within the Central City area.

#### 5.1.4 Option Disadvantages

- The lower level of grant funding may be insufficient to encourage the owner of the building to continue with the process of securing, repairing and upgrading the building to the highest standards possible;
- These lower grant sums would be inconsistent with other levels of previously approved funding to other developer's projects of a similar scale and complexity;
- Lower grant funds may undermine the ability of the owner to raise funds from other sources.

### Options Considerations / Te Whaiwhakaarotanga

- 5.2 The Council promotes heritage as a: valuable educational and interpretation resource; contributor to the visitor experience; and an economic benefit for the district. It recognises heritage as contributing to the identity and wellbeing of our communities and the district.
- 5.3 The Council aims to maintain and protect built, cultural, natural, and significant moveable heritage items, areas, and values, which contribute to a unique city, community identity, character and sense of place and which provide links to the past.

- 5.4 The Heritage Protection activity includes the provision of advice, the heritage grants schemes, and heritage education and advocacy. Other relevant considerations include the overall aims for heritage retention and promotion in the city.
- 5.5 Central City Landmark Heritage Grants provide opportunities to achieve positive heritage outcomes. These include the retention and protection of more heritage fabric and values than the resource consent process requires, and alignment with the conservation principles of the ICOMOS NZ Charter.
- 5.6 Additional considerations which the Committee may take into account are: the ongoing level of financial input from the owner; the overall percentage of funding support still being relatively low; and the comparable levels of grant support to similar heritage buildings and items.

## 6. Community Views and Preferences / Ngā mariu ā-Hāpori

- 6.1 The Central City Landmark Heritage Grant 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'. Central City Landmark Heritage Grants contribute towards the number of protected heritage buildings, sites and objects, which is a measure for these outcomes.

## 7. Legal Implications / Ngā Hīraunga ā-Ture

- 7.1 The Central City Landmark Heritage Grant Policy is as follows:

*'That the Council acknowledges the need to retain and recover those Central City heritage buildings which the community recognises as key built landmarks which contribute to the continuing sense of identity for the Central City.'*

*'That the Council provides a Central City Heritage Landmarks Fund to assist with the retention, repair, reconstruction and seismic strengthening of Central City heritage landmark buildings which are able to be recovered for continuing use.'*

The schemes 'Operational Guidelines' are used in the interpretation and application of this Policy.

- 1.1 The Council also requires the owner to enter into a conservation covenant. Covenants act as a protective mechanism, ensuring the building and setting is retained once the work is undertaken. Limited conservation covenants are required under the Heritage Conservation Operational Guidelines for properties receiving Central City Landmark Heritage Grants of \$15,000 to \$149,999. A full conservation covenant is required for grants of \$150,000 or more.
- 1.1 Covenants are a comprehensive form of protection of the buildings because they are registered on the property title, ensuring that the Council's investment is protected. As the grant will be above \$150,000 there is a requirement for a new full conservation covenant on this property title in association with this grant.

## 8. Risks / Ngā tūraru

- 8.1 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.

## 9. Next Steps / Ngā mahinga ā-muri

- 9.1 Implementation dependencies - The grant recipient is normally expected to acquire all resource, building and other consents required for the works.

- 9.2 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 Council or relevant Committee.

## 10. Options Matrix / Te Poukapa

Criteria		Option 1	Option 2
Financial Implications	Cost to Implement	\$900,000 (over 2 years)	\$600,000
	Maintenance/Ongoing	0	0
	Funding Source	LTP Central City Landmark Heritage Grants	LTP Central City Landmark Heritage Grants
	Impact on Rates	0	0
Criteria 1 Climate Change Impacts		Positive, when completed the building fabric with embodied energy will be retained. Waste will be minimised.	Positive, when completed the building fabric with embodied energy will be retained. Waste will be minimised.
Criteria 2 Accessibility Impacts		The building will be accessible to the public via the likelihood of retail elements on the ground floor.	The building will be accessible to the public via the likelihood of retail elements on the ground floor.
Criteria 3 Social & Community impacts		The street façade and unique sense of place will be retained and restored.	The street façade and unique sense of place will be retained and restored.
Criteria 4 Future Generation Impacts		Heritage will be preserved for future generations.	Heritage will be preserved for future generations.

Criteria	Option 1	Option 2
Impact on Mana Whenua	No impact.	No impact.
Alignment to Council Plans & Policies	Yes, particularly 'Our Heritage, Our Taonga, Heritage Strategy 2019-2029'.	Yes, particularly 'Our Heritage, Our Taonga, Heritage Strategy 2019-2029'.
Consistency with other grants of a similar nature	The grant will be consistent with other grants of this type.	A lower grant would not be as consistent as other grants already awarded from this scheme.

## Attachments / Ngā Tāpirihanga

No.	Title	Page
A <a href="#">↓</a>	116 Worcester Street Statement of Significance	74

## Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture

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

(a) This report contains:

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

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

## Signatories / Ngā Kaiwaitohu

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

DISTRICT PLAN – LISTED HERITAGE PLACE  
HERITAGE ASSESSMENT – STATEMENT OF SIGNIFICANCE  
HERITAGE ITEM NUMBER 577  
**COMMERCIAL BUILDING AND SETTING, FORMER STATE  
INSURANCE – 116 WORCESTER 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 State Insurance Building has high historical and social significance for its long history of association with the State Insurance Company. The State Fire and Accident Insurance Office and the Lands and Survey and Lands and Deeds Departments occupied the building from 1935-c.1997. The State Fire Office was established in New Zealand in 1905, and went on to become one of the most successful State controlled enterprises. It

offered reduced insurance rates to the public and also introduced the rebate system in fire insurance. In 1925 the accident branch of the life department was attached to the State Fire Office in and became known as the State Fire and Accident Insurance Office (Later State Insurance). The multi storied building replaced an earlier two storey building on the same site that the company occupied and owned from 1925. In 1931 the project to design a new building to the value of £50-60,000 to house the State Fire Office, the Lands and Survey Department and the Department of Agriculture was announced, and Cecil Wood's design, assisted by Paul Pascoe, was successful.

The company's new building, constructed in 1934-5 and opened on 20 August 1935 by Sir Robert Heaton Rhodes (Minister in charge of the State Fire Office), reflected the government-funded company's desire for a modern corporate image and its large scale level of operation. The building was one of the more significant building projects of the time, when the Country was still feeling the effects of the Depression. Its construction reflects government policy at the time which was adopted in 1933 to stimulate industry by undertaking important public works, which directly resulted in the cabinet authorisation of the erection of the State Fire Office in 1933. The initial design of the building was completed some months after the Napier earthquake where lives were lost by falling brick masonry and ornamentation, and subsequent fire damage including the loss of all the Lands and Survey Department records - hence particular concern for the safe storage of records of the lands Departments.

When it was built, the State Fire department occupied the ground floor, the first and second floors were occupied by the Lands and Deeds Department and the Lands and Survey Department occupied the top two floors. Additional occupants in the 1990s included two language schools (c1996-1998), Anglican Social Services (1993-4) and the Race Relations Commission and Human Rights Commission (1997). The building has been occupied by a design and arts college in recent times. It was damaged in the Canterbury earthquakes of 2010 and 2011 and remains closed - a decision has not been made on repair.

### **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 building has cultural significance for its use for state services for 62 years, which has contributed to the building being a landmark in the consciousness of the Canterbury community who knew the building in this period. The large building illustrates the size of this Christchurch branch of the state owned concern providing insurance and holding property ownership records for the New Zealand public. It also has cultural significance for its use as a design and art college and the role it played in education.

### **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 State Insurance Building is of high architectural and aesthetic significance for its design by Cecil Wood, a leading New Zealand architect of the period, in association with Paul Pascoe, a well-known Christchurch architect. Wood designed the building in 1931, with revised plans in 1933.

Born in Christchurch, Wood was articled to the local architect Frederick Strouts between 1894 and 1899. He worked for a short time as a draughtsman with local firm Clarkson and Ballantyne before travelling to England in 1901 where he worked with two leading Edwardian architects Robert Weir Shultz and Leonard Stokes. In 1907 Wood returned to New Zealand and set up his own practice in 1908. Wood is known for both his domestic and government building work, and Christ's College commissions. During the 1920s Wood's practice began to expand and a Georgian influence can be seen in his residential works. During his life Wood had made a substantial contribution to the architecture of Christchurch, having an enthusiasm for both European and American styles.

Christchurch-born Paul Pascoe imbibed progressive Modernist architectural ideas whilst working for the progressive Tecton Group in England in the late 1930s. Back in New Zealand he was able to put his interpretation of these ideas into practise, synthesizing Modernism with the New Zealand vernacular to produce an individual formulation with a firm sense of place. The first major expression of Pascoe's own architecture was 58 Colenso St, a house he built for himself and his family in 1948. After working for Cecil Wood, Pascoe set up on his own account in 1955 and later founded Pascoe and Linton in 1963. He was elected a fellow of the NZIA and the RIBA in 1961 and 1962 respectively, and served as President of the Canterbury Society of the Arts. Other significant buildings designed by Pascoe included the terminal at Christchurch Airport (for which he won the NZIA Gold Medal in 1960), and the chapel at Arthur's Pass.

The building is stripped classical in design, with Maori motifs and influenced by Art Deco styling. The multi storied building is set on a ground floor base, which is surmounted by a balcony. The use of Maori motifs on the window spandrels and in place of capitals reflects the emerging sense of nationalism in New Zealand during the 1930s. By 1933 Maori motifs had appeared on the exterior of at least one other Christchurch public building, the Majestic Theatre, demolished 2014, designed by Alan Manson (1930). Ornamentation borrowing from Maori art had also been adopted in conjunction with Art Deco styling on new buildings being erected in Napier after the 1931 earthquake. The building has a 10 foot deep basement which was originally set out with strong rooms to house records of the Lands Department.

Interior features include the stairwell, lift lobby with marble wall cladding and timber doors with metal handles and kick plates. Paul Pascoe designed the staircase which when viewed from below reads as a series of organic curved forms, and is a successful design element with aesthetic value. The staircase design reflects knowledge of contemporary European architectural trends. In 1971 local architectural firm Collins and West's design for a 7 floor extension built to the rear was undertaken and the fifth floor of the original building was extended. The Collins and Harman addition continues the Maori friezes on the ground floor window heads. Internal alterations such as partition walls for new office fit-outs were undertaken throughout the 1980s and 1990s. In 1990 the Coat of Arms was removed from the frieze above the entry, after State Insurance was taken over by Norwich Union in 1989. The State Insurance Company's company name has also been removed from the balcony level. In 2001 alterations to the ground, mezzanine and fifth floors, and the addition of a cafe, kitchen and roof garden were carried out for the Design and Art College.

#### 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 building is of high technological and craftsmanship significance for its exterior and interior materials, fixtures and fittings, and detailing. It is also of technological and craftsmanship significance for the information it may provide about 1930s construction methodologies. The building employs techniques for earthquake strengthening and fire safety that reflect the technology of the period. The engineer R.A. Campbell was a member of the Earthquake Commission appointed by the Government and he collaborated with Wood in making special provision for the safety of the building against earthquake and fire. Constructed of reinforced concrete and brick, the building stands on a solid concrete steel-placed raft, and the masonry is reinforced with massive steel beams. Mushroom capped columns were used in the basement. Steel and wired glass partitions were originally located between offices on each floor and the lift and stairwells were originally cut off from the various floors by steel doors to contain fires.

The use of materials was also a fire safety conscious measure with steel frame encased in concrete, concrete walls, steel windows and minimal timber used in the interior. The exterior facings of polished trachyte from Bluff and tuff stone from Putaruru are of significance as locally sourced, high quality materials, which evidence skills of the period to finish and install the stone. The use of Bluff norite panels in this building has been noted as the best example nationally (Geological Society of New Zealand, 1993, CCC heritage files). The stone facings on the principal facade have been painted. The exterior detailing using Maori motifs and the interior ground floor lobby, staircase and reception areas illustrate craft skills and the range of materials available in the period. On the exterior craft skill is evident in the decorative bronze spandrels, which have been painted. Green Taramakau serpentine marble lining was used for the vestibule and pink Hanmer marble in the ground floor lobby and landings. Other interior features which illustrate craft skills and use of materials include: art deco light fittings featured on the landings, streamlined chromium plated door handles, fibrous plaster friezes on the cornices and around doorways and Maori patterns (originally painted red and black) capping the marble encased piers which rise through the ground and mezzanine floors. The staircase has a solid balustrade and features a kauri handrail on chromium plated steel supports.

### 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 building is of contextual significance for its contribution to the streetscape in the block of Worcester Street to the east of Cathedral Square which, unusually post earthquake, retains much of its historical context. The setting of the former State Insurance Building consists of the immediate land parcel. It also has landmark significance in the street due to its prominent location on the corner of a service lane, between the former Government Buildings and the former Holy Trinity Congregational Church, and for its verticality and restrained decorative elements, which distinguishes it from its neighbours. The building fronts Worcester Street and a service lane, enabling its north and west facades to be seen. The service lane also contributes to the visual appreciation of the building. The building relates to the older buildings in this block of Worcester Street in terms of the classical arrangement of its openings in a regular repeated pattern.

### 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 building and setting are of archaeological significance because they have potential to provide archaeological evidence relating to past building construction methods and materials, and other human activity including that which occurred prior to 1900. An earlier building was constructed on the site in c1906. The 10 foot deep basement of the State Insurance building is likely to have resulted in the disturbance of archaeological evidence pre-dating the early 1930s when construction began.

### ASSESSMENT STATEMENT

The former State Insurance Building and its setting are of overall high significance to Christchurch including Banks Peninsula. The building has high historical and social significance for its long history of association with the State Insurance Company. It has cultural significance for its use for state services for 62 years, which has contributed to the building being a landmark in the consciousness of the Canterbury community who knew the building in this period. The former State Insurance Building is of high architectural and aesthetic significance for its design by Cecil Wood, a leading New Zealand architect of the period, in association with Paul Pascoe, a well known Christchurch architect. The building is of high technological and craftsmanship significance for its exterior and interior materials and detailing and for the information it may provide about 1930s construction methodologies. The building is of contextual significance for its contribution to the streetscape in the block of Worcester Street to the east of Cathedral Square which, unusually post earthquake, retains much of its historical context. It also has landmark significance in the street due to its prominent location on the corner of a service lane, between the former Government Buildings and the former Holy Trinity Congregational Church, and for its verticality and simplicity which distinguishes it from its neighbours. The building and setting are of archaeological significance because they have potential to provide archaeological evidence relating to past building construction methods and materials, and other human activity including that which occurred prior to 1900.

### REFERENCES:

Christchurch City Council, *Heritage File, Former State Insurance Building – 116 Worcester Street*

Christchurch City Council, *Christchurch City Plan – Listed Heritage Item and Setting. Heritage Assessment – Statement of Significance. Former State Fire and Accident Insurance Office Building – 116 Worcester Street - 2011*

REPORT DATED: 21/11/2014

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.

Page 5

## 14. Approval of an Extension of Time for a Central City Landmark Heritage Grant for McLean's Mansion, 387 Manchester Steet.

Reference / Te Tohutoro: 20/101333

Presenter(s) / Te kaupāhō: Brendan Smyth, Heritage Team Leader

### 1. Purpose of Report / Te Pūtake Pūrongo

- 1.1 The purpose of this report is to request that the Sustainability and Community Resilience Committee approve an extension of time of eighteen months for the Central City Landmark Heritage Grant for the heritage building known as McLean's Mansion located at 387 Manchester Street, Christchurch.

### 2. Executive Summary / Te Whakarāpopoto Matua

- 2.1 This report is staff generated in response to the requirements of the Operational Guidelines and Policy of the Central City Landmark Heritage Grant scheme. This requires approval from the Council for extensions of time in the uptake of Central City Landmark Heritage Grants.
- 2.2 The request is for an extension of time of a further eighteen months for the building owner to claim the grant. The new completion date for the project would be 8 June 2021. The work to the building is underway and part of the grant has been released but the scale of the project and the amount of preparatory work has meant that the initial timeframes were not able to be met.

### 3. Staff Recommendations / Ngā Tūtohu

That the Sustainability and Community Resilience Committee:

1. Approve an extension of time of eighteen months for the uptake of the Central City Landmark Heritage grant previously approved for McLean's Mansion, 387 Manchester Street, Christchurch. The new completion date for the project would be 8 June 2021.

#### 4. Context / Background / Te Horopaki



Manchester Street Facade, January 2020 with contractors notice board, security fence and site office.

##### Issue or Opportunity / Ngā take, Ngā Whaihua rānei

- 4.1 The detached former residential building at 387 Manchester Street, known as McLean's Mansion, is scheduled as 'Highly Significant' in the Christchurch District Plan. The buildings are on the Heritage New Zealand Pouhere Taonga (HNZPT) List as Category I (List Number 300).
- 4.2 The large residential building was designed by the architect RW England and constructed in 1899-1900. The building was designed in a Jacobean Revival style and included exterior elements such as decorated parapets, balustrades and bay windows. The main Manchester Street façade included two ornate bell shaped towers with prominent patterned rolled lead roofing and multiple finials. The interior of the building was also richly detailed with ornate plaster ceilings and decorative carpentry. The large scale of the building is a notable factor in giving the building such a high degree of prominence. It has a total of fifty-three separate rooms and includes internal galleries around the grand entrance stair as well as a large glazed skylight. Excluding the numerous chimneys, the building was constructed from timber frame aided by an only recently discovered hidden internal cast iron frame. It was reputed to be the largest timber framed residence in New Zealand at the time of its construction.
- 4.3 Over the years since its completion as a single dwelling, the building has changed use a number of times to function, among other uses, as a dental school and as a music academy.
- 4.4 The building was damaged in the 2010 and 2011 earthquakes and the building has been vacant since this time. The current owners have secured the building with temporary structural bracing and other measures internally. There was considerable risk to the building from illegal entry and vandalism as well as continuing deterioration from lack of occupation and necessary maintenance.

- 4.5 The Council approved a Central City Landmark Heritage Grant of \$1,934,000 on 8 December 2016. A previous extension was granted on 6 June 2018 to give a projected completion date of December 2019. The works covered by the grant have not been completed due primarily to the sheer scale and complexity of the building. The new owner, 'The McLean's Mansion Charitable Trust' has started the task of stabilizing, retaining and seismically upgrading the building and this work is progressing steadily. A main contractor has been appointed and has established a site office on the grounds. Interior reusable heritage components have been protected, stored and/or catalogued as necessary and work is proceeding on the new structural elements required for the new use as an Art Gallery. Large amounts of redundant material, primarily bricks from the chimneys and plaster from the wall and ceiling linings, has been removed and processed for reuse or disposal. The security of the building has been enhanced with live cameras and light beam activated alarms to prevent further vandalism and damage to the remaining heritage fabric. New services including water supply and power have been installed. The watertightness of the building exterior has also been established and maintained.

**Decision Making Authority / Te Mana Whakatau**

- 4.6 The Council has delegated decisions on all 'Heritage' matters to this Committee.

**Attachments / Ngā Tāpirihanga**

There are no attachments to this report.

**Confirmation of Statutory Compliance / Te Whakatūturutanga ā-Ture**

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

(a) This report contains:

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

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

**Signatories / Ngā Kaiwaitohu**

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



## 15. 2019/20 Metropolitan Discretionary Response Fund

Reference: 20/102843

Presenter(s): Sam Callander - Funding Team Leader

### 1. Purpose of Report

- 1.1 The purpose of this report is for the Sustainability and Community Resilience Committee to consider an application for funding from the 2019/20 Metropolitan Discretionary Response Fund (DRF) from the organisations below.

Organisation	Project Name	Amount Requested	Amount Recommended
Living Springs	Wi Fi Upgrade	\$30,000	\$0
WORD Christchurch	WORD Festival	\$30,000	\$30,000

- 1.2 There is currently a balance of \$43,036 remaining in the 2019/20 Metropolitan Discretionary Response Fund.

### 2. Staff Recommendations

That the Sustainability and Community Resilience Committee:

- Approves a grant of \$30,000 from its 2019/20 Metropolitan Discretionary Response Fund to WORD Christchurch towards the WORD Festival.

### 3. Key Points

#### Issue or Opportunity

- 3.1 Two applications with requests greater than \$15,000 have come to the 2019/20 Metropolitan Discretionary Response Fund (DRF)

#### Strategic Alignment

- 3.2 The recommendations align to the Council's Toi Otautahi Christchurch Arts Strategy.

#### Decision Making Authority Metropolitan Discretionary Response Fund

- 3.3 The Sustainability and Community Resilience Committee determines the allocation of the Metropolitan Discretionary Response Fund for each community.
- 3.4 Allocations must be consistent with any policies, standards or criteria adopted by the Council.
- 3.5 The purpose of the DRF is "to assist community groups where the project and funding request falls outside other council funding criteria and/or closing dates. This fund is also for emergency funding for unforeseen situations."
- 3.6 The Fund does not cover:
- Legal challenges or Environment Court challenges against the Council, Council Controlled organisations or Community Board decisions.
  - Projects or initiatives that change the scope of a Council project or that will lead to ongoing operational costs to the Council (though Community Boards can recommend to the Council that it consider a grant for this purpose).

### Assessment of Significance and Engagement

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

### Discussion Metropolitan Discretionary Response Fund

- 3.10 At the time of writing, the balance of the 2019/20 Metropolitan Discretionary Response Fund is as below.

Total Budget 2019/20	Granted To Date	Available for allocation	Balance if Staff Recommendation adopted
\$137,046	\$94,010	\$43,036	\$13,036

- 3.11 Based on the current Discretionary Response Fund criteria, the applications listed above are eligible for funding.
- 3.12 The attached Decision Matrix, (**Attachment A**) provides detailed information on the application. This includes organisational details, project details, financial information and a staff assessment.
- 3.13 There have been 19 previous applications to the 2019/20 Metropolitan Discretionary Response Fund as detailed below. Application requests below \$15,000 are decided by staff delegation.

Organisation	Project Name	Amount Requested	Granted
Peace Foundation Disarmament and Security Centre	Implementing Peace City Recommendations	\$8,400	\$1,000
Riccarton Bush Trust	Riccarton House and Bush Design and Consultancy Services	\$12,410	\$12,410
Canterbury Combined Leisure Marching	New Zealand National Leisure Marching Day	\$2,000	\$1,500
Tug Lyttelton Preservation Society Inc.	2019 Docking Survey	\$83,240	\$10,000
University of Canterbury Foundation	Christchurch Town Hall Book (Umbrella Group for Book Project)	\$2,000	\$1,000
The Art & Industry Biennial Trust (trading as SCAPE Public Art)	SCAPE Public Art Season 2019	\$100,000	\$30,000
START Trust	Conference Attendance	\$8,000	\$1,600
Social Service Council of the Diocese of Christchurch	Community Energy Efficiency Programme	\$52,500	\$5,000
Christchurch Collective for the Homeless	Homelessness in Christchurch	\$8,000	\$0
Korowai Tahi Trust	Maori Weaving National Hui 2019	\$14,750	\$10,000
Dress for Success	Premises 'Fit Out'	\$5,000	\$2,500

Kids Fishing Charitable Trust	Take A Kid Fishing 2019	\$2,445	\$1,500
Canterbury Rugby League Incorporated	Samoa International Rugby League team Christchurch visit	\$8,000	\$4,000
Cultivate Christchurch	Youth Internship Coordinator	\$15,000	\$6,000
Wandersearch Canterbury	Manager Wages	\$2,200	\$0
Christchurch Vegan Society	Otautahi Christchurch : the vegan capital	\$14,600	\$1,500
UpstreamNZ	UpstreamNZ	\$9,845	\$6,000
Deaf Society of Canterbury	Staff Wages	\$5,879	\$0
Christchurch Community Accounting	Investment in Growth	\$5,000	\$0
<b>Total</b>		<b>\$359,269</b>	<b>\$94,010</b>

## Attachments

No.	Title	Page
A <a href="#">A</a>	Staff Panel Decision Matrices	86

## 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 Sam Callander - Team Leader Community Funding
<b>Approved By</b>	Michael Down - Finance Business Partner John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

2019/20 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.

00060027	<b>Organisation Name</b>	<b>Name and Description</b>	<b>Funding History</b>	<b>Request Budget</b>	<b>Staff Recommendation</b>	<b>Priority</b>
	WORD Christchurch	<b>WORD Christchurch</b>  The Biennial WORD Christchurch Festival will be held 26-30 August 2020. Last festival saw 15,000 attendances across 94 events, with over 160 speakers taking part. The organisation employs two permanent staff Marianne Hargreaves, Executive Director and Rachael King, Programme Director. In the festival year 2020, we need to employ contract workers to assist in the planning and presentation of the festival itself. These people will assist the two Directors to help create this significant city event celebrating reading, writing and words with a programme enabling broad participation, intimate conversations and challenging ideas to be explored. The success of the Festival and our ongoing programme of literary events throughout the year mean that we need to engage the services of additional personnel for varying lengths of time - to successfully deliver these events. These part-time contract workers include duties such as administration, contracts, artist liaison, marketing, schools programme, production, ticketing and more, at a cost of around \$75,000. A draft description of these jobs is attached. Earlier this year we applied to the Events and Festival Fund for \$40,000 to deliver the Festival in 2020 and received \$25,000. In 2019 we received \$30,000 from Strengthening Communities for operational costs to deliver our literary events in 2019.  We are requesting additional funding to assist us with costs of employing contract workers during the festival year. We will begin this process in late November 2019 and continue taking on additional staff until the festival is delivered in August 2020.	2017/18 - \$25,000 (Wages) DRF 2017/18 - \$25,000 (WORD Festival) EFSF 2015 - \$25,000 - Festival and Events 2016 - \$25,000 - Festival and Events  <b>Other Sources of Funding</b> Creative New Zealand, Rata Foundation, Gaming Machine Trusts, Corporate Sponsorship, Patrons and Supporters. Box office sales are also applied to the ongoing operation of the organisation and the delivery of events and the Festival.	<b>Total Cost</b> \$544,000  <b>Requested Amount</b> \$30,000 <b>6% percentage requested</b>  <b>Contribution Sought Towards:</b> Contractor costs during the festival delivery year 2020.	<b>\$30,000</b>  That the Sustainability and Community Resilience Committee makes a grant of \$30,000 from the 2019/20 Metropolitan Discretionary Response Fund to WORD Christchurch towards wages.	<b>1</b>

<b>Organisation Details:</b>  Service Base: 156 Armagh Street Legal Status: Charitable Trust Established: 12/12/1996 Staff – Paid: 4 Volunteers: 22 Annual Volunteer Hours: 400 Participants: 16,500 Target Groups: Networks: N/A  <b>Organisation Description/Objectives:</b> To bring the community together through its love of words in all their forms.  To present a world-class literary festival and litearry events throughout the year  To facilitate the development of writing and reading through workshops and seminars	<b>Alignment with Council Strategies and Board Objectives</b> <ul style="list-style-type: none"><li>Strengthening Communities</li><li>Toi O’Tautahi Christchurch Arts Strategy</li></ul> <b>Alignment with Council Funding Outcomes</b> <ul style="list-style-type: none"><li>Community participation and awareness</li><li>Increase community engagement</li><li>Provide community based programmes</li></ul> <b>How Much Will The Project Do? (Measures)</b>  The festival will present around 90 events held over a five-day period. There will be 160 speakers, in events including writing workshops, panel discussions, individual author sessions, a debate, a key-note speaker, Margaret Mahy Memorial Lecture, Ngaio Marsh Crime Awards, poetry readings and book launches. There will be a free schools’ programme for primary and secondary students.  <b>How Will Participants Be Better Off?</b>  Due to the growth of the festival, we need to engage more staff from late 2019 and early 2020 to ensure the event runs smoothly and is the best we can deliver for our audiences With funding to assist in the payment of contract workers, the organisation will be able to maintain ticket prices at a reasonable level, and to continue to present free events to schools and families. We have endeavoured over the years to maintain ticket prices to about \$20 on average. We want to make the festival accessible to all people in the community and this includes free events as well as ticketed. The audience grew by 25% at the last festival and we want to maintain and build our audiences, at a reasonable cost. This is one of our objectives for the festival in 2020.	<b>Staff Assessment</b>  This request is recommended as a Priority One due to its reach in the community and that WORD is the only literary event in Christchurch.  WORD Christchurch presents literary events in Christchurch. It has a biennial writers festival (next year it will be held in August) and in the alternate year presents a series of literary events throughout the year. The audience has increased by 50 percent each year over the last four years.  Funding is sought towards the contractor/staffing costs for the 2020 delivery year. Organisational costs are consistent on an annual basis, however contractor costs increase in a festival year.  The objectives of the Trust are to inspire, challenge, educate, entertain and promote reading and writing as a pleasurable and fun activity to both adults and children. WORD Christchurch showcases New Zealand and international authors, illustrators and achievers in the industry and promotes them as role models while planting seeds that will eventually grow into long-term benefits to the community in terms of literacy and love of literature of all kinds.  The Festival has developed and grown in terms of the audience and programming offered. Annual attendance numbers have shown a consistent increase. It is estimated that more than 16,500 people will benefit from these events.  Recent successes include securing permission for Behrouz Boochani, the Kurdish film-maker, writer and refugee who has documented life inside the Australian detention centre on Manus Island, to leave Papua New Guinea for the first time and to enter New Zealand for a special WORD Christchurch event. <a href="https://wordchristchurch.co.nz/programme/behrouz-boochani/">https://wordchristchurch.co.nz/programme/behrouz-boochani/</a>
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2019/20 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.

00060038	<b>Organisation Name</b>	<b>Name and Description</b>	<b>Funding History</b>	<b>Request Budget</b>	<b>Staff Recommendation</b>	<b>Priority</b>
	Living Springs	<b>Wi-Fi Upgrade</b>  Living Springs is an event and outdoor education centre situated in Governors Bay, Lyttelton. They provide recreational and adventure based programmes for 12,000 people per year, predominantly for children and young people, from the wider Christchurch community  To keep up to speed with demands from groups that use the facility it requires an upgrade to suit of IT equipment including cabling, server update, Wi-Fi and computers hardware with supporting software and finally AV gear in the main auditorium.  This project has been broken into prioritised steps, which this application portends to. Starting with installing sufficient cabling throughout the facility; then a server upgrade and Wi-Fi connectivity	2018/19 - \$80,000 (New Water Treatment Plant) Capital Endowment Fund 2018/19 - \$2,000 (Environmental Project Coordinator) SCF M 2015/16 - \$9,130 (Swimming Pool Heat Pump) DRF M  2015/16 - \$1,500 (Springboard Leadership Training) SCF M  <b>Other Sources of Funding</b> Living Springs contribution - \$12,895 Fundraising - \$20,079	<b>Total Cost</b> \$62,940  <b>Requested Amount</b> \$30,000 <b>48% percentage requested</b>  <b>Contribution Sought Towards:</b> Structured Cabling - \$14,479 Wi-Fi connectivity upgrade - \$5,600 Core Network upgrade - \$42,859	<b>\$ 0</b>  That the Sustainability and Community Resilience Committee decline a grant to Living Springs for upgrading IT systems.	<b>3</b>

<b>Organisation Details:</b>  Service Base: 218 Bamfords Road, Allandale Legal Status: Charitable Trust Established: 15/05/1973 Staff – Paid: 15 Volunteers: 8 Annual Volunteer Hours: 13000 Participants: 12,000 Target Groups:  Networks: Volunteering Canterbury, EONZ (Education in the Outdoors NZ), RNA, Canterbury Employers Chamber of Commerce, Lyttelton Harbour Business Association,  <b>Organisation Description/Objectives:</b> Living Springs Trust is an organisation that provides facilities and programmes for schools, community groups and other organisations, to hold events and camps. As well as a valued facility, Living Springs also runs and subsidises community holiday programmes and helps fund raise to bring low-decile schools to camp. Living Springs is also involved with a large scale environmental projects with the aim of formally designing an Eco sanctuary with an emphasis on environmental education which would include the 5000 school children who visit each year.	<b>Alignment with Council Strategies and Board Objectives</b>  <b>Alignment with Council Funding Outcomes</b> <ul style="list-style-type: none"><li>Support, develop and promote capacity</li><li>Increase community engagement</li></ul> <b>How Much Will The Project Do? (Measures)</b>  Install sufficient cabling throughout the facility that will have capacity to have components added in the future, this is the basis of the project.  Upgrade capacity for Wi-Fi helping it to keep it running consistently.  Upgrade the core network in order to future-proof our equipment and keep up with development of technology.  <b>How Will Participants Be Better Off?</b>  Living Springs users will no longer be frustrated by their experience IT systems.  There will be a seamless Wi-Fi, improved accessibility of the Wi-Fi to all main areas of camp for users.  Ensure Living Springs has office systems that run smoothly, particularly for the booking and accounting systems which are both cloud based.  Reliability, quality connectivity, ease of use and a positive experience will help all campers achieve their outcomes from their event planned at Living Springs.	<b>Staff Assessment</b>  Frustration of the many user groups of Living Springs with the limitation of its IT systems have led it to plan for a major upgrade. The camp being in a semi-rural environment where connectivity is more challenging to achieve, yet users' expectations demand more than currently provided. Many of the user groups use the facility for large group events or training events. Almost 90% of the groups require internet access, connectivity to projection devices and screens to deliver teaching and training events as well as school production and camp events.  Living Springs is a well-used facility and the underlying infrastructure is aging. An upgrade is important to continue to provide this service to the community. In a similar way, without this infrastructure, events would become increasingly difficult to manage and organise.  Financial year ending 31 March 2019 show Living Spring with a deficit of \$131k up from \$64 the year below. It had available cash of \$196k, less than two months of working capital.  Whilst this funding application has merit, given the limited funds available for distribution and the fact the WORD festival is an immediate priority (and is therefore more aligned with the purpose of the DRF) this has been assessed as Priority 3.
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## 16. Capital Endowment Fund Applications: 2019/20 Round 2

Reference: 20/88339

Presenter(s): John Filsell- Head of Community Support, Governance & Partnerships  
Sam Callander - Community Funding Team Leader

### 1. Purpose of Report

- 1.1 The purpose of this report is for the Sustainability and Community Resilience Committee to consider applications for funding from the 2019/20 Capital Endowment Fund Round 2 from the organisations listed below, noting that the recommendations can be accommodated within the funds available.

Organisation	Project Name	Amount Requested	Amount Recommended
Burnside Bowling Club	Accessible Men's Bathroom Upgrade	\$52,000	\$52,000
Canterbury Brain Collective	BrainTree Wellness Centre	\$250,000	\$100,000
CCC Recreation, Sport and Events Unit	Recreation, Sport and Events Sustainability Advisor Role	\$172,000	\$86,000 Year 1 \$86,000 Year 2
The Pukeko Centre Inc Society	The Pukeko Centre – Multi Purpose Sports Hall	\$250,000	\$200,000
Summit Road Society Inc	John Jameson Lookout	\$185,000	\$150,000
<b>Total 2019/20 Capital Endowment Fund Round 2</b>		<b>\$659,000</b>	<b>\$588,000</b>

### 2. Staff Recommendations

That the Sustainability and Community Resilience Committee:

1. Makes a grant of \$52,000 from the 2019/20 Capital Endowment Fund Round 2 to Burnside Bowling Club Inc for the Accessible Men's Bathroom Upgrade.
  - a. Payment will be released in one instalment to Burnside Bowling Club Inc subject to:
    - i. Evidence of the approved building consents to be provided to the Community Funding Team Leader. If funding requirements are not met by 30 June 2020, the grant will be withdrawn and returned to the Capital Endowment Fund.
  - b. Final reporting is to be submitted 12 months following payment or completion of the Accessible Men's Bathroom Upgrade project, whichever comes first.
2. Makes a grant of \$100,000 from the 2019/20 Capital Endowment Fund Round 2 to the Canterbury Brain Collective for the BrainTree Wellness Centre.
  - a. Payment will be released in one instalment to the Canterbury Brain Collective subject to:
    - i. Evidence that four million dollars fundraising has been confirmed, approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2021, the grant will be withdrawn and returned to the Capital Endowment Fund.

- b. Reporting is to be submitted 12 monthly and upon completion of the BrainTree Wellness Centre.
- 3. Makes a total grant of \$172,000 from the Capital Endowment Fund to The Christchurch City Council Recreation Sports and Events Unit for the Recreation, Sports and Events Sustainability Advisor.
  - a. Payment will be released in two instalments of \$86,000 from the 2019/20 and 2020/21 Capital Endowment Fund respectively.
    - i. The Sustainability and Community Resilience Committee note that the funding granted in this application represents Council's total contribution to this project over its lifetime and there can be no expectation of further finding in the future.
  - b. Reporting is to be submitted 12 monthly and upon completion of the Recreation, Sports and Events Sustainability Advisor project.
- 4. Makes a grant of \$150,000 from the 2019/20 Capital Endowment Fund Round 2 to the Summit Road Society for the John Jameson Lookout.
  - a. Payment will be released in one instalment to the Summit Road Society subject to:
    - i. Evidence that fundraising has been confirmed to make a total of \$300,000 available to the project; approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2021, the grant will be withdrawn and returned to the Capital Endowment Fund.
  - b. Reporting is to be submitted 12 monthly and upon completion of the John Jameson Lookout project.
- 5. Makes a grant of \$200,000 from the 2019/20 Capital Endowment Fund Round 2 to The Pukeko Centre for The Pukeko Centre – Multi Purpose Sports Hall.
  - a. Payment will be released in one instalment to The Pukeko Centre Inc Society subject to:
    - i. Evidence that fundraising has been confirmed to make the project viable, approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2022, the grant will be withdrawn and returned to the Capital Endowment Fund.
  - b. Reporting is to be submitted 12 monthly and upon completion of the The Pukeko Centre – Multi Purpose Sports Hall.

### **3. Key Points**

#### **Issue or Opportunity**

- 3.1 On 12 April 2018 the Council resolved to establish criteria for distributing the proceeds of the Capital Endowment Fund (CEF) (CNCL/2018/00057). On 10 May 2018 Council resolved to utilise all income from the CEF for three years, 2018/19 to 2020/21 (i.e. not use part of the income to inflation-protect the fund).
- 3.2 On 13 December 2018 Council established eligibility and assessment criteria for the CEF and an application process. Assessment criteria are as follows:
  - 3.2.1 Evidence that the proposal is for a specific project or activity projects. Or evidence of economic or environmental benefits.
  - 3.2.2 Evidence that the project demonstrates a benefit for the City of Christchurch, or its citizens, or for a community of people living in Christchurch.

3.2.3 Evidence that the benefits will be experienced now and in the future.

- 3.3 On 29 August 2019 Council resolved to grant \$572,075 to four community applicants in Round 1 of the 2019/20 Capital Endowment Funding round

### Strategic Alignment

- 3.4 The recommendations align to Council's Strategic Framework; each application's alignment is detailed in the respective decision matrix attached.

- 3.5 Decision Making Authority

3.5.1 Authority for making grant decisions for the Capital Endowment Fund sits with the Sustainability and Community Resilience Committee.

3.5.2 Allocations must be consistent with any policies, standards or criteria adopted by the Council.

### Assessment of Significance and Engagement

- 3.6 The decisions in this report are of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.

- 3.7 The level of significance was determined by:

- The number of people affected and/or with an interest.
- The alignment of recommended applications with Council's strategic directions
- The operation of the Capital Endowment Fund is an agreed level of service.
- The recommendations meet Council's eligibility requirements for the fund.

- 3.8 Due to the assessment of low significance, no further community engagement and consultation is required.

### Balance of the Capital Endowment Fund Available for Allocation

- 3.9 At the time of writing, the balances of the Capital Endowment Fund for years 2019/2020 and 2020/2021 are as below, with further detail in Attachment A: *CEF - Income and Allocations 2019-20 to 2020-21*.

CEF Year	CEF Total Fund (000s)	Allocated	Available for allocation	Total of staff recommendations**	Available if staff recommendation adopted
2019/20	\$4064*	\$3,346	\$718	\$688	\$30
2020/21	\$3,399	\$2,574	\$825	\$186	\$639

\* Includes \$463k carried forward from 2018/19

\*\* Includes recommendations from Public Excluded report "Capital Endowment Fund – Event Opportunity"

- 3.10 Based on the current Council approved Capital Endowment Fund criteria, the applications listed above are eligible for funding. **Attachments B – F** contain decision matrices and supporting documents which provide detailed information on the applications. This includes project details, financial information and a staff comments.

- 3.11 The remaining balance of the 2019/20 Capital Endowment Fund following approvals by the Council will be carried forward to Round One of the 2020/21 financial year for Consideration in August 2020.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Capital Endowment Fund Income and Allocations 2019-20 to 2023-24	93
B <a href="#">↓</a>	Burnside Bowling Club - Decision Matrix and Supporting Documents	94
C <a href="#">↓</a>	Canterbury Brain Collective - Decision Matrix and Supporting Documents	97
D <a href="#">↓</a>	Christchurch City Council Recreation, Sport and Events Unit - Decision Matrix and Supporting Documents	101
E <a href="#">↓</a>	The Pukeko Centre Inc Society - Decision Matrix and Supporting Documents	137
F <a href="#">↓</a>	Summit Road Society - Decision Matrix and Supporting Documents	175

## 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>	Sam Callander - Team Leader Community Funding Ruby Sione - Community Funding Advisor
<b>Approved By</b>	Michael Down - Finance Business Partner John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

## Capital Endowment Fund Income and Allocations 2019-20 & 2020-21

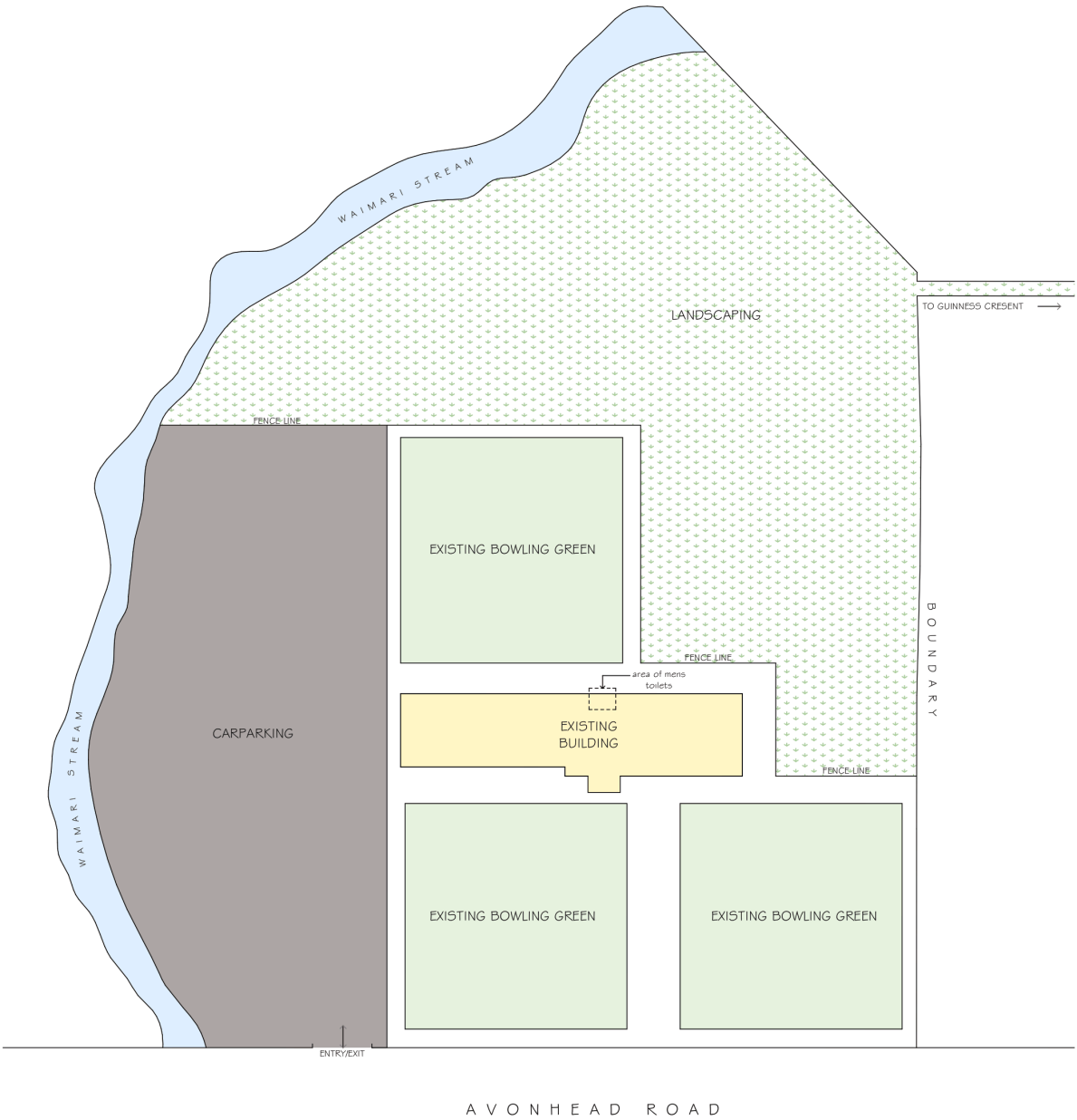
*N.B. Italics indicate they are based on decisions still pending*

	2019/20 (\$000)	2020/21 (\$000)
<b>Income allocation</b>		
Unallocated funds from prior year	463	30
Net interest earning after inflation protection	3,601	3,369
<b>Funds available for allocation</b>	<b>4,064</b>	<b>3,399</b>
<b>Economic Development, Innovation and Environment</b>		
Christchurch NZ funding	939	939
Christchurch NZ - events	800	600
EnviroSchools	50	50
Innovation and Sustainability grants	400	400
<i>RSE Sustainability Officer (pending decision 27 Feb)</i>	<i>86</i>	<i>86</i>
<i>PX item (pending decision 27 Feb)</i>	<i>100</i>	<i>100</i>
Subtotal	2,375	2,175
Percentage*	59%	64%
<b>Civic and Community</b>		
Build Back Smarter Partnership	85	85
Multicultural Recreation and Community Centre	500	500
Eastern Community Sport & Recreation	172	
Huntsbury Community Centre	50	
South Brighton Surf Life Saving Club	250	
The Art & Industry Biennial Trust	100	
<i>Burnside Bowling Club (pending decision 27 Feb)</i>	<i>52</i>	
<i>Canterbury Brain Collective (pending decision 27 Feb)</i>	<i>100</i>	
<i>The Pukeko Centre Inc Society (pending decision 27 Feb)</i>	<i>200</i>	
<i>Summit Road Society Inc (pending decision 27 Feb)</i>	<i>150</i>	
<i>(Balance for Community Orgs to apply for)</i>		<i>639</i>
Subtotal	1,659	1,224
Percentage*	41%	36%
<b>Funds allocated</b>	<b>4,034</b>	<b>3,399</b>
<b>Balance for allocation of roll-over to next financial year</b>	<b>30</b>	<b>-</b>

\* On 13 December 2018 Council resolved that the earnings from the fund be split 40% to civic and community, and 60% to innovation, economic development and environment

2019/20 CAPITAL ENDOWMENT FUND ROUND 2 – BURNSIDE BOWLING CLUB INC

Organisation	Project Details	Project Funding	Staff Recommendation
<b>Burnside Bowling Club Inc</b>	<p>This project is to upgrade the bathroom facilities at the Club to allow greater accessibility for patrons with limited mobility and disabilities, as current facility does not meet the legal requirements for people with disabilities. On the 15 to 25 November 2020 the Club will be one of the two major venues to host the International Bowls for the Disabled (IBD) World Championships. This event will host players from Africa, The Americas, Asia, Australasia and Europe and will be played exclusively in Christchurch. This is the second time this event has been held in New Zealand and the first time in the South Island.</p> <p>The addition of the accessible bathroom facilities is an important enhancement to the Club which will ensure they are recognised internationally as a high quality sporting event venue and will add significant value to the Club's present and future membership and guests. The timeframe for this project is to have the renovation completed by 31 August 2020 prior start of bowling season in early September.</p> <p>The Club has hosted the International Deaf Bowlers Championship in January 2019 and players from the blind foundation and other players with disabilities use the facilities during the year for free. A rehabilitation group from Laura Ferguson Trust use the greens four times a year and again the Club offer their facilities for free to these groups. The upgraded bathroom amenity will be advantageous for all these players.</p> <p>With the future of bowls as their motivation, Bowls New Zealand's key message to their Clubs is for them to adapt and become more community focussed by providing the game of bowls that members and the community can benefit from and enjoy. Although it is not practical for the Club to contribute direct volunteer hours for the project due to its specialised nature, a subcommittee has been formed for any preparation work and to monitor daily the renovations and assist where possible.</p> <p><b>Outcomes</b></p> <ul style="list-style-type: none"><li>• To provide an accessible facility that welcomes people of all ages and abilities for social, sport and recreation.</li><li>• To encourage players with disabilities to become involved and stay involved in the sport of bowls by reducing any barriers.</li><li>• To have the facility renovated to the standard required to continue to host local, national and international tournaments.</li></ul>	<b>Total Project Cost:</b> \$52,000	<b>\$52,000</b>
<b>Lead Unit: Community Governance and Support Unit</b>		<b>Amount Requested from CEF:</b> \$52,000	That the Council
<b>Project Name: Accessible Men’s Bathroom Upgrade</b>		<b>Contribution Sought Towards</b> Construction Costs - \$52,000	1. Makes a grant of \$52,000 from the 2019/20 Capital Endowment Fund Round 2 to Burnside Bowling Club Inc for the Accessible Men’s Bathroom Upgrade
<b>Project Brief</b>		<b>Other Sources of Funding</b> Gaming Trusts – Pending Reserves - Pending	2. Payment will be released in one instalment to Burnside Bowling Club Inc subject to:  Evidence of the approved building consents to be provided to the Community Funding Team Leader. If funding requirements are not met by 30 June 2020, the approved amount will be rescinded and returned to the Capital Endowment Fund.
<p>The Burnside Bowling Club Inc is seeking funding assistance to upgrade their Clubhouse facilities, specifically the renovation of the bathroom facilities to enable greater accessibility for all patrons with limited mobility and disabilities.</p> <p>The Burnside Bowling Club was established in 1963 and are on Christchurch City Council leased land at Burnside Park in Avonhead Road. The Club currently have 236 active female and male members ranging in age from 10 years old to 90 years plus. In total the annual participation figures from Club members are 15,446.</p> <p>The Club has three greens which are regarded amongst the best playing surfaces in Australasia and have hosted numerous local, national and international tournaments over the years.</p>		<b>Ongoing Operational Expenses</b> No ongoing Council operational investment will be required.	3. Final reporting is to be submitted 12 months following payment or completion of the Accessible Men’s Bathroom Upgrade, whichever comes first.
Project Alignment		Staff Comments	
<p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"><li>• Strengthening Communities Strategy</li><li>• Physical Recreation and Sport Strategy</li><li>• Long Term Plan 2018-28 Community Outcomes: Strong Communities and Prosperous economy</li></ul> <p><b>Significance</b></p> <p>The decision in this report is of low significance in relation to the Christchurch City Council’s Significance and Engagement Policy. The level of significance was determined by the number of people affected and/or with an interest. Due to the assessment of low significance, no further community engagement and consultation is required.</p> <p><b>Category of Capital Endowment Fund</b></p> <ul style="list-style-type: none"><li>• Civic and Community Category</li></ul> <p><b>Alignment with Capital Endowment Fund Criteria</b></p> <p>This project meets the CEF criteria, and will not require ongoing Council investment. This is a one-off investment.</p> <p><b>Advantages/Benefits?</b></p> <p>This project has present and future benefits as it will provide an accessible bathroom amenity for the patrons of the Club and visiting players with disabilities. It will enable the Club to continue to work with disabled bowls and other organisations in the disability sector and also be recognised locally, nationally and internationally as a high quality accessible sporting venue. The renovated facilities will allow potential participants who require special access to confidently engage in activities at Burnside.</p> <p>There will also be benefits economically as the upgraded facility will continue to receive hosting rights for major tournaments, this will continue to bring bowling teams with disabilities and their staff and carers to Christchurch.</p> <p><b>Disadvantages</b></p> <p>There are limited disadvantages to, however the fund may have financial restraints depending on the number of other applications.</p> <p><b>Risks</b></p> <p>Risk that they do not secure funding to complete the project caused by insufficient funds from Council. This will cause a delay to the project and the Club would need to seek further funding assistance.</p>		<p><b>Specialists Consulted</b></p> <p>Noel Strez Architects Ltd. have been engaged for the project. They have been consulting with all the necessary parties to ensure that code requirements are met, along with correct specifications for an amenity for people with limited mobility and disabilities. Building Consents - following up with architect. Parks and Leasing - permission given verbally, but need confirmation from the Architect as to whether consents are required.</p> <p><b>Officer Comments</b></p> <p>Burnside Bowling Club, through its strong volunteer base and robust executive, aims to promote and develop the sport of lawn bowls within both the local and the wider community. It continually seeks to raise awareness of and increase participation in this sport. It strives to attract bowlers of all ages and abilities, to foster a sense of belonging and community, and to make the Club a place where all feel welcome.</p> <p>The Club have already spent a substantial amount money to make their facility accessible and safe. They contributed approximately \$120,000 on the installation of an accessible lift along with renovations required to bring the building up to code following the earthquake. They also contributed \$16,000 for the installation of sunshades on the Orchard playing green to make the playing environment sun safe for all patrons.</p> <p>The Club are fairly self-reliant and have slowly worked towards accumulating and maintaining a good level of reserve funding that is put towards the purchasing of essential items and maintaining the existing assets annually. They do not rely on the Christchurch City Council for regular funding.</p> <p>The Club have been proactive by adapting their facility to be more community focussed and one that all members of the community can enjoy. They want to provide a place where genuine comfort and support can be offered to people with limited mobility and disabilities, therefore encouraging them to become and remain involved in social recreation and physical activity.</p> <p>Council will require Burnside Bowling Club Inc to provide evidence that legal requirements have been met before the release of the grant. Should funding requirements not be met by 30 June 2020 the approved amount will be rescinded and returned to the available balance of the Capital Endowment Fund.</p>	



Site Plan  
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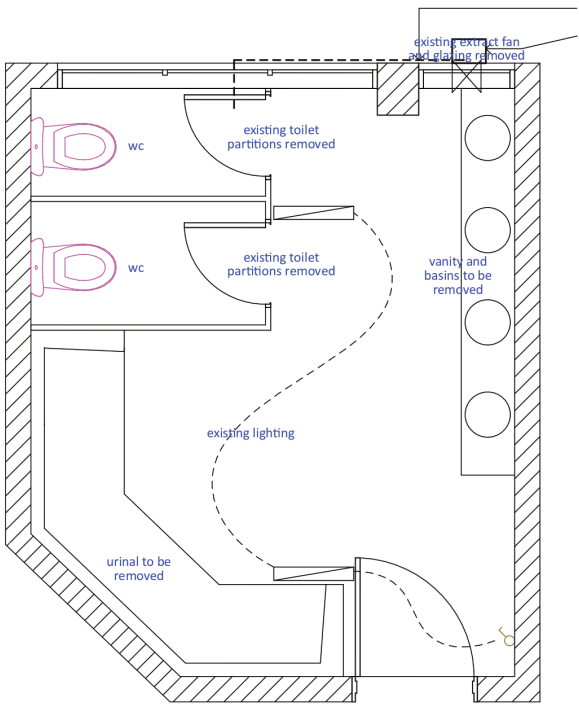
Burnside Bowling Club  
Male Toilet Upgrade

Issue Revision

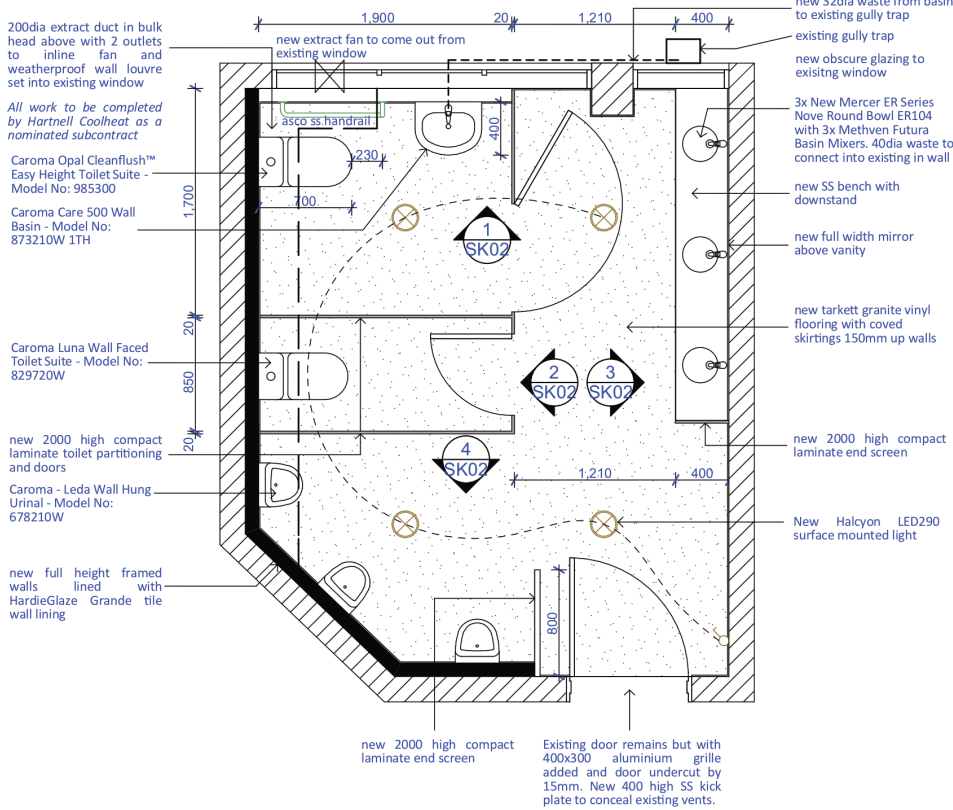
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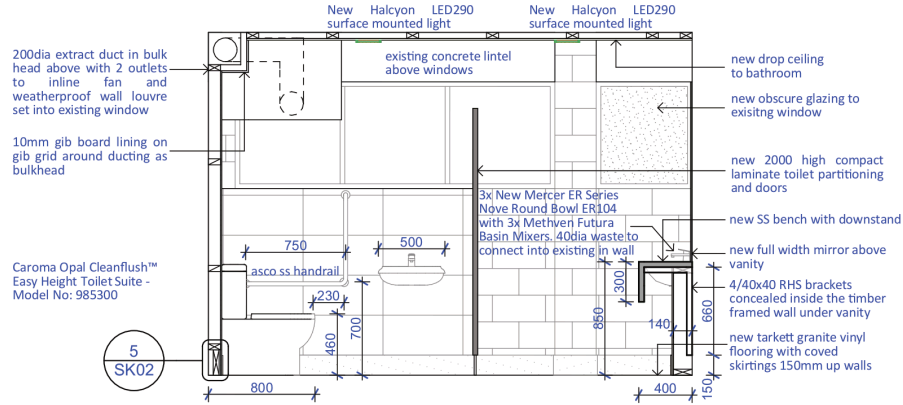
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Published - 18/01/2020



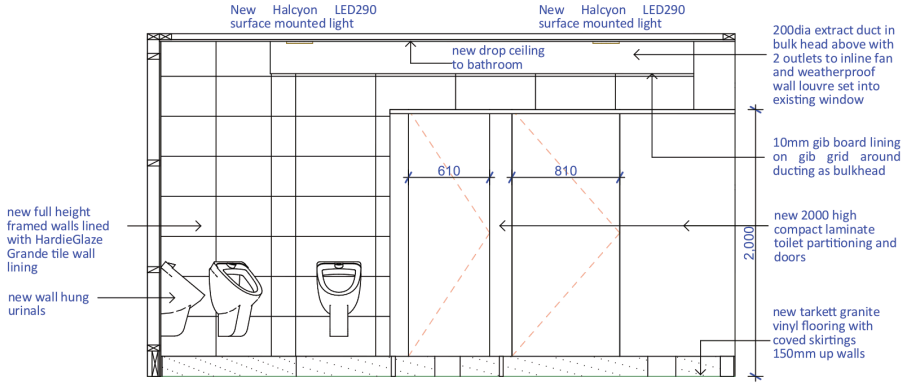
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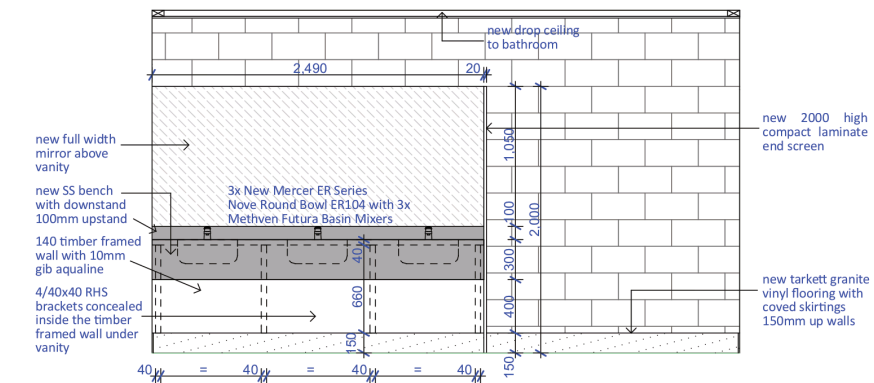
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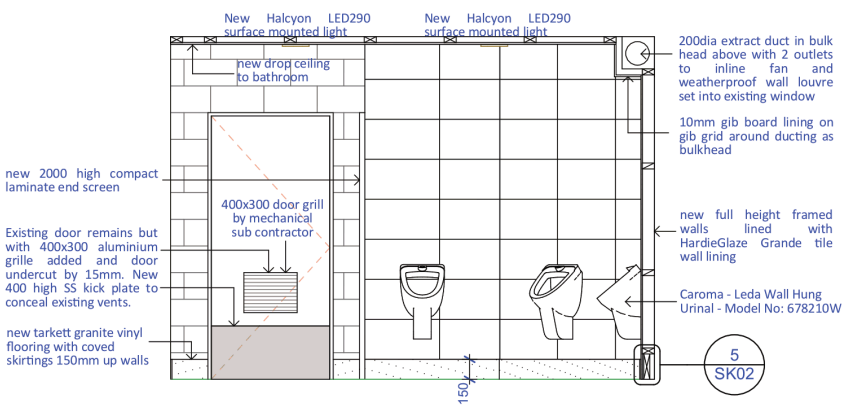
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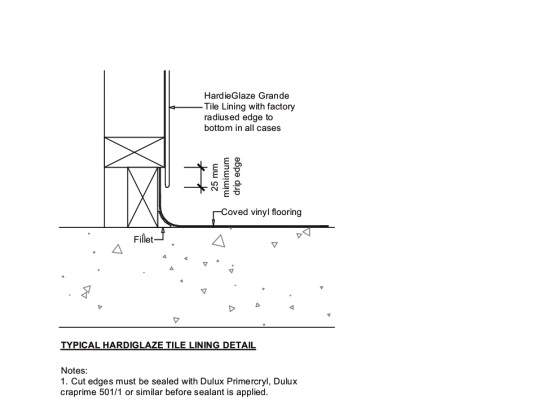
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3 Interior Elevation  
1:50



4 Interior Elevation  
1:50



5 HardieGlaze Lining Detail  
1:10

2019/20 CAPITAL ENDOWMENT FUND ROUND 2 – BRAINTREE WELLNESS CENTRE

Organisation	Project Details	Project Funding	Staff Recommendation
Canterbury Brain Collective	<p>The Brain Collective Trust plan to build a \$5.0m wellness centre, called BrainTree for local people living with neurological conditions. Located at Northfields Business Park development in Langdon's Road, Christchurch; the centre would provide office space for the two societies as well as leased space for organisations that care for the same cohort of clients, such as the Canterbury District Health Board (CDHB) and Aspire Foundation.</p> <p>The Trust aims for construction of the BrainTree building to begin in late July 2020, with completion being late May 2021. Fundraising is underway and a detailed feasibility study is being prepared by Pricewaterhouse Cooper over the next few weeks. Discussions have been held with City Council staff on consents and feedback has been positive; preliminary building design work is underway.</p> <p>The volunteer governance board of the Trust has representatives from each founding society as well as independent directors with significant commercial and public sector experience.</p> <p>The applicant provided letters of support for the project from CDHB's Director of Planning, Funding and Decision Support; and from the CEO of Age Concern Canterbury.</p> <p><b>Outcomes</b> The applicant and supporting organisations observe that there is a growing and unmet need to provide a centre that can fill the gap between medical and residential care by empowering and enabling people with neurological conditions to enjoy full and active lives in their homes and communities.</p> <p>The proposed wellness centre, named BrainTree, will be based in the community - not at a hospital or medical facility.</p> <p>Specifically, BrainTree will aim to help people and their whanau in three ways:</p> <ol style="list-style-type: none"><li>1. Use innovative and evidence based therapies and programmes to help people find out what they can do for themselves</li><li>2. Provide practical, every day support with a unique total wellness approach - covering exercise, diet, cognitive stimulation, education and social integration. BrainTree will provide a modern gym, specialist services and social connection (a place to share and learn from the experiences of others).</li><li>3. By embracing partners and whanau as an integral part of how it operates.</li></ol>	<p><b>Total Project Cost:</b> \$5,000,000</p> <p><b>Amount requested from CEF:</b> \$250,000</p> <p><b>Contribution Sought Towards:</b> Building Project - \$250,000</p> <p><b>Other Sources of Funding:</b> Seed Capital (Two Societies) - \$0.6m Commitments from CBC directors - \$0.5m Rātā Foundation - \$0.4m (Pending) Lotteries Grant - \$0.3m (Pending) Large Donations from Individuals &amp; Businesses - \$1.4m Public Fundraising Campaign - \$0.55m Term Loan at Concessional Rate - \$1.0m</p> <p><b>Ongoing Operational Expenses</b> The objective of the project is to raise sufficient funds for the building to be freehold, or if there's a residual debt, that it will be serviced by third party tenants such as the CDHB, Aspire Foundation, etc.</p> <p>By owning the building freehold, the rent that Dementia Canterbury Inc and Multiple Sclerosis Parkinson's were paying expects to be able to be used for servicing their clients and covering maintenance that may arise.</p> <p>The two Societies currently have to pay OPEX for the building they lease in Sir William Pickering Drive. Thus, at the completion of the project, the societies expect to see their operational costs reduced.</p>	<p><b>\$100,000</b></p> <p>That the Council</p> <ol style="list-style-type: none"><li>1. Makes a grant of \$100,000 from the 2019/20 Capital Endowment Fund Round 2 to the Canterbury Brain Collective for the BrainTree Wellness Centre.</li><li>2. Payment will be released in one instalment to the Canterbury Brain Collective subject to:  Evidence that four million dollars fundraising has been confirmed, approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2021, the approved amount will be rescinded and returned to the Capital Endowment Fund.</li><li>3. Reporting is to be submitted 12 monthly and upon completion of the BrainTree Wellness Centre.</li></ol>
Lead Unit: Community Governance and Support Unit			
Project Name: BrainTree Wellness Centre			
Project Brief			
In 2017 Dementia Canterbury and Multiple Sclerosis and Parkinson's Canterbury formed a partnership, The Brain Collective Trust, to develop a wellness centre that will provide premises for community organisations supporting local people with neurological conditions, to enable them to keep living lives full of potential.			
The centre will aim to provide innovative therapy and everyday support for people, their care partners and whanau - therefore enabling people to live in their homes and communities.			

Project Alignment	Staff Comments
<p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"><li>• Strengthening Communities Strategy</li><li>• Physical Recreation and Sports Strategy</li><li>• LTP 2018-28 Community Outcomes</li></ul> <p><b>Community Outcomes:</b></p> <ul style="list-style-type: none"><li>• Strong Communities</li><li>• Healthy Environment</li><li>• Liveability</li><li>• Sustainability policy, Social wellbeing policy, Ageing together policy</li></ul> <p><b>Significance</b> This project is highly significant to the community of Christchurch residents living with, or supporting those who live with, neurological conditions; however it is of low significance in the Christchurch City Council significance and engagement policy</p> <p><b>Category of Capital Endowment Fund</b> Civic and Community Category</p> <p><b>Alignment with Capital Endowment Fund</b> Project meets all criteria.</p> <p><b>Advantages/ benefits?</b></p> <ol style="list-style-type: none"><li>1. Social Benefits: The project is designed with connectedness of clients and carers at its core, enabling community members to support and learn from each other</li><li>2. Partnership Benefits: Co-locating health providers who share a client base and aligned purposes will help these organisations succeed efficiently and strengthen</li><li>3. Health Benefits: The project seeks to enable a total wellness approach; covering exercise, diet, cognitive stimulation, education and social connection, which is proven to have a hugely positive impact on the lives of people living with a neurological condition.</li></ol> <p><b>Disadvantages</b> There are limited disadvantages to CEF funding this.</p> <p><b>Risks</b> A risk is they do secure sufficient funding, causing delays to the project. However, the Trust has to submit further funding applications to other grant funders. This risk is mitigated in the wording of the resolution, which requires sufficient project funding to be received before the Capital Endowment Fund grant is released.</p>	<p><b>Specialists Consulted</b> Canterbury District Health Board (CDHB)</p> <p><b>Specialist Comments</b> CDHB's Director of Planning, Funding and Decision Support:  <i>"There are many benefits and opportunities where buildings can offer co-location for health organisations and as such this project is extremely important for those who are living with and/or are supporting someone with a neurological condition. Some of these benefits are obvious such as sharing multi-purpose spaces and equipment. Co-location makes better use of resources, which in turn assists organisations' sustainability, particularly critical for smaller, charitable trusts. Staff can also better coordinate care between services and link to a wider network using their shared knowledge and relationships thus streamlining referrals, increasing access to care, and improving communication between different providers. In preparation, should this venture be successful, Canterbury DHB is currently exploring potential and appropriate DHB services that could operate from within leased space in the new facility once it is available for occupant. Improving health services for all people with neurological conditions is critical to improving overall health and wellbeing for Cantabrians [therefore] Canterbury DHB strongly supports this project "</i></p> <p><b>Officer Comments</b> The applicant presented a comprehensive application and supporting documentation. Appropriate background work had been prepared; the site was purchased, feasibility study was completed with a further detailed feasibility study underway, they have engaged health partners and are taking a holistic approach to designing for the community that they seek to support.</p> <p>The Council officer met with representatives from the governance body of the applicant who confirmed they had raised \$1.35m to date. They would only green light the project once they had \$4.0m of funding confirmed.</p> <p>Rātā Foundation and Lotteries Commission officers confirmed that the project was eligible for their respective Building/Facilities Funding Pools and aligned well to their organisations' priorities.</p> <p>The staff recommendation to support this application is based on the strength of the applicant's governance team, preparedness, likeliness to succeed and the value the project would bring to this sector of the community, both now and in the future.</p>







BUILDING AREA: 1037m<sup>2</sup>  
SITE AREA: 4165m<sup>2</sup>

DRAWING: A000 REV:

SCALE@A4: 1 : 500

13/01/2020 12:09:01 p.m.

# SITE PLAN THE BRAINTREE CENTRE



**Wilson+Hill**  
Architects

2019/20 CAPITAL ENDOWMENT FUND ROUND 2 – CCC RECREATION, SPORTS AND EVENTS

Organisation	Project Details	Project Funding	Staff Recommendation
Christchurch City Council	<b>External Events Involved</b> Total of 43 internal and external events have participated to date, as well as the involvement of various waste sorting companies/partners (using community grant groups, paid staff and volunteers).  <b>Previous project funding:</b> Canterbury Joint Waste Committee – funded \$47, 8189.38 for this initiative across two financial years (2018/19 and 2019/20). This funding went towards onsite waste sorting costs for CCC produced events only. At the end of this financial year we are mandated to report back to the CJWC on the future of CFPE.  <b>Outcomes</b> <ul style="list-style-type: none"><li>Over two years this position would implement CFPE as a whole with a focus on development of sustainability at events and facilities with ongoing engagement with stakeholders.</li><li>Create partnerships and develop training plans to enable CFPE to become self-sustainable and best practice waste management for events in Christchurch and Canterbury.</li><li>Incorporate and develop other REGGE elements (e.g. energy efficiency, water efficiency, CO2-e reductions) as per TNC Report 2019, resulting in a more prosperous and liveable city through initiating best practice within the event permitting process.</li><li>Continue to engage the public and communities in sustainability initiatives, invoking behavioural changes and improved knowledge of waste management and sustainability</li><li>Christchurch will lead the way in sustainable event processes which will benefit the City of Christchurch, its citizens, and our communities. This will give Christchurch a unique point of difference when attracting events to our region.</li><li>Over two years this position would implement CFPE as a whole with a focus on development of sustainability at events and facilities with ongoing engagement with stakeholders.</li></ul>	<b>Total Project Cost</b> \$172,000 (Over Two Years) 2019/20 - \$86,000 2020/21 - \$86,000	<b>\$172,000</b>  That the Council
Lead Unit: Recreation, Sports and Events		<b>Amount Requested from CEF:</b> \$172,000 (Over Two Years)	<ol style="list-style-type: none"><li>Makes a total grant of \$172,000 from the Capital Endowment Fund Round to The Christchurch City Council Recreation, Sports and Events Unit for the Recreation, Sports and Events Sustainability Advisor.</li><li>Payment will be released in two instalments of \$86,000 from the 2019/20 and 2020/21 Capital Endowment Fund.</li><li>Reporting is to be submitted 12 monthly and upon completion of the Recreation, Sports and Events Sustainability Advisor project.</li></ol>
Project Name: Recreation, Sports and Events Sustainability Advisor		<b>Contribution Sought Towards</b> 2019/20 Salary - \$86,000 2020/21 Salary - \$86,000	
Project Brief		<b>Other sources of funding</b> Nil  <b>Ongoing operational expenses</b> Nil	
Composting Food Packaging at Events (CFPE) is an event waste management initiative that was created whereby food vendors are trained to use only approved compostable packaging. Before this initiative, all waste from events was sent to landfill. There was no composting stream available and even if there were yellow bins at an event, all recycling was too contaminated to be accepted.  From February 2017 – current, the initiative has diverted over 100 tonnes of waste from landfill across both internal and external events.  Due to significant growth of the initiative, and a drive to incorporate Resource Efficiency and Greenhouse Gas Emissions (REGGE) best practices, it is recommended that a 1.0 FTE staff member be appointed to sit within the Events and Arts Team to manage CFPE / REGGE and develop the initiative to be self-sustainable best practice waste management for events. \$172,000 for one Full Time employee for two years.			

Project Alignment	Staff Comments
<b>Alignment with Council Strategies</b> <ul style="list-style-type: none"><li>Waste Minimisation and Management Plan 2013, Resource Efficiency and Greenhouse Gas Emissions Policy 2018, Climate Smart Strategy 2010</li><li>Climate change leadership, Enabling active citizenship and connected communities</li><li>Maximising opportunities to develop a vibrant, prosperous and sustainable 21<sup>st</sup> century city</li><li>Liveable City, Healthy environment, Prosperous economy, Strong communities</li></ul> <b>Significance and Advantages/Benefits</b> <p>This initiative is helping to deliver on the Waste Management and Minimisation Plan 2013 and the Resource Efficiency and Greenhouse Gas Emissions Policy 2018. It directly responds to the climate emergency declared by Council and ECan, also contributes to the target of net zero greenhouse emissions by 2045 for Christchurch City. Council has also set a goal as an organisation to be carbon neutral by 2030. The data for these goals can be captured from REGGE reporting where CFPE contributes to the solid waste section of REGGE.</p> <p>Without the position, we would be unable to support and advise external events and advise on improved waste management in the Recreation and Sport Facilities. If the CFPE initiative had not supported the 36 external events over the last 2 to 3 years, 100% of the event waste would have been sent to landfill because there would have been no system / process to divert the waste. The current average <i>diversion</i> of waste from landfill is 75% which is substantial. Without a CFPE overseeing person, there would be no way of managing, advising and auditing all of the external event organisers and food vendors, therefore contamination and non-regulation would collapse the system. The EPT cannot undertake this project without including all external events due to current contamination risks and stakeholder trust in the delivery of the uncontaminated waste (i.e. Living Earth and Ecosort).</p> <p>This initiative strengthens relationships between the Council, communities and local businesses and is educating and empowering food vendors. It encourages environmental awareness and community education of more sustainable behaviours which creates stronger communities and a prosperous economy.</p> <b>Disadvantages</b> <p>Minimal disadvantages for CEF to fund this initiative; it brings great environmental and community benefits to Christchurch.</p>	<b>Specialists Consulted</b> <p>This initiative was reviewed by True North Consulting (TNC) – refer to attached TNC Report <b>Section 2.3 CFPE Review Observations and Recommendations (pg. 20)</b> for TNC Recommendations.</p> <b>Implementation Plan (Key Points from TNC Report):</b> <ul style="list-style-type: none"><li>Liveable City, Healthy environment, Prosperous economy, Strong communities</li><li>Develop name, brand and cohesive identity for REGGE best practice events.</li><li>Explore potential for incentives (e.g. additional promotion) for events that utilise best practice.</li><li>Prepare a marketing plan to further promote best practice.</li><li>Engage with events that have implemented best practice to build understanding and pursue refinement.</li><li>Engage with events that have not implemented best practice to understand rationale and consider how barriers can be overcome. Pilot new initiatives.</li></ul> <b>Category of Capital Endowment Fund</b> <ul style="list-style-type: none"><li>Innovation, Economic and Environmental Category</li></ul> <b>Alignment with Capital Endowment Fund Criteria</b> <p>There will not be ongoing Council operational investment required; to future proof this initiative a two year plan has been developed for deploying all aspects of the new process, including any compliance or incentives structures. Refer to attached TNC Report <b>Section 5. Implementation Plan (pg. 36)</b> for the two year implementation plan of the process. To ensure the project continues beyond two years we will develop a partnership model that does not rely on CCC funding.</p> <b>What will happen after two years</b> <ul style="list-style-type: none"><li>External event providers and facilities exemplifying best practice for their events.</li><li>Events Partnerships and Development Team will be trained and implementing best practice through permitting process (Using attached flow chart <b>Section 3.1 Solid Waste Reuse and Reduction Best Practice pg. 24</b>).</li><li>Waste sorting providers/partners will be self-sufficient with processes and methodologies set.</li><li>Christchurch narrative illustrates best practice waste management at events – supporting successful case studies and bidding for new city events.</li></ul>

# Composting Food Packaging at Events Trial 2.0 Summary

Attachment D Item 16



## Introduction

We, the Christchurch City Council - Events Production Team (EPT) are passionate about everything events, and are enlisted with producing events for the people of Christchurch and our city's visitors. Our events are free to the public and we deliver a varied calendar of events which has something for everybody.

Individually we are driven by improving our sustainability and we've now brought this ethos into our work to improve how we deliver events. We love bringing these events to life, however felt we could make positive change by making our events more sustainable and minimising the effect they have on the natural environment.

Imagine the volume of waste that is generated at every single event held in our city and sent to landfill - daunting isn't it! Previously, this is just what would happen following every event produced by the Christchurch City Council's EPT as well as numerous other externally produced events which take place in Christchurch every year. The environmental impact of this was no doubt substantial and there was a need for change to take place. As a majority of the event waste was made up of food and disposable packaging it was the team's belief that such waste could be diverted away from landfill and into other waste streams, namely composting.



## CFPE Trial 1.0 Recap

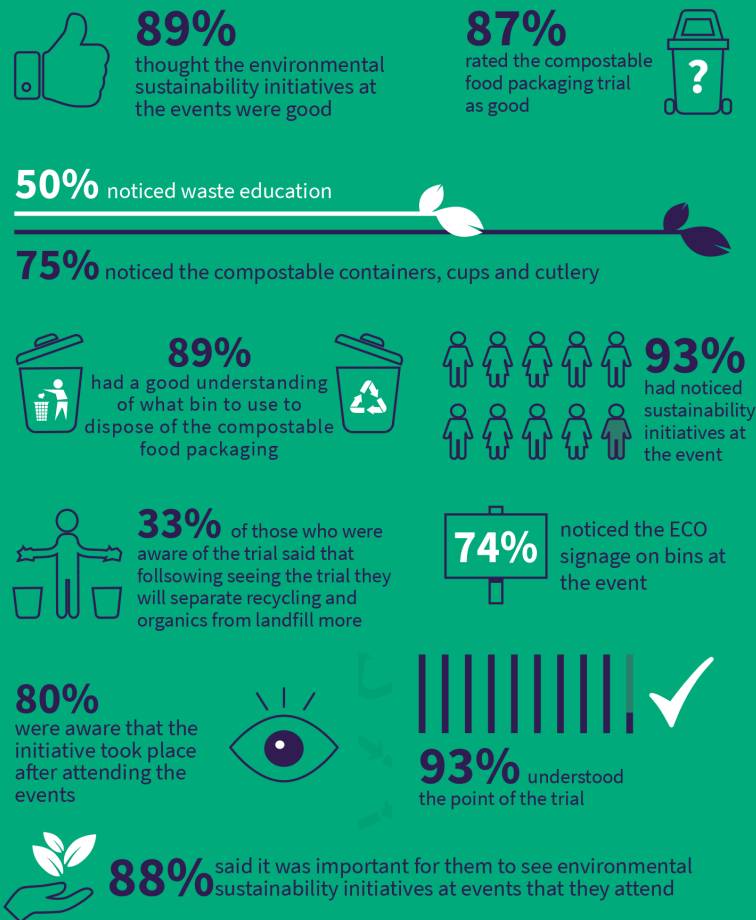
Composting Food Packaging at Events (CFPE) has originated from the team's wider Event Sustainability Framework. The entire Framework outlines action plans to target several areas of interest in sustainability that the EPT can work on. Waste management is one of the seven areas of focus for the Framework.

The first CFPE trial took place across three large public events in February 2017. The three events included two Council-produced public events (Sparks and Christchurch Lantern Festival) and one partnership trial event with Christchurch Night Noodle Markets. Before this initiative, all waste from events was most likely sent to landfill. There was no composting stream available citywide for events and even if there were yellow bins at an event all recycling was too contaminated to be accepted, unless hand sorted.

CFPE Trial 1.0 involved training over 100 food vendors to use only compostable packaging from one approved supplier - Ecoware Packaging. For the first trial there was a specific Kraft range that was permitted to be composted at the local composting facility. Food vendors at these events were audited onsite and all waste was hand-sorted to ensure minimal contamination to compost and also a clean recycling stream. There were two waste sorting companies involved with these three events in this initial trial; Our Daily Waste and Closed Loop. The three events had an estimated 190,000 attendees between them and diverted 12 tonnes of waste – which amounted to a total of 61% of all the waste generated from the three trial events.



## What the public thought of Trial 1.0



Data collected and analysed by OPINIONS

## What we've changed – Trial 2.0

After a successful CFPE Trial 1.0 the Council then extended the range of compostable food packaging to four suppliers, increasing the range of packaging for the food vendors. Vendors could order directly from these four packaging suppliers or through a distributor in the city who stocked the CFPE approved range. We also went from three events to 43 internally and externally produced events over April 2017–May 2019.

Over the following two years the EPT worked hard to assist and advise external events how to participate in the the CFPE protocol. All of the organic compostable food packaging products at these events were hand sorted and sent to the Living Earth composting facility.



Part way through CFPE Trial 2.0 the EPT made the decision to take on a Sustainability Partner as a full provider of both infrastructure and waste sorting services. Total Waste Solutions came on board and was responsible for all aspects of CFPE at CCC produced events as well as a number of other CFPE events. They have also invested in purpose-built infrastructure to support CFPE.

## What can actually be composted here in Christchurch?

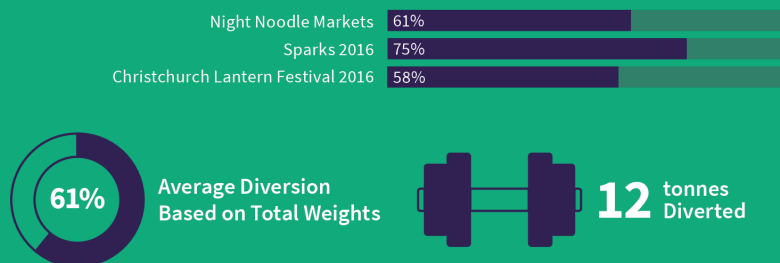
Most disposable food packaging in the market which is labelled as “compostable” often has a thin lining, which acts as waterproof coating and is made of a material known as “bioplastic”. One particular bioplastic commonly used and made from corn starch is called PLA (poly-lactide acid). Although PLA bioplastics are certified as commercially compostable to multiple international standards, there are still issues with composting them in facilities which produce certified organic compost in New Zealand, called “BioGro” certified facilities. PLA bioplastic lacks the ability to attain the local BioGro certification that is required by the commercial composting facility in Christchurch, a major hurdle for event organisers to overcome when it comes to waste management.

Although any CFPE approved packaging can be purchased by the public, they must still go in your red bin at home. The use of these products by participating CFPE events is in a controlled, managed event situation. If they go in your green bin, we have no way to distinguish these products from the unacceptable PLA lined products and risks having your bin stickered or not collected.

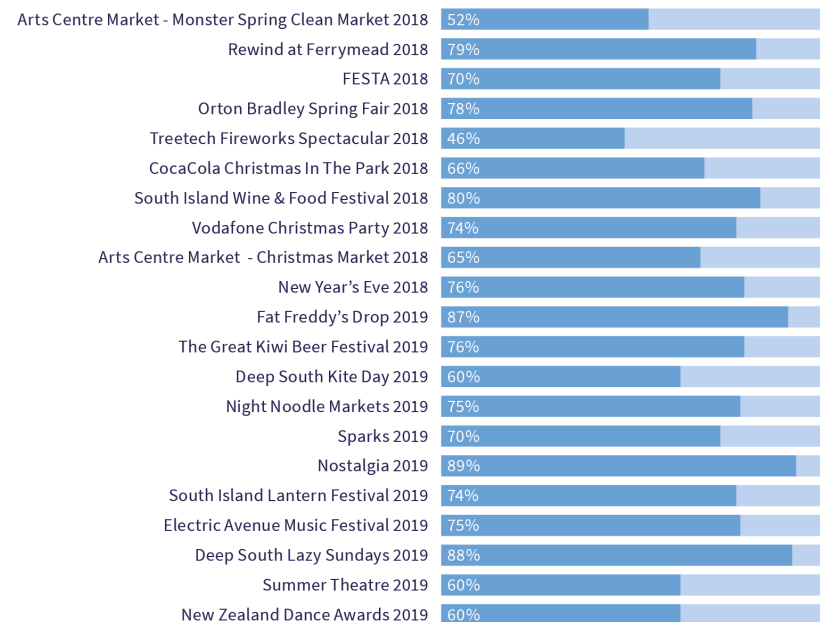
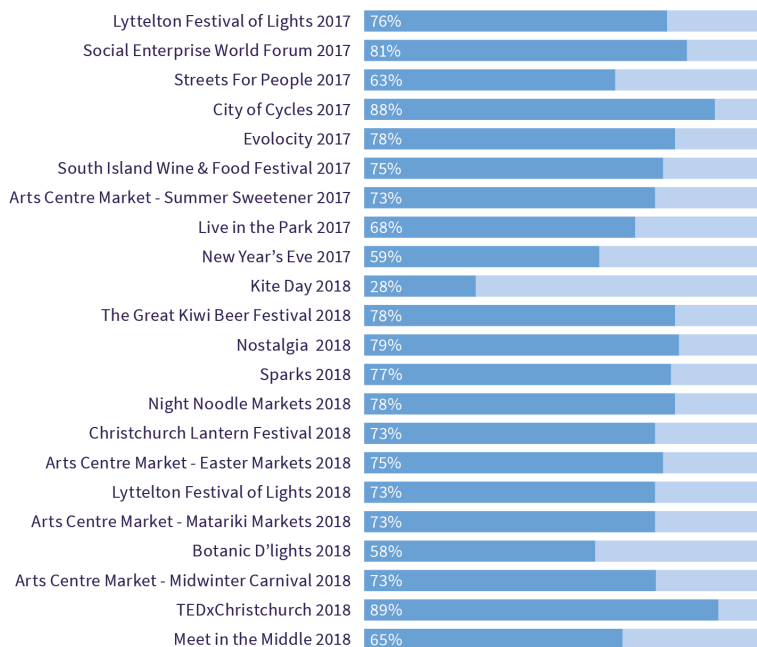
For a manual of all approved CFPE Trial 2.0 products please email [Shanti.Campbell@ccc.govt.nz](mailto:Shanti.Campbell@ccc.govt.nz)



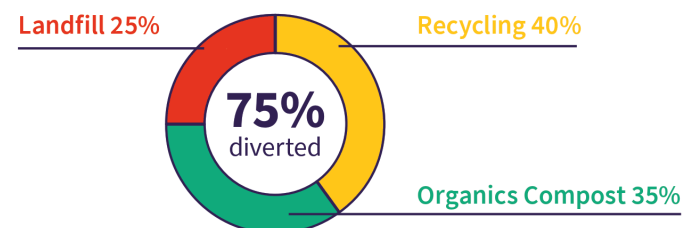
## CFPE Trial 1.0 Diversion Rates



## Trial 2.0 Event Results List



## Trial 2.0 Summary Results





87 tonnes diverted  
from CFPE Trial 2.0



100% of event organisers  
felt quite well or very  
well informed about  
the CFPE process



100% of event organisers  
found CCC staff support for  
CFPE as either supportive  
or very supportive



100% of event organisers  
felt the initiative was either  
important or very important  
to the environment

How did the event organisers rate participating in CFPE trial 2.0?



Very Easy  
54%



Neither Easy Nor  
Hard 5%



Easy Enough  
37%



Hard  
2%



Very Hard  
2%

How did the event organisers rate their experience in the CFPE trial 2.0 overall?



Very Good  
68%



Good  
24%



Neither Good  
Nor Bad 7%



Not So Good  
0%



Unpleasant  
0%

How did the event organisers rate the cost of implementing requirements for CFPE trial 2.0?



Very Reasonable  
15%



Reasonable  
54%



Neither Reasonable  
Nor Unreasonable  
12%

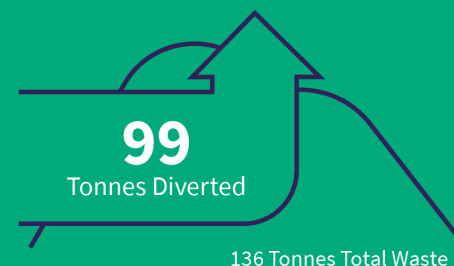


Unreasonable  
12%



Very  
Unreasonable  
12%

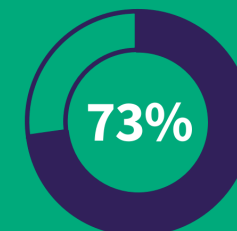
## Results from both trials:



905,000



Total number of event attendees  
exposed to the CFPE packaging was over  
905,000 people.



diverted from 46 events in total



Over 260 food vendors  
trained in CFPE

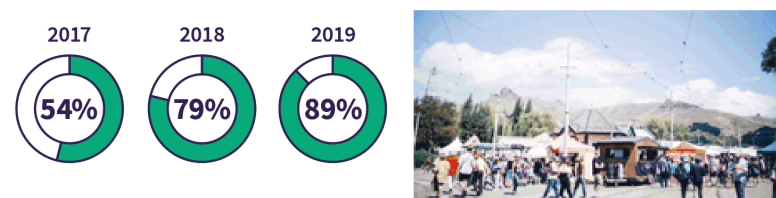
## Why events participated in CFPE...



#### Trial 2.0 Case Study #1

### Nostalgia Festival 2017–2019

Produced by: Wunderbound Ltd	Waste Sorting Company: Our Daily Waste	4500 attendees 1 day concert style event
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Nestled in the heart of Heathcote Valley, Nostalgia unites the community through the magic of music, showcasing a curated selection of feel-good New Zealand and international artists. The vintage festival streets offer incredible local food, craft drinks, roving theatre, markets and more.

Nostalgia's values are simple: we strive to create a unique festival that integrates the Christchurch community through celebrating collaboration, creativity, event sustainability and quality music.

Nostalgia aims to have as minimal effect on the land as possible, continuously working towards implementing and trialling new sustainable initiatives. The Festival encourages festival-goers to cut down on transport by using ride-sharing, private or public buses, and of course biking - join our Bike Gang.

The festival has teamed up with Our Daily Waste for over the last six years to work with festival vendors to minimise and control festival waste. Reusable cups and wash stations are provided throughout the park.

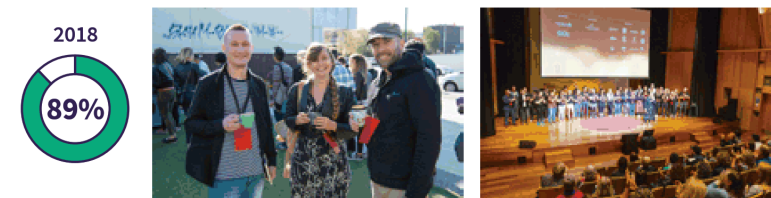
*'We've always been committed to event sustainability, but in the beginning it was tough as the public were less engaged and resources and experience were limited. Thankfully, as the event has grown so has our understanding of our footprint, plus the public have become more aware of event waste and are now demanding more conscious festivals. We will continue pushing new initiatives to make the event as sustainable as possible.'*



#### Trial 2.0 Case Study #2

### TEDxChristchurch 2018

Produced by MissingLink Consultants Ltd	Waste Sorting Company TEDx Volunteer Community	2018 saw 330 attendees, break out conference style event
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TEDxChristchurch is an event that brings together leading local, national and global thinkers and doers:

- To encourage wonder and exploration
- To connect possibility with practicality
- To serve as a bridge between Christchurch and the world
- To provoke, remind, delight, uplift, inform, and inspire.

*"Keep saving the planet, one event at a time"*

TED is a global platform devoted to Ideas Worth Spreading. TEDxChristchurch is an independently organised TED event that shares the best of the world with Christchurch and the best of Christchurch with the world.

Our core values celebrate local business, underpinning sustainability and innovation. Each year we aim to improve the experience for our attendees and reduce our total waste consumption. After increasing in size year after year, TEDxChristchurch took an intimate turn across 2017-18, dramatically reducing in event size and re-evaluating the offering.

We encouraged guests to bring their own water bottles and reusable cups and provided a filtered water trailer and mugs for use on site with a wash station supplied by our Event Partner, Hummingbird. Our Catering Manager, Richard Till designed food options to be individual portions, grab and go style, served on trays by our friendly volunteer team. Richard Till catered to waste free, and also took away all waste for his own compost bin so it was a nice closed loop/zero cost system.



### Trial 2.0 Case Study #3 Lazy Sundays 2019

Produced by: Christchurch City Council Events Production Team	Waste Sorting Company: Total Waste Solutions	15,000 attendees over 5 Sundays, concert in the Botanic Gardens
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Lazy Sundays is a Council produced series of free Sunday summer concerts in our award winning Botanic Gardens. In 11 years this event has grown to be loved by our performers and very popular with the crowds of all ages and ethnicities.

This was the first year that Lazy Sundays participated in the CFPE Trial with our sustainability partners – Total Waste Solutions. This event was able to achieve incredibly high diversion rates and the team feels with some more effort in coming years this event can be a landfill free event!

*"We have got so close to achieving zero landfill waste that we'd like to have that as our future target with the support of a CFPE Trial. This is also a great way to show leadership in sustainability to an influential audience."*

The Events Production Team at Christchurch City Council have led the CFPE Trials and have invested their time and energy into helping make other events in our region more sustainable. Sparks, New Year's Eve, Tretech Fireworks Spectacular, Botanic D'lights, Summer Theatre, Kite Day and South Island Lantern Festival (in partnership with Christchurch NZ) are other events that the team produces which participate in the CFPE trials.

The Council's Event Production Team will continually try to improve on all areas of event sustainability working under a framework to challenge ourselves. We want to set an example to other events and show that any event of any size, whether it be 500 or even 50,000 attendees can be produced to minimise the impact we have on our environment.



### Trial 2.0 Case Study #4 Night Noodle Markets 2017–19

Produced by: Stuff Events	Waste Sorting Company: Clean Event (2019), Closed Loop (2018, 2017)	2019 saw 150,000 attendees over 12 evenings. A food market styled outdoor event in Hagley Park.
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over 9 tonnes diverted,  
90,000 attendees



20.5 tonnes diverted,  
130,000 attendees



nearly 23 tonnes diverted,  
150,000 attendees

The Night Noodle Markets brings communities together to celebrate and eat delicious Asian food over the summer months in New Zealand and attracts all kinds of people, including keen foodies, families, young professionals and friends for a fun night out. A replica of the ever-popular Australian Night Noodle Markets (run for more than 20 years), the New Zealand Night Noodle Markets has been operated by Stuff Events since 2016. Stuff is committed to running sustainable and environmentally-friendly events.

Earlier this year Night Noodle Markets won the NZEA's Award for NZ's Best Sustainable Event. Stuff Events and Sponsorship Director David Blackwell is thrilled with the win, which recognises the ever-popular travelling food festival's achievements across a number of sustainability initiatives.

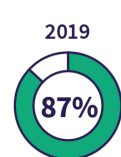
*"It's fantastic to receive this accolade and to celebrate the amazing work of the team. I hope we can inspire more events to prioritise sustainability practices like we have, and reduce the carbon footprint of events across New Zealand."*



Trial 2.0 Case Study #5

## Fat Freddy's Drop 2019

Produced by: Team Event	Waste Sorting Company: Total Waste Solutions	6,000 attendees concert style, one day event in Hagley Park
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A powerhouse of Kiwi and International musicians teamed up as part of their huge 7-stop Summer tour and brought the good times to Christchurch. Freddy's incredible tour bus buddies included: Unknown Mortal Orchestra (US), The Black Seeds and Ladi6 were joined on tour by DJ Norman Jay (MBE), all the way from London, U.K. plus support from Dillastrate.

Team Event produce quite a few of the crowd favourite events in the Christchurch Summer calendar. Over the last two years they have worked on having all of their events and festivals participating in the CFPE trials, like the South Island Wine & Food Festival, Electric Avenue Music Festival and The Great Kiwi Beer Festival. Team Event partnered with Total Waste Solutions and have diverted over 30 tonnes of waste across all of their events. A big part of the struggle from these events are the waste produced by wine and beer stall holders. There's a massive amount of education that needs to go into this and something the team is continuously working on!

*'Participating in CFPE has helped Team Event to understand the many ways that responsible management of our numerous waste streams can be achieved. Support from the Christchurch City Council and Total Waste Solutions has been central to the success of this program to date. Their efforts to create clear policies and procedures and educate our event participants (exhibitors and attendees alike) on the benefits of CFPE have helped us achieve an 87% diversion rate on this event, which far exceeded our expectations. Team Event continues to explore opportunities to reduce the environmental impact of major events in Central Christchurch, kick started by our learnings from the CFPE 2.0 Trial program.'*



## Benefits Of The CFPE Initiative

- Improved levels of customer satisfaction for Council events.
- A reduction in solid landfill waste arising from Council, private events and facilities.
- Positively responding to public concerns around plastic and waste.
- Developing an approach applicable to other cities and events throughout NZ.
- Encouraging environmental awareness and behaviour change for residents and visitors.
- Encouraging environmental practices in local businesses.
- Strengthening relationships between the Council, communities and local businesses.
- Helping to deliver on Council Policies such as Waste Minimisation Plan and the Resource Efficiency and Greenhouse Gas Emission Policy that challenges all parts of Council to reduce waste.
- Strong alignment with the Councils Strategic Framework such as Healthy Environment, Liveable City, Climate Change Leadership and Sustainable 21st Century City.
- Directly responding to the state of "climate emergency" declaration made by Council and ECan.



## Waste Sorting Companies Involved



[totalwastesolutions.co.nz](http://totalwastesolutions.co.nz)



### Total Waste Solutions

Total Waste Solutions are a Christchurch owned and operated waste company specialising in landfill diversion innovations. Our partnership approach focuses on working with our customers to help minimise waste and increase recycling, composting and reusable solutions. Providing education and auditing, we provide a full waste service for both residential and commercial customers as well as onsite waste sorting for events. As the Sustainability Partner for the Council Events Team, we have invested in purpose-build infrastructure to support onsite efficiencies for CFPE, helping the initiative to be economically sustainable for both Council-produced and other major events taking place in Christchurch.



[ourdailywaste.co.nz](http://ourdailywaste.co.nz)



### Our Daily Waste

Our Daily Waste is a local waste prevention consultancy that specialises in providing event recycling systems, with more than 75 Canterbury events having benefited from our services. Because most event recycling is too contaminated and is sent to landfill, our policy is to hand-sort all waste, with the guarantee that it will be accepted at the recycling plant. In 2018 we began adding another service – Our Daily Wash – for events wanting to go more sustainable whereby we lend out reusable cups and then wash them. In addition to events, ODW also supplies waste reduction advice and customised recycling signage to schools and businesses, and supplies recycling sorting services to assist organisations in increasing recycling and decreasing waste overall.



[closedloop.com.au](http://closedloop.com.au)



### Closed Loop

Based in New Zealand, Australia and the United Kingdom, Closed Loop has more than 15 years' experience providing comprehensive environmental solutions across aviation, hospitality and health, catering, events, venues, cleaning and recycling management.

We achieve this through expertise in integrated disciplines including; recyclable packaging; bespoke or off the shelf, waste auditing, resource management, organics recycling, education and production of training videos to share our clients' environments stories, cleaning, facilities management and waste infrastructure, consultancy and resource recovery and communication campaigns that engage both internal and external stakeholders. Sustainability defines who we are and what we do. And we love what we do!



[cleanevent.co.nz](http://cleanevent.co.nz)



### Clean Event

Clean Event was established to provide superior waste minimisation results for events. The company provides both large and small events with a complete waste management and cleaning solution, including bins, staffing, on-site sorting, waste disposal and pre-event waste minimisation consultation and advice. Clean Event has helped events throughout the country achieve their waste minimisation goals and now diverts over 200 tonnes from landfill from events annually.

## What does the future CFPE look like?

The CFPE initiative has been viewed as a success by food vendors, event organisers and the wider public. This has changed the landscape of how we produce events in our city. The CFPE initiative is growing rapidly. More and more events internally and externally want to participate and now facilities and other communities in Christchurch are also wanting to make more sustainable choices.

Currently this initiative has been staffed from existing roles within the Events Production Team on top of current roles. The growth of CFPE and other sustainability opportunities means that additional resource will be required to further grow and futureproof CFPE. The team are now working on finding that role and hope that the initiative will be made permanently available to events in Christchurch going forward. This staff member would coordinate CFPE externally, enabling other event organisers, communities and hopefully facilities in the city. It should be noted that if this resource cannot be found then the Events Production Team will be unable to maintain their involvement and support for external event organisers. Throughout this research and development, as well as taking into consideration the recent Council declaration of a climate emergency, the team are also looking at how the Council can develop this solid waste initiative into a full sustainability approach. We're looking at other environmental factors aside from solid waste that is generated from events, like water usage, power and other factors that generate greenhouse gas emissions.

Through the implementation of the CFPE initiative, Christchurch City Council has the potential to become a leader in sustainable event and urban policy. It gives us an opportunity to show that a Council led-initiative like this can result in the strengthening of relationships between communities and local vendors. This approach of involving all aspects of councils, external event organisers, waste management suppliers and packaging companies is the first of its kind - a significant accomplishment for our city. Other facilities, communities and venues are looking at what we're doing and how we're doing it. Following the development of the CFPE initiative it is hoped that other Councils from around the country and the world will follow suit and join us in delivering more sustainable events.

The CCC Events Production Team would like to thank the support from the Canterbury Joint Waste Committee for funding additional costs to waste sort at the CCC internally produced events. This funding has allowed the team an opportunity and space to further push and future proof the initiative and find ways to make CFPE economically and environmentally sustainable.

## Sustainable Supplier Case Study Fahey Fencing Hire



Ben Gorst  
Ben@faheyfencehire.co.nz  
021 334 956 03 343 9960  
General Manager, Fahey Fence Hire Ltd

faheyfencehire.co.nz  
f i

### Fahey Fence Hire is a Carbon Zero Certified Organisation. Why did Fahey Fence Hire decide to opt in for this certification?

Five years ago we felt that we needed to rethink how we operate as a business and also how we are placed on the landscape around our other competitors. Specifically what point of difference does our business have and how do we operate? First off we decided as a team that we would become paperless. That five year goal then triggered some thought around our carbon emissions. At the time a member of staff was studying BA in Management and had completed paper on sustainability. We decided that this was a great opportunity to tie that into our paperless mission. We knew could improve our systems by going weight based and this would lead to less paperwork, meaning less errors and ultimately less paper. That's when we looked at the CEMARS programme with Enviro-Mark Solutions.

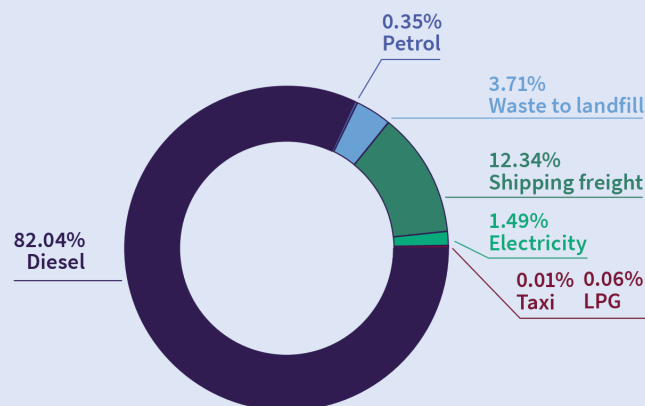
### What does this certification mean to you?

In simple terms it means we're constantly challenging our thought process around the environment and sustainable practices. We wanted to offer a different experience for our customers, based on products and how we deal with our customers operationally. Ultimately it advanced our decision making around system changes, which lead to how we communicate with our customers. What was involved in the process of gaining this certification?

The CEMARS Programme is where you carry out a full carbon zero audit without offsetting your emissions. Looking at how much carbon you actually produce. When we signed up to the CEMARS programme with Enviro-Mark this also committed us to our paperless goal. Which we have almost achieved and continue to work on.

We are measured by a main KPI, which is total emissions, divided by our total turnover (\$). During each year we capture data in relation to our carbon emissions. This can range from how fuel we are using (the obvious one), how much waste we produce, to how much freight is needed to operate our business e.g. getting our stock from overseas. This gives us a figure. The total emissions data is collated through using tools like external websites, which can provide your carbon emissions when you enter your freight data, taking into consideration container shipping and travel etc. If we are increasing in turn over then there should be a noticeable decrease in emissions. Because you are constantly trying to come up with more efficient ways of doing things.

Fahey Fence Hire operational GHG emissions sources



We can then offset our total carbon emission weight by the purchasing of carbon credits, as a dollar amount is associated to a carbon emission weight. Those credits can be all sorts of different schemes from windfarms in China, to the local Banks Peninsula programme working on sustainable forestry, which is one we currently support. It's basically like online shopping, you can go in and buy credits from schemes listed. Any carbon credits on shore in New Zealand are a lot more expensive than from overseas. We could have bought a lot more and done things a lot cheaper, but we prefer to put our money towards New Zealand and local schemes. That way we know the money is going back into our community and improving environments within New Zealand.

There is a cost of being a part of the programme, which covers your audit process, it's like paying a membership. It is a big cost for the size of business we are. But without being a part of this programme we wouldn't be so dedicated and committed to making the changes. Not only are we committed because we are spending the money, but we have made time commitments to making these changes because you are held accountable to meeting your KPI's each year. You will have different KPI's each, which are targets that you set and must reach. The purpose of the programme is to reduce your carbon footprint and the KPI's hold you responsible for this, so you can't just buy your way out every year. You can't buy sustainability.

We have seen advantages in other areas that offset that membership cost. From a Health and Safety perspective we are often asked by clients if we have an environmental plan or a sustainable policy. Or when we are tendering for big jobs, or talking to influential people in our industry we are proud to be able to state that we are a Carbon Zero certified company. We hope that would provoke some kind of thought in their decision making and processes.

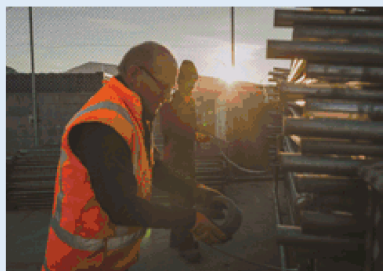


Enviro-Mark as a group has been really positive, they have suggested to help us find ways of finding new KPI's that are more representative to our industry, which is currently something that we are working through. Even within the programme not only are you encouraged to have thought process around your carbon footprint, even deeper with your KPI's if they are not suited to your business they will have find another way to measure this. For example, total carbon weight used, divided by total man hours worked, would show efficiencies in a different way. We may have had less people working, reduced carbon emissions per person. It just shows that there are many different ways of measuring your efficiencies in reducing your carbon footprint and Enviro-Mark are willing to help you find your best measurables.

#### How does this certification change your day to day business and practice?

Initially we tried to make changes on mass. This was hard at first, but these changes are now part of our everyday practice e.g. separated bins out the back of the building instead of only one general bin. That has made a huge difference to our reduction in landfill every year. Annually we make changes and then in time they become business as usual.

At our premise here in Christchurch we have installed a biodiesel tank, which is partially made from canola oil from your very own fish and chip shops, supplied to us by Green Fuels NZ Ltd. Our work trucks run 10% on biodiesel mixtures as well. Our two new staff vehicles run on 100% biodiesel from this onsite tank and the vehicles also have the best rating you can have for emissions. When we all think of diesel vehicles growing up we remember noisy and smoky fumes everywhere - these new vehicles running on biofuel are completely different: quiet and clean. We can get around 760km out of a 50L tank. Eight per cent of our vehicles on site are also under a certain age too. We are pushing these changes from a Director's perspective and making the right choices for a sustainable business.



Even if you just make small changes within your company – I totally support that. But with this Carbon Zero programme there is accountability, which means there will ultimately be better outcomes.

**Does Fahey Fence Hire have any future goals around sustainability?**

We plan to stay on the Carbon Zero plan, maybe find some different KPI

measurable that are specific to our company and that area of trade. For me, one of my personal goals of the business is that we are not just a company that has just “purchased” a carbon zero status, but a company that is a leader in that area—regardless of how small we are!

**Where can companies go to find further information about becoming a Carbon Zero Certified Organisation?**

[www.enviro-mark.com](http://www.enviro-mark.com)

Ben is happy for other companies to contact him and shout him a coffee for some advice.



**ECO**  
CENTRAL

**EcoCentral**

[ecocentral.co.nz](http://ecocentral.co.nz)

EcoCentral is a major processor of waste and recycling for Christchurch and the surrounding districts.

EcoCentral operates the following facilities:

- The EcoSort, a large semi-automated plant on Parkhouse Road which processes recyclable materials received from the yellow bin recycling in Christchurch and surrounding Canterbury region, commercial and event recycling.
- Three EcoDrop facilities for resource recovery at the drop off area at the recycling centres and refuse disposal either via the red bin refuse collection or directly from commercial operators or members of the public.
- The EcoShop is located on Blenheim Road and is the resale, reuse outlet for recycled items, providing an economical and sustainable option to buying new.

**Do you know what you can recycle in your Kerbside yellow bins?**

For more info visit [ccc.govt.nz/recycling](http://ccc.govt.nz/recycling)

Or download the app: **Christchurch Wheelie Bins**



The Christchurch City Council would like to thank the organisations, events, businesses and communities involved with the Composting Food Packaging at Event Trials.

If you have any questions about the Trials or would like to be involved in the future please contact Shanti Campbell at [shanti.campbell@ccc.govt.nz](mailto:shanti.campbell@ccc.govt.nz).



FSC™ Certified 100% Recycled Pulp  
Made on Recycled paper, please recycle after use.



...the right  
direction...



CHRISTCHURCH CITY COUNCIL

## EXTENDING THE CFPE TRIAL TO EXTERNAL EVENTS:

### Resource Efficiency and Greenhouse Gas Emission (REGGE) Requirements Model for Third Party Events

TRUE NORTH CONSULTING  
16 OCTOBER 2019

## 1. INTRODUCTION

True North Consulting (TNC) has worked extensively with Christchurch City Council (CCC) over the last year to refine and develop the model for deploying Composting Food Packaging at Events (CFPE) at CCC-run events. CCC has requested TNC to consider how best to explore the extension of the CFPE events approach used for internal events to events undertaken by third parties.

CCC has advised the following:

- The CFPE 2.0 trial has been successful and the process is considered – overall – to be working well.
- Total Waste Solutions (TWS) has indicated that some aspects of the waste sorting process will need to be reviewed and potentially amended.
- In addition to solid waste reduction, the proposed Resource Efficiency and Greenhouse Gas Emission (REGGE) requirements will include energy efficiency, greenhouse gas emission reductions and water efficiency.
- There is a desire to set a REGGE framework for events. This would be initiated as a 'best practice' approach, but may become part of CCC Event Permits in time.
- There are currently no set criteria for any aspects of the REGGE framework as they may apply to events.
- There is a desire to make this best practice approach available to third party event providers as well as to other territorial local authorities in New Zealand to enable similar approaches. CCC has been a pioneer in this space.
- There is uncertainty about the roles that would be required internally in CCC or externally in order to administer any potential permitting requirements around REGGE.
- Assistance is needed to determine how to ascertain best practice in terms of REGGE for externally managed events, with consideration given to how this might move into the compliance space in time.

In order to address these requirements, TNC has been engaged to undertake the following, the deliverables for which are included in this report:

### 1. Undertake CFPE review:

- Capture the process as it currently stands.
- Engage with stakeholders (including TWS) to determine how the process might need to change, and what has been learned in deploying the agreed model.
- Deliverable – Brief CFPE review document

### 2. Prepare REGGE Best Practice Criteria:

- From CFPE review, determine the requirements for waste reuse and reduction best practice at different event scales.
- Develop and review criteria for energy efficiency, greenhouse gas emission reductions and water efficiency requirements for events at different event scales.
- Deliverable – REGGE Best Practice Criteria document.

### 2.3 CFPE Review Observations and Recommendations

Based on analysis of the current CFPE process, and informed by stakeholder feedback, the following key observations and recommendations are made regarding the CFPE process:

- It is apparent that CCC has taken a strong leadership role in pursuing CFPE and has done so carefully and with very strong results. The initiative is well regarded by stakeholders and, anecdotally, by event attendees.
- The CFPE process has been strongly embraced by many in the events space. There is an apparent preponderance of sustainability-focused event managers in Christchurch, which has helped establish the approach. Where sustainability is not a major intrinsic driver from the events manager or the event itself, support is more measured. It is clear also that the process has improved significantly as subsequent trials and iterations have been deployed, and the current process is seen as relatively mature, stable and efficient.
- It appears that cost is the only notable concern for stakeholders, and then only for a minority of those consulted. It is apparent that there are a number of factors (particularly size and type of event) that determine whether CFPE is cost-effective. Wider deployment of the CFPE approach will need to recognise these factors and ensure that the – sometimes very significant – increases in cost that event organisers are required to pay are addressed in further development. This may involve looking at funding mechanisms for certain types of events.
- The CFPE / REGGE function within CCC, as it pertains to events, needs to be more thoroughly resourced and strategically linked to wider CCC objectives. Almost every stakeholder engaged with for this review commented on the exemplary work that Shanti Campbell has undertaken on top of ordinary duties, and expressed concern at the sustainability of her workload. Most expressed uncertainty as to whether CCC was committed to the initiative based on their observations in terms of resourcing. It is vital for the future of the process that CCC be seen to be adequately resourcing CFPE and continuing its development. It is recommended that a full-time CFPE / REGGE staff member be engaged to focus on development of sustainability at events and ongoing engagement with stakeholders. It is further recommended that this resource sit within the events team and have familiarity with how events work, but not carry an events production workload, which would detract from the role.
- In order to fully understand the impact of CFPE, the quantitative value of waste diversion needs to be captured. The CFPE trials diverted a total of 99 tonnes of waste from landfill. In addition, 260 food vendors were trained in using CFPE and most have continued to use compostable food packaging even if not required to do so at events. This waste diversion, at least through deferred capital investment in landfilling, will have a financial value to CCC. In addition, the larger scale adoption of CFPE at events may assist CCC to secure larger or more prominent events which are seeking to align with a sustainable events approach. Quantifying the overall economic value of CFPE, including wider factors such as education value, will aid CCC in justifying resourcing of its future development.
- As part of the CFPE development process, closer engagement and partnership with TWS is recommended. It is acknowledged that TWS has taken considerable risk in stepping into the events space, but also that they may incur considerable financial benefit from doing so if they formulate the right approach to providing these services. As CCC's Sustainability Partner for waste at events, it is appropriate that CCC work more closely with TWS to co-design systems that will enable waste services to be provided at a range of events in a cost-effective and predictable manner. This has certainly happened, but more work is required here, and it will be very important that this relationship does not devolve into something adversarial or purely driven by economics. TWS' engagement and desire to be an active partner will be critical for the future success of CFPE.

- The food vendor list is a key asset in the CFPE process. This not only provides event managers with a list of reputable food vendors that have training in managing waste, but also ensures that, for the most part, compostable packaging is being used at events whether they are participating in CFPE or not. It is evident that food vendors have also embraced CFPE to a reasonable degree and incorporated it into their standard operating practices. The opportunity exists to do more with this list and drive events towards a more sustainable approach with the list as an entry point.
- There is an urgent need to assemble clear information about the CFPE process in a single location. This should be a well-designed web-page with downloadable information and access to actively updated lists (approved packaging and approved food vendors) and application forms (permitting and approvals).
- It would be beneficial for CCC and event managers to develop a more cohesive marketing plan for CFPE. This would include CCC more actively promoting what it has done in this space, as well as equipping participating events to promote their involvement. In addition, promotion of participating events through the CCC website or other publications would be a low-cost way to incentivise events to participate in CFPE, and it is clear such promotion is highly valued by event managers. It is likely that neither CFPE nor REGGE would be seen by stakeholders as an engaging brand for the future development of the initiative.
- Currently, much of the work required to deploy CFPE at events has been undertaken by CCC, or with CCC's close involvement. To make this system sustainable, CCC should look to move as much of this work to external partners as possible. It is acknowledged that discussions are underway regarding waste companies undertaking the food vendor auditing functions themselves. This is seen as important in ensuring an efficient system over the long-term. It will be important that there is strong communication to ensure that the auditing function is kept well aware of the packaging that is approved for use to support this process at events.
- There is a genuine opportunity to introduce and support the use of reusable food packaging, particularly for smaller events. A CCC washing trailer and 'plate and cup' library are initiatives that may assist smaller events to successfully avoid food packaging, substantially or completely. A business case for such equipment should be prepared and evaluated. This could operate similarly to the supply of bin lids which has been a cost-effective way for CCC to support smaller events to pursue sustainability.
- The current system relies on the use of 'volunteer' grant groups. This has been identified by several stakeholders as an area for concern at different levels. It is difficult to see how the CFPE approach could work cost-effectively without the use of grant groups, but further development and consideration is required here. Is there a way to minimise the use of grant groups or satisfactorily mitigate against the identified risks inherent in their use?
- Bin ambassadors are considered important by many stakeholders in ensuring efficient sorting, and engaging the public on effective recycling. It is unfortunate that this appears to be the first waste 'line item' that is cut from external event waste service quotes. Further consideration needs to be given to how this role can be fulfilled, and whether funding should be made available for it (as a public good) or whether this should be an essential part of the CFPE approach.
- There is considerable support for including CFPE at a compliance level, but this would need to be approached carefully and allow for some flexibility. A stepped approach based on the type of event (particularly whether the event is food/alcohol-focused) and the number of expected attendees would be required. Considerable advance notice of any compliance would also be necessary to allow event managers to prepare adequately. Smaller events may require support to pursue sustainability, either through the provision of resources (such as a 'reusables' washing trailer) or through access to funding to offset costs.

### 3. RESOURCE EFFICIENCY & GREENHOUSE GAS EMISSIONS (REGGE) BEST PRACTICE CRITERIA

Clarification of appropriate best practice for both CFPE, and Resource Efficiency & Greenhouse Gas Emissions (REGGE) is required to guide future actions for events. In order to determine best practice criteria, this section has focused on the following:

1. From the CFPE review, determining the requirements for waste reuse and reduction best practice at different event scales.
2. Development and review of criteria for energy efficiency, greenhouse gas emission reductions and water efficiency requirements for events at different event scales.

#### 3.1 Solid Waste Reuse and Reduction Best Practice

Under Christchurch City Council rules, the current compliance requirements (through permitting) for waste at events are minimal. The event permit states:

"You have confirmed through your application that you have a waste management plan for this event. The venue and surrounds must be left in a clean and tidy condition at the end of your pack out. Any additional cleaning required will be charged directly to the event organiser. A greener event guide is also available on the Ministry of Environment website."

"If you require additional rubbish bins for your event, this must be organised through a waste management company or similar. Council does not provide waste management services for events. "

Therefore, while at least red bins will commonly be required as part of the waste management plan, there are no permitting requirements in place for any events that prescribe the waste management solution that must be in place. Permitting is only required for events being undertaken on council-owned land.

The best practice for waste reuse and reduction at events is, therefore, a completely voluntary activity which, as demonstrated in the previous section, been adopted by a significant number of event managers. As a result of the development work and trials under the CFPE programme, the *current best practice* requirements for waste at events separates events into a number of key event types:

- **Type 1 Events** – Have no material quantities of expected waste e.g. a fun run in the park.
- **Type 2 Events** – Have minimal quantities of expected waste (<20kg) and expect fewer than 500 people. May have commercial food or beverage vendors, but no *compostable or recyclable* waste is expected to be produced e.g. church picnic or sports club events.
- **Type 3A Events** – Have substantial quantities of expected waste (>20kg) and/or expect more than 500 people. May have commercial food or beverage vendors, but event is not food/alcohol focused.
- **Type 3B Events** – Have substantial quantities of expected waste (>20kg) and/or expect more than 500 people. Event is food/alcohol focused.

These characteristics are summarised as follows:

	Type 1 Events	Type 2 Events	Type 3A Events	Type 3B Events
No expected waste	Yes	-	-	-
1 to 20 kg of expected waste	-	Yes	-	-
More than 20 kg of waste	-	-	Yes	Yes
More than 500 attendees	-	-	Yes	Yes
Food/alcohol - focused event	-	-	-	Yes

The *current best practice* requirements for waste at events is as follows:

	Type 1 Events	Type 2 Events	Type 3A Events	Type 3B Events
Bins required				
Litter-picking required	Yes	Yes	Yes	Yes
Waste sorting required	-	-	Yes	Yes
Vendor and packaging management (CFPE) required	-	-	-	Yes

Based on the CFPE review, and the information gained as a result of stakeholder engagement, revised best practice requirements have been prepared for consideration and potential implementation.

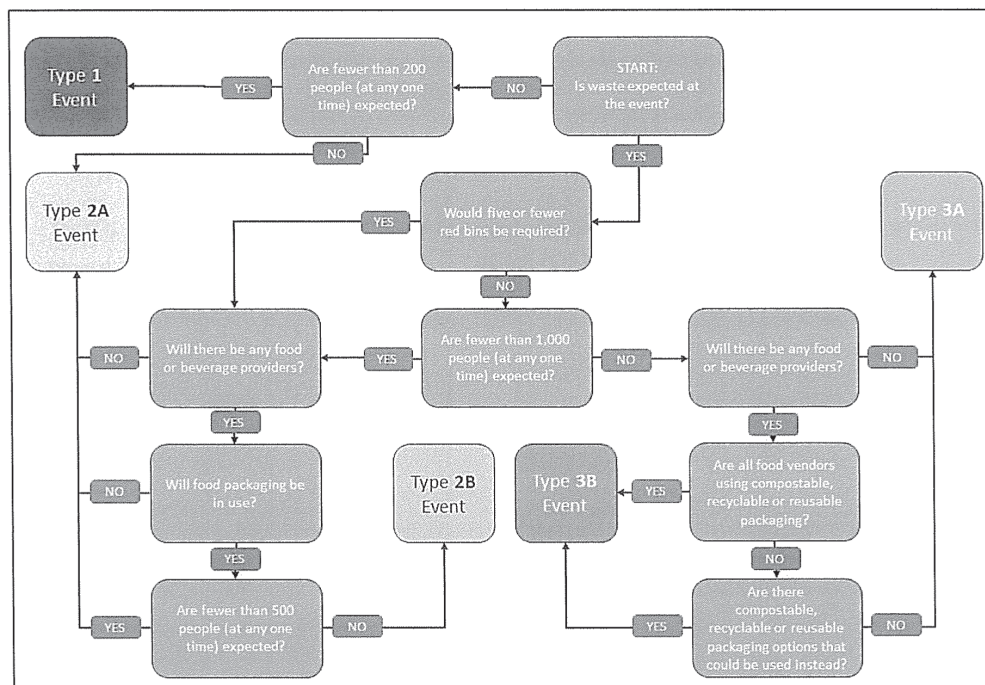
Under the *revised best practice* requirements, the event types are amended as follows:

- **Type 1 Events** – Have no expected waste.
- **Type 2A Events** – Have minimal quantities of expected waste (five or fewer red bins required) and expect 1,000 or fewer people. No commercial food or beverage vendors are present, or no food packaging is in use.
- **Type 2B Events** – Have minimal quantities of expected waste (five or fewer red bins required) and expect 1,000 or fewer people. Commercial food or beverage vendors are present, and food packaging is in use.
- **Type 3A Events** – Have substantial quantities of expected waste (more than five red bins required) and/or expect more than 1,000 people. No commercial food or beverage vendors are present, or packaging in use includes non-recyclable or non-compostable packaging for which there is no viable alternative.
- **Type 3B Events** – Have substantial quantities of expected waste (more than five red bins required) and/or expect more than 1,000 people. All food vendors are using compostable, recyclable or reusable packaging.

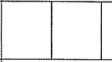

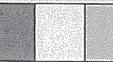


These characteristics are summarised as follows:

	Type 1 Events	Type 2A Events	Type 2B Events	Type 3A Events	Type 3B Events
No expected waste	Yes	-	-	-	-
200 or fewer attendees.	Yes	-			
Five or fewer red bins required.	-	Yes	Yes	-	-
More than five red bins required.	-	-	-	Yes	Yes
500 or fewer attendees.	-	Yes			
1,000 or fewer attendees.	-	-	Yes		
More than 1,000 attendees.	-	-	-	Yes	Yes
Food / beverage providers present and food packaging in use.	-	-	Yes	-	Yes
All vendors using compostable, recyclable or reusable packaging.	-	-	-	-	Yes

The following flow-chart guides the process for determining the event type:



The revised best practice requirements for waste at events is as follows:

	Type 1 Events	Type 2A Events	Type 2B Events	Type 3A Events	Type 3B Events
Bins required					
Litter-picking required	Yes	Yes	Yes	Yes	Yes
Waste sorting required	-	-	Yes	Yes	Yes
Vendor and packaging management (CFPE) required	-	-	-	-	Yes
Use of reusable food packaging and washing solution required	-	-	Yes	-	-
Estimated Waste Diversion from Landfill	0%	0%	>90%*	20 – 35%	60 – 80%

\* With reusable model deployed. 50% diversion with no compostable or reusable model in place.

The main changes proposed under the revised best practice requirements are as follows:

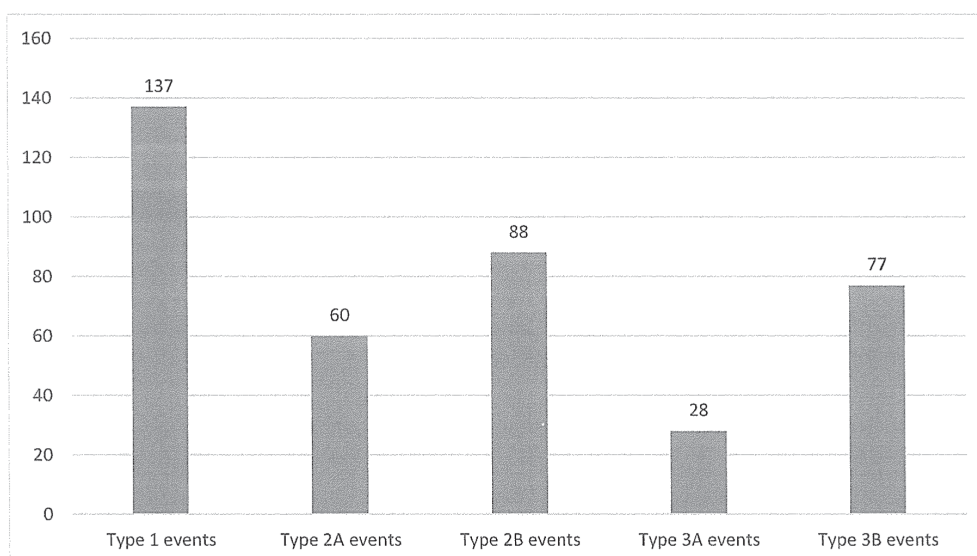
- Smaller events are now split into those that will not have food vendors, or will have food vendors that will not use food packaging, such as ice-cream trucks (Type 2A) and those with food vendors that will be using food packaging (Type 2B). The latter will then need to use a reusable food packaging solution. The exact conditions under which an event will become a Type 2B event will need to be tested and validated to determine the viability of different approaches to reusable food packaging.
- The approaches for Types 1, 2A, 3A and 3B remain unchanged.
- Best practice for smaller food/alcohol-focused events (Type 2B) includes the addition of yellow and green bins and waste sorting, as well as the inclusion of reusable food-ware instead of compostable packaging and use of a washing solution. This is considered a more cost effective and sustainable approach than compostable food packaging for small events.

Should best practice become part of the permitting/compliance process, a facility for exemptions would be required. Exemptions may be appropriate if an event is conducted over more than one enclosed location or if pursuing the best practice approach would not be financially viable for the event (for smaller, community events).

The revised best practice model was sent to all stakeholders involved in the initial consultation process, with five responses being received. Strong support was expressed for the model, with particular support noted for the proposed inclusion of reusables.

In order to gain a sense of event distribution, a sample of the events (internal and external) from 2017 to 2019 were processed through the revised best practice model to determine the indicated event type that would apply. The results were as follows, from 385 events:

- Type 1 events – 137, 36%
- Type 2A events – 60, 16%
- Type 2B events – 88, 23%
- Type 3A events – 28, 7%
- Type 3B events - 77, 19%



### 3.2 Other Resource Efficiency and Greenhouse Gas Emissions Reduction Best Practice

To date, the sustainability approach for events has focused predominantly on solid waste. Building on the success of the CFPE programme, CCC is now wishing to consider how energy efficiency, water efficiency and the reduction of greenhouse gas emissions may also be factored into events.

It is recommended that this be initially considered in terms of data gathering. Building a baseline of food vendor and event organiser behaviour over time will enable specific opportunities to be identified and prioritised for future action in terms of best practice and potential compliance.

It is particularly important that the best practice initiatives around solid waste are allowed to become normalised before the introduction of best practice criteria in these new areas.

In terms of identifying specific best practice criteria in the areas identified, considerable thought has already been given to this in the series of documents produced in 2016 by Greenshoot Pacific NZ as part of the Event Sustainability Framework for the Christchurch City Council's Events Production Team. These documents provided guidance and advice in pursuing a framework for encouraging higher levels of sustainability at events.

The 'Sustainable Event Checklist and Guidance – Energy/Power'<sup>1</sup> suggested the following in terms of utilisation of energy at events:

#### POWER SUPPLY

- ☐ Mains: Mains electricity is on renewable energy.
- ☐ Mobile: Mobile power generator's distribution is planned to optimise efficiency.
- ☐ Biofuel: Mobile power generators are fuelled with renewable fuels (e.g. biodiesel).
- ☐ Solar: Mobile solar power generators are used.

The 'Sustainable Event Checklist and Guidance - Transport'<sup>2</sup> suggested the following in terms of transportation to events:

#### SUSTAINABLE TRANSPORT

- ☐ Cycle: A programme to encourage cycling to the event is in place.
- ☐ Highlight: Bike security, repairs, valet services are offered at event.
- ☐ Secure: Secure bike parking is available at the event site.
- ☐ Walk: A programme to encourage walking to the event is in place.
- ☐ Shuttle: Shuttle buses are arranged to transport attendees from hotels, satellite locations, surrounding suburbs and public transport hubs.
- ☐ Carpool: A car pool/car share programme is in place and promoted to attendees.
- ☐ Carpool: Incentives are offered to those cars arriving full (e.g. four people per car).
- ☐ Incentivise: Attendees are rewarded for walking, cycling, using public transport or carpooling.
- ☐ Incentivise: Public transport is offered for free to event attendees (event subsidises).

Recommendations were also made in terms of considering how production staff, event organisers and event talent are transported to the event. This looked both at rationalising and planning transportation movements carefully, as well as looking at purchasing carbon offsets for air travel, particularly for international performance acts.

The 'Sustainable Event Checklist and Guidance – Water and Environment'<sup>3</sup> suggested the following in terms of water use at events:

#### WATER MANAGEMENT AND AMENITIES

- ☐ Supply: Mains water supply is used.
- ☐ Save: Water saving devices are used on taps and in amenities.
- ☐ Efficient: Low flush or waterless/compost toilets and urinals are used.
- ☐ Capture: Grey water is captured for treatment and re-use on-site.
- ☐ Biodegradable: Only environmentally-sound and waterways-safe cleaning products are used.

<sup>1</sup> Christchurch City Council, Sustainable Event Energy/Power Checklist and Guidance, October 2015

<sup>2</sup> Christchurch City Council, Sustainable Event Transport Checklist and Guidance, November 2015

<sup>3</sup> Christchurch City Council, Sustainable Event Water and Environment Checklist and Guidance, October 2015

Based on this initial guidance, the following questions could be asked of event organisers and food vendors to help build a baseline for a more robust and appropriate REGGE best practice for events:

*Energy Efficiency:*

- Event organisers
  - Is mains electricity being available at the event, and if so is it being used?
  - Is the equipment being used energy efficient?
- Food vendors
  - Is mains electricity being available at the event, and if so is it being used?
  - Is the equipment being used energy efficient?

*Greenhouse Gas Emissions:*

- Event organisers
  - Have likely event greenhouse gas emissions been measured / estimated? How has this measurement been undertaken? Have you used the Ministry for the Environment emission factors?
  - Are attendees being encouraged to walk or cycle to the event?
  - Are any walking/cycling incentives in place?
  - Are facilities in place to encourage convenient cycling?
  - Are shuttle buses being provided for attendees?
  - Are free bus services available?
  - Have greenhouse gas emission offsets been purchased for any air travel associated with international acts?
  - Are generators being used, and if so, how are they fuelled, what type / size / capacity / output are they, and how many are being used?
- Food vendors
  - How is cooking being fuelled?
  - Are generators being used, and if so, how are they fuelled, what type / size / capacity / output are they, and how many are being used?

*Water Efficiency:*

- Event organisers
  - Is mains water supply being used?
  - Are water saving devices being used in taps and in amenities?
  - Are low-flush toilets being used?
- Food vendors
  - Are water saving devices being used in taps and in amenities?

It is recommended that these questions be refined and clarified, and asked of event organisers and food vendors as part of the permitting process – perhaps for one full year’s worth of events – before considering where initiatives might be required to support best practice in these areas.



#### 4. DRAFT REGGE EVENT PROCESS

In order to consider how the best practice approach detailed in Section 3 above might be deployed, the following tasks have been considered:

- Determine how those seeking an event permit would access advice on best practice/compliance, including web-based advice and the potential need for REGGE Event Consultants (section 4.1).
- Determine the roles and responsibilities of waste collection service providers, and which service providers may be included for Christchurch—based events (section 4.4).
- Determine the internal CCC role requirements to support the process, and how these might be fulfilled. This includes determining the key point person in CCC for the process (particularly compliance) and providing some indication of role sizing and resourcing requirements (section 4.3).
- Consider approval or verification of external roles to ensure service quality and integrity (section 4.4).
- Consider how the process might move from 'best practice' to compliance / event permitting, or how incentives might be deployed to encourage participation (section 4.1).
- Engage with stakeholders to determine appropriateness and feasibility of potential structures.

##### 4.1 Event Permitting and Compliance

The Christchurch City Council event permitting guidelines<sup>4</sup> state that:

"If you are planning to use a public space, park or reserve for your event, you may require an event permit. Depending on the size and nature of the event you wish to stage, you may require an Event Permit and other supporting documents such as, Risk Assessment and Health & Safety Plan, Site Map, Public Liability Insurance etc. An Event Permit process provides assurance to the Council that activities comply with the necessary requirements and legislation and are undertaken in a safe manner. A permit also clarifies responsibility and liabilities, secures the facility or space and minimises disruption and impact on other users of public spaces"

Specifically, the guidelines indicate an event permit is required if any of the following are true:

- Are you inviting general public and/or expecting over 150 people to attend?
- Do you plan to install any type of infrastructure?
- Do you require vehicle access to drop off equipment?
- Will food be sold or served at the event?
- Will any part of your event be restricting vehicle OR pedestrian traffic on a legal road?
- Will there be any amplified sound?
- Will there be any amusement devices?
- Will your event in way impact on the local community or the environment?

<sup>4</sup> <https://www.ccc.govt.nz/assets/Documents/News-Events/Events/Running-an-event/Event-Permit-Guidelines.pdf>

Thus, the permitting process applies only to events in green space or council-owned land, and only when certain conditions are met. However, this includes most public events and about 370 permits were issued in the 2018/2019 financial year.

Currently, the only requirements in the event permitting process are that “the applicant is responsible for the appropriate removal and disposal of all waste from the event location.”.

Advice from the council Events Permitting Team suggests that a permit can be changed without much difficulty to add in additional requirements, such as for aligning with REGGE best practice. There is practically, however no ability to enforce this if an event organiser declines to meet such requirements, unless they are backed up by a bylaw or rule such as inclusion in the Hagley Park Management Plan.

While an alternative form of enforcement could be pursued through the denial of potential council funding to non-compliant events, this is considered by the Events Team to be a strategy that is unlikely to be supported by Councillors.

The Events Team also notes that, as a result of the Christchurch mosque shootings, the coming events season will place considerable additional financial strain, particularly on larger public events. A requirement to pursue more expensive waste solutions is likely to be strongly resisted.

Based on event organiser feedback, and bearing the advice from the Events Team in mind, a compliance-focused approach to REGGE best practice is not recommended in the medium term. Instead, it is recommended that the deployment of the best practice approach be supported by incentivising participation. This recommendation is supported by stakeholder feedback, which suggests that:

- Events are moving towards best practice as a function of attendee demand already.
- Event organisers tend to be aligned with the best practice goals.
- Voluntary participation in best practice enables those that participate to achieve, for the time being, a marketing advantage.
- Requiring adherence with best practice for events with marginal profitability may result in venue change to a non-CCC location.

Given the current state of development of REGGE best practice, it is instead recommended that the current approach of encouraging participation be pursued in the medium term, and an emphasis on monitoring and data gathering be pursued. Seeing how events respond to a more cohesive best practice approach, and specifically monitoring the reasons why those that choose not to follow this approach do so, will enable a more informed approach to considering a compliance approach in two to three years. This timeframe will also enable a full business case and development plan for reusables to be executed.

#### 4.2 Recommended Process and Information Sources

Given the recommendations made in Section 4.1, the recommended process for obtaining an event permit and pursuing best practice does not materially change, other than in terms of the roles articulated in Sections 4.3 to 4.5. However, satisfactorily answering the questions noted in Section 3.2 should be a compulsory aspect of the permit process.

Stakeholder feedback has, however, highlighted the need for a single accessible repository for all the information on REGGE best practice events. It is recommended that the creation of a website to host this information be prioritised in the REGGE events development process. Providing strong information and case studies on the best practice approach articulated in this report may assist substantially in uptake.

This website should include the following:

- Step by step details of the best practice approach with links to any downloadable forms required.
- A simple tool with drop down questions to identify the event type (e.g. Type 2B).
- Clear descriptions of what each event type entails.
- Details of reasons for following best practice and any incentives that are in place (such as additional promotional opportunities or funding for pursuing best practice).
- Questions as to whether the event organiser intends to follow best practice, with tick boxes to identify 'why' or 'why not'. This data will be critical in determining in the future whether a compliance approach is appropriate.
- Key questions around other aspects of REGGE as per Section 3.2.
- Case studies based on different event types. These should focus on the benefits of the best practice approach.
- Links to the food vendor list and the approved packaging list.
- Links to approved waste collection service providers.
- Hints, tips and other information and ideas for pursuing best practice.
- Links to a support person within Council for questions or queries.

#### 4.3 Christchurch City Council Roles and Functions

As has already been noted in Section 2.3, it is recommended that CCC appoint a 'Sustainable Events Development Manager' as a two-year fixed contract to implement and oversee the progression of events towards a REGGE best practice model within this timeframe.

This role would engage with both council-led events and those overseen by external event organisers. Managing these relationships and the ability to influence decision-making towards best practice would be critical. The role would also need to lead the development and review functions outlined in Section 5 below.

Given this development focus, it is imperative that the role have sufficient authority and scope to develop strategies and lead change. The ideal candidate for such a role would have event oversight experience, but should not carry an event production workload as this would likely dominate the functions of the role during busy times of year. Specific knowledge is required within this role, and it would entail advising event coordinators, waste sorting companies and others involved in the process.

The role would include the following functions:

- Overall management and implementation of REGGE events.
- Provision of advice to event organisers in terms of REGGE events best practice. This will include the creation and maintenance of a website dedicated to the provision of REGGE events best practice process and standards.

- Relationship management with event organisers broadly to encourage them towards best practice, and ongoing engagement with relevant stakeholders.
- Selection and management of relationships with waste collection service providers approved for provision of best practice solutions, including the holder of the CCC events waste contract, and working with waste providers to see improve service delivery and constrain costs.
- Ongoing development, monitoring, data capture and continuous improvement around best practice.
- Oversight and training provision for best practice functions (such as food vendors auditing) and pursuit of outsourcing opportunities.
- Development and ongoing improvement of an informational website for event organisers which clearly articulates requirements and best practice.
- Oversight of the food vendor and approved packaging lists.
- Development of a REGGE event brand and marketing plan.
- Development, piloting and evaluation of a reusable foodware solution.
- Development and implementation of cost-effective strategies and potential funding sources for events.
- Further development of grant group volunteers and 'bin ambassador' functions.
- Management of procurement and legal responsibilities.
- Establishment of REGGE systems to the point where an FTE resource is not required after two years.

It is recommended that the current functions around training and approval of food vendors, and oversight of CFPE packaging inclusions are passed to other stakeholders as noted in the following sections.

#### 4.4 Waste Collection Service Provider Roles and Functions

In addition to the core roles of providing waste collection services, it is recommended that waste collection service providers also undertake the training and auditing of food vendors for CFPE events. This has already been undertaken to some extent with Total Waste Solutions and Our Daily Waste fulfilling this function at some events. Total Waste Solutions has articulated a desire to take on this role.

The transition of this role to the waste collection service provider would both take the workload off CCC staff, while also aligning key drivers in the process. The waste collection service provider has a strong vested interest in food vendors using correct packaging and handling waste properly, as they are responsible for the waste at events.

The overall food vendor supervision role entails two processes:

- *Training*
  - Currently, if there are five or more food vendors untrained for an event, a compulsory 30-minute meeting will be held at CCC for untrained vendors.
  - The meeting discusses process and works through sample products. Food vendors are also encouraged to bring their own packaging along to talk through with the trainer.
  - If there are fewer than five vendors to be trained, this may be done via phone calls.

- After this meeting has taken place and food vendors have been advised on the approved products, an email is sent out for food vendors to electronically sign the Terms and Conditions. At this time that name is then added to the TRIM database of trained vendors.
  - On some occasions, if the training is undertaken by the waste collection service provider, they may choose a more convenient location to undertake the training or undertake the training by phone or email.
  - If the waste collection service provider completely takes over training of food vendors the main addition will be an additional time requirement (to be charged to the event coordinator) to follow up each untrained vendor to ensure they have signed the CCC Terms and Conditions.
  - Once the vendor has been trained, the waste collection service provider notifies the CCC representative who then checks to see if the Terms and Conditions have been signed by all food vendors for the event.
  - The food vendor is usually not confirmed for the event until after their site fees have been paid and they have signed the CFPE Terms and Conditions.
  - Once all food vendors have signed Terms and Conditions, the Events Development and Partnership team will be notified to proceed with approving the permit. If the event is not on Council Land then a simple phone call to the event coordinator to let them know that their vendors are ready to proceed.
  - If there are any new vendors who have signed Terms and Conditions these names are added to the participated vendor database. Essentially each vendor should only need training once.
- Auditing:
    - Once all food vendors have arrived at an event, the auditor checks every vendor planning on trading and any onsite activations that are giving any materials out to the attendees i.e. food vendors, craft vendors and sponsors.
    - All vendors are asked to have all products they are using to be present to allow the auditor to determine if the products are manufactured from acceptable materials. The auditor will often ask to see boxes and/or receipts to ensure that all the products presented are from the CFPE approved product list.
    - Each vendor is noted on the event's vendor list and if all they pass the audit then they can commence trading.
    - If non-permitted products are present, the auditor must work with the vendor to either remove the product or replace the product with an approved alternative (either if they have enough time to go to the distributor or to borrow from another food vendor onsite)
    - The auditor may prevent the vendor from trading if they are not willing to comply.
    - If the waste collection service provider takes on these roles, the costs in undertaking these functions will be passed on to event organisers. The efficacy of pursuing this option will need to be evaluated to confirm it provides a better option than CCC undertaking these roles. In either case, CCC would continue to maintain control of the approved food vendors database.

#### 4.5 Other Provider Roles

One additional role, which is already in development, is the complete passage of the 'approved food packaging list' function to Asure Quality. To date CCC, has maintained this list, which prescribes what forms of packaging may be accepted under the CFPE trials. As Asure Quality has the ability to determine what forms of packaging may be accepted by Living Earth, and the 'relationship of trust' with Living Earth, there is no fundamental reason why CCC has to fulfil this function.

Instead, Asure Quality could act as the gate keepers to the product list. Ultimately, all packaging suppliers and distributors wishing to add products to this list could go directly to Asure Quality. They would test and approve the products and simply add them to a publicly accessible website from which food vendors could select packaging products. Asure Quality would host a downloadable PDF 'approved packaging list' for trainers and auditors to use that is constantly up to date. There should also be links to the websites of approved suppliers and distributors in order to make it as easy and user friendly for food vendors to use.

Discussions are currently underway with Asure Quality focusing on this possibility, but Asure Quality have not yet embraced this concept. It is certainly worth CCC continuing to engage with them to encourage them to move in this direction.



## 5. IMPLEMENTATION PLAN

In order to implement the best practice approach detailed in Section 3 above, the following tasks have been considered:

- Develop a multi-year plan for deploying all aspects of the new process, including any compliance or incentives structures.
- Develop a piloting plan for any aspects that require further refinement and testing.

The following implementation plan is recommended for the first two years of the new process, assuming the new Sustainable Events Development Manager is in place. The plan would be deployed by this role. It should be noted that these tasks will be in addition to monitoring and supporting the existing CFPE participants:

### Year One:

- Confirm role description and appoint Sustainable Events Development Manager.
- Prepare detailed task requirements and confirm amended roles for waste collection service providers and Asure Quality.
- Create the work flow and ensure Asure Quality packaging list is online and accessible.
- Design and deploy new informational website for REGGE events, including data gathering capabilities.
- Explore potential for incentives (e.g. additional promotion) for events that utilise best practice.
- Develop name, brand and cohesive identity for REGGE best practice events.
- Prepare a marketing plan to further promote best practice.
- Engage with Total Waste Solutions to improve quoting and service delivery at events.
- Research and prepare business case for washing solution and reusables. Implement solution as appropriate.

### Year Two:

- Engage with events that have implemented best practice to build understanding and pursue refinement.
- Engage with events that have not implemented best practice to understand rationale and consider how barriers can be overcome. Potentially pilot new initiatives.
- Undertake pilot trials for Type 2B events using reusables. Monitor and refine best practice accordingly.
- Undertake a full review of events considering growth in adoption of best practice and rationale for non-participation.
- Make any additional refinements required to best practice.
- Based on findings of review, investigate whether restriction of funding or deployment of a bylaw may be justified to enforce best practice.



2019/20 CAPITAL ENDOWMENT FUND ROUND 2 – THE PŪKEKO CENTRE INC SOCIETY

Organisation	Project Details	Project Funding	Staff Recommendation
<p><b>The Pūkeko Centre Inc Society</b></p> <p><b>Lead Unit: Community Governance and Support Unit</b></p> <p><b>Project Name:</b> The Pūkeko Centre – Multi Purpose Sports Hall</p> <p><b>Project Brief</b></p> <p>Funding is sought towards the Stage two construction costs of a multi-purpose community sport and recreation hall which is stage two in the four staged project. Stage 1 which included the pavilion/clubrooms opened in February 2018.</p> <p>The Pūkeko Centre is a joint venture between the two founding clubs, Parklands Bowling Club and the Parklands Junior Rugby Club to develop a community sports and recreation hub in east Christchurch from the Parklands Bowling Club site in Chadbury Street, Parklands.</p> <p>The Parklands Bowling Club was established in 1992 and has a strong membership of 170. The Parklands Bowling Club has shown a willingness to reinvent itself for the benefit of the wider community, by embarking on this joint venture with Parklands Rugby Football Club. The two clubs joined forces to explore the opportunities of building shared clubrooms. Investigations showed that a new purpose built facility would be cost prohibitive, therefore an alternative option to move two buildings from Freeville School was progressed.</p>	<p>Stage 1 - The Pūkeko Centre development was the Pavilion and Clubrooms which cost \$1.1million and was funded through founding Club contributions, grant funding and corporate sponsorship. No Council funding was received for Stage 1.</p> <p>Stage 2 - The community sports and recreational facility of 652m2 incorporates a multi-use flooring surface, as well as an office, storage, kitchen, toilet and change facilities that can be operated independently of the existing pavilion space. It will cater for a wide variety of community activities including Parafed, indoor bowls, rugby club events, and there has been interest expressed from other sport and recreation groups including South United Fencing Club, Senshi Shizoku martial arts, dance, basketball, QEII Swim Club, Parklands Netball, and Parkview school for school activities as there is no school hall. An anchor tenant, Parafed Canterbury are in the process of signing a lease for office space for four staff in the new Centre and require a minimum of 15 hours hireage per week to run their programmes in the sport and recreation hall.</p> <p>The construction timeframe is approximately 3 to 4 months. A resource consent has been secured for Stage 2. There will be user charges for the new facility, a fee structure is still being finalised for the various spaces which will be based on the Council fee structure for community facilities.</p> <p>The foundation clubs (Parklands Bowling Club and Parklands Junior Rugby Club) will remain autonomous organisations, working in partnership with the overarching Hub entity The Pūkeko Centre, to realise efficiencies, increase active participation within the community and maximize the quality experience to all participants. A Partnership Agreement with all three parties (the Parklands Bowling Club, Parklands Junior Rugby and the Pūkeko Centre) has been developed. This outlines the details of the Pūkeko Centre managing the spaces on behalf of the foundations Clubs and for the benefit of other groups to hire the facilities.</p> <p>There will be a mixture 70% volunteer and 30% paid input into this project. Paid contribution to this project is from the professionals including the project manager, communication and marketing, as well as building professionals. The rest of the project team are volunteers from the member clubs and a staff representative from Sport Canterbury, estimate that the volunteer hours per week are between 80 to 100 hours. In 2018 and 2019 with funding from the Coastal-Burwood Strengthening Communities Fund and Sport Canterbury Kiwi Sport fund a part-time co-ordinator was employed to deliver a variety of programmes for the local community including children and youth at the Pūkeko Centre and in the community.</p> <p><b>Outcomes</b></p> <ul style="list-style-type: none"><li>• To work in collaboration to provide a modern activity space for sport and recreation for the local community.</li><li>• To provide an accessible and friendly environment that welcomes people of all ages and abilities for social, sport and recreation to be a recognised Hub of the community.</li></ul>	<p><b>Total Project Cost:</b> \$1,400,000</p> <p><b>Amount Requested from CEF:</b> \$250,000</p> <p><b>Contribution Sought Towards</b> Foundation Costs/Relocation - \$250,000</p> <p><b>Other Sources of Funding</b> Lotteries Grant - \$600,000 Pending/March 2020 Southern Trust - \$100,000 Pending Rata Foundation - \$200,000 Pending NZCT- \$250-300,000 Pending</p> <p><b>Ongoing Operational Expenses</b> The Pūkeko Centre will cover its operating costs through revenue from the founding clubs, venue hire and grants from funding bodies if required.</p> <p>No ongoing Council operational investment will be required.</p>	<p><b>\$200,000</b></p> <p>That the Council</p> <ol style="list-style-type: none"><li>1. Makes a grant of \$200,000 from the 2019/20 Capital Endowment Fund Round 2 to The Pūkeko Centre for The Pūkeko Centre – Multi Purpose Sports Hall.</li><li>2. Payment will be released in one instalment to The Pūkeko Centre Inc Society subject to:  Evidence that fundraising has been confirmed to make the project viable, approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2021, the approved amount will be rescinded and returned to the Capital Endowment Fund.</li><li>3. Reporting is to be submitted 12 monthly and upon completion of the The Pūkeko Centre – Multi Purpose Sports Hall project.</li></ol>

Project Alignment	Staff Comments
<p><b>Alignment with Council Strategies</b></p> <ul style="list-style-type: none"><li>• Strengthening Communities Strategy</li><li>• Physical Recreation and Sport Strategy</li><li>• Children's Strategy</li><li>• Long Term Plan 2018-28 Community Outcomes: Strong Communities and Prosperous economy</li></ul> <p><b>Significance</b> The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the number of people affected and/or with an interest. Due to the assessment of low significance, no further community engagement and consultation is required.</p> <p><b>Category of Capital Endowment Fund</b></p> <ul style="list-style-type: none"><li>• Civic and Community Category</li></ul> <p><b>Alignment with Capital Endowment Fund</b> Project meets criteria, and will not require ongoing Council operational investment. This is a one-off investment.</p> <p><b>Advantages/ benefits?</b> This project will provide modern activity spaces for sport and recreation in various modes, and a flexible multi-purpose use. The Pūkeko Centre provides an accessible and friendly environment that welcomes people of all ages and abilities. The facility will have far-reaching benefits for the Parklands community and new growth communities surrounding Parklands.</p> <p><b>Disadvantages</b> There are limited disadvantages to CEF funding for this project.</p> <p><b>Risks</b> If they do not receive this grant, it will cause a delay to the project and would need to submit further funding applications.</p>	<p><b>Specialist Comments</b> A new lease was granted to the Parklands Bowling Club in 2015 for a term of 33 years which included public notification. The Building Consent for Stage 2 was been lodged at the end of December 2019. The funding for the consent has been obtained.</p> <p><b>Officer Comments</b> The development of The Pūkeko Centre Multi Purpose Sports Hall as a new facility for the greater Parklands community aligns to principals of co-location, hubbing and partnership. These principles are in line with the Places, Spaces, and People plan develop by the three greater Christchurch Councils, CERA and Sport Canterbury.</p> <p>Sport Canterbury has worked closely with the newly established hub helping them to understand the needs of their community, to become a legal entity, develop an inaugural two year strategic plan and the overarching governance structure. The process followed to instigate this club partnership is a true model of best practice. "Sport Canterbury has every confidence that the Pūkeko Centre has the right people and infrastructure to ensure that they are able to cater to the needs of their community now and in to the future" (Sport Capacity Advisor).</p> <p>Further hubbing and co-locating opportunities are available with a cluster of community spaces in close proximity to the Pūkeko Centre including the Parklands United Sports Clubrooms, the Parklands Community Centre which includes a Parklands Sports Hall area and the Parkview Lounge.</p> <p>The Sports Hall space was utilized by QEII Health and Fitness from 2012 until June 2018 and has been available for public bookings since July 2018. The Pūkeko Centre and Parklands United Sports Club are supportive of the bookings for the sports Hall and Parkview Lounge to be transferred from the Council to a community booking system to ensure maximum use of the building from local groups and clubs, and to maximize bookings and use efficiencies between all passive and active spaces. Each of these spaces has unique features to support the needs of different user groups in the community for recreation and sport as well as other community needs.</p>

BUILDING CONSENT  
PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST

BC DRAWING LIST

DWG NO.	TITLE	REV	DESCRIPTION	DATE
A0.000	PRELIMINARIES			
A0.001	COVER SHEET	2	BUILDING CONSENT ISSUE	20/12/2019
A1.000	SITE PLAN			
A1.001	LOCATION PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A1.002	SITE PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A1.100	GRID SETOUT PLAN			
A1.101	GRID SETOUT PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A1.300	DEMOLITION PLANS			
A1.301	DEMOLITION PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A2.00	FLOOR PLANS			
A2.001	FLOOR PLAN - LEVEL GROUND	2	BUILDING CONSENT ISSUE	20/12/2019
A2.002	FLOOR FINISHES PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A2.050	FENCING DETAILS	2	BUILDING CONSENT ISSUE	20/12/2019
A2.100	ROOF PLANS			
A2.100	RCP - GROUND LEVEL	2	BUILDING CONSENT ISSUE	20/12/2019
A2.101	ROOF FRAMING PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A2.102	ROOF PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A2.200	CONCRETE SETOUTS			
A2.201	CONCRETE SLAB SETOUTS	2	BUILDING CONSENT ISSUE	20/12/2019
A2.202	DECK FRAMING PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A2.300	WALL SETOUTS			
A2.301	WALL SETOUTS	2	BUILDING CONSENT ISSUE	20/12/2019
A3.000	ELEVATIONS			
A3.001	PROPOSED SITE ELEVATIONS - NORTH AND SOUTH	2	BUILDING CONSENT ISSUE	20/12/2019
A3.002	PROPOSED SITE ELEVATIONS - EAST AND WEST	2	BUILDING CONSENT ISSUE	20/12/2019
A4.000	SECTIONS			
A4.001	SECTION A-A / B-B	2	BUILDING CONSENT ISSUE	20/12/2019
A4.002	SECTION C-C / D-D	2	BUILDING CONSENT ISSUE	20/12/2019
A4.003	SECTION E-E	2	BUILDING CONSENT ISSUE	20/12/2019
A4.100	WALL SECTIONS			
A4.101	WALL SECTIONS SHEET 1	2	BUILDING CONSENT ISSUE	20/12/2019
A5.000	SERVICES PLAN			
A5.100	PLUMBING AND DRAINAGE PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A5.101	ELECTRICAL PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A7.000	SCHEDULES			
A7.001	DOOR SCHEDULE	2	BUILDING CONSENT ISSUE	20/12/2019
A7.101	WINDOW SCHEDULE	2	BUILDING CONSENT ISSUE	20/12/2019
A8.200	INTERNAL DETAILS			
A8.200	PROPOSED INTERNAL HALL ELEVATIONS	2	BUILDING CONSENT ISSUE	20/12/2019
A8.201	PROPOSED INTERNAL HALL ELEVATIONS	2	BUILDING CONSENT ISSUE	20/12/2019
A8.250	WET AREAS PLAN	2	BUILDING CONSENT ISSUE	20/12/2019
A8.251	INTERNAL ELEVATIONS - FEMALE CHANGE	2	BUILDING CONSENT ISSUE	20/12/2019
A8.252	INTERNAL ELEVATIONS - MALE CHANGE	2	BUILDING CONSENT ISSUE	20/12/2019
A8.253	INTERNAL ELEVATIONS - ACCESSIBLE TOILET	2	BUILDING CONSENT ISSUE	20/12/2019
A8.254	INTERNAL ELEVATIONS - KITCHEN	2	BUILDING CONSENT ISSUE	20/12/2019

BC DRAWING LIST

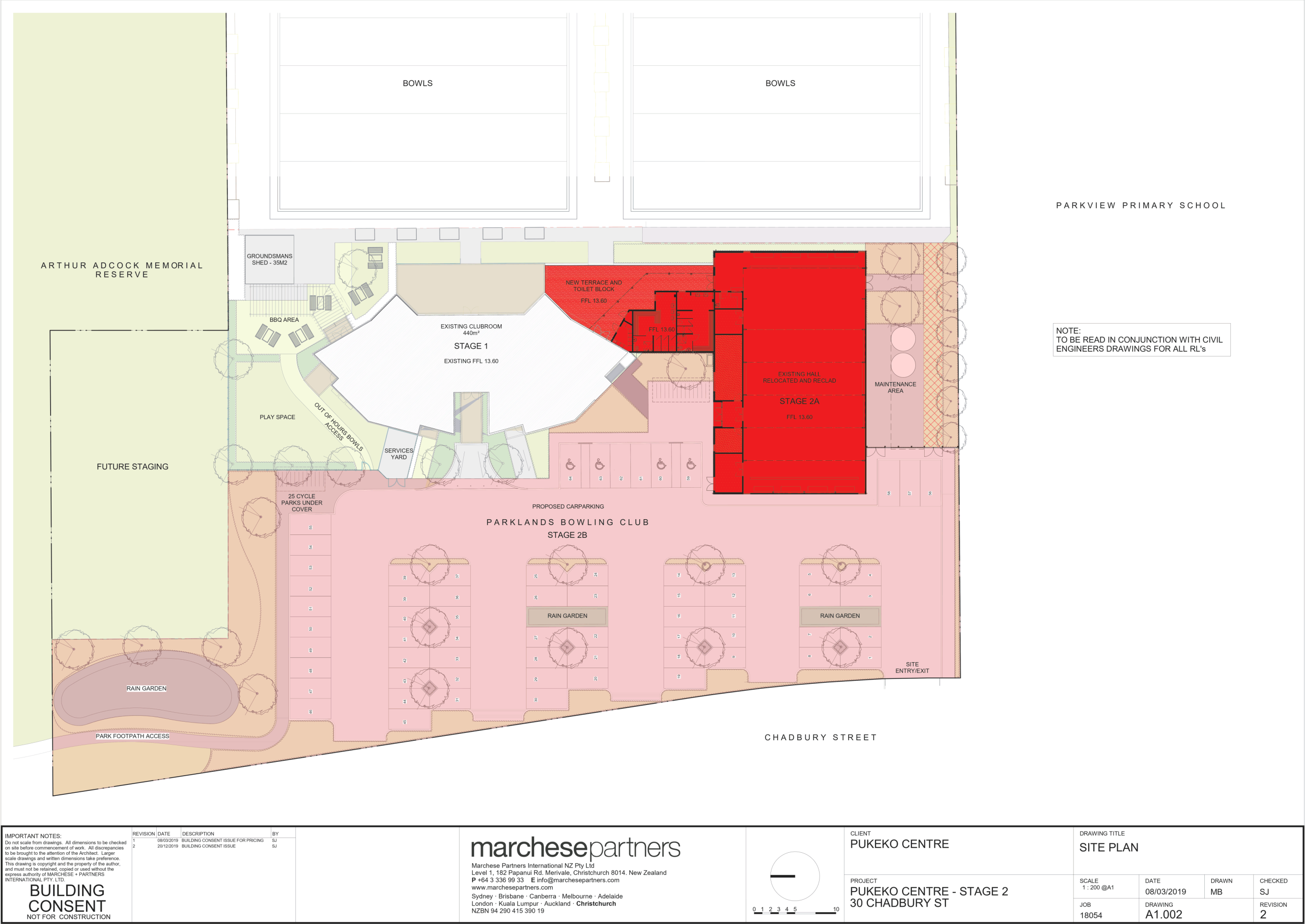
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A8.400	WATERPROOF DETAILS			
A8.401	BREEZEWAY DETAILS SHEET 1	2	BUILDING CONSENT ISSUE	20/12/2019
A8.402	BREEZEWAY DETAILS SHEET 2	2	BUILDING CONSENT ISSUE	20/12/2019
A8.403	HALL DETAILS SHEET 1	2	BUILDING CONSENT ISSUE	20/12/2019
A8.404	HALL DETAILS SHEET 2	2	BUILDING CONSENT ISSUE	20/12/2019
A8.405	BREEZEWAY / HALL DETAILS SHEET 1	2	BUILDING CONSENT ISSUE	20/12/2019

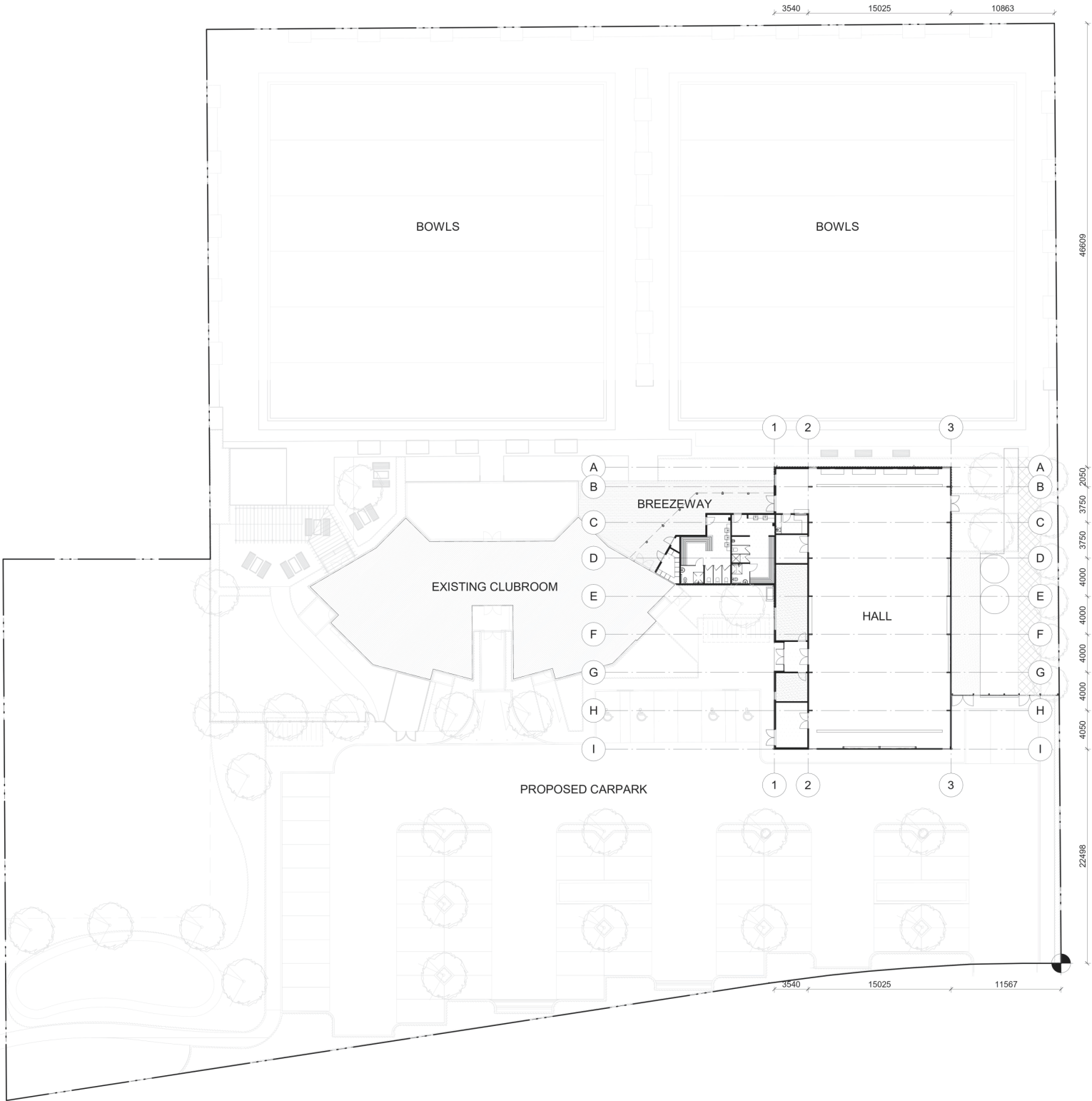


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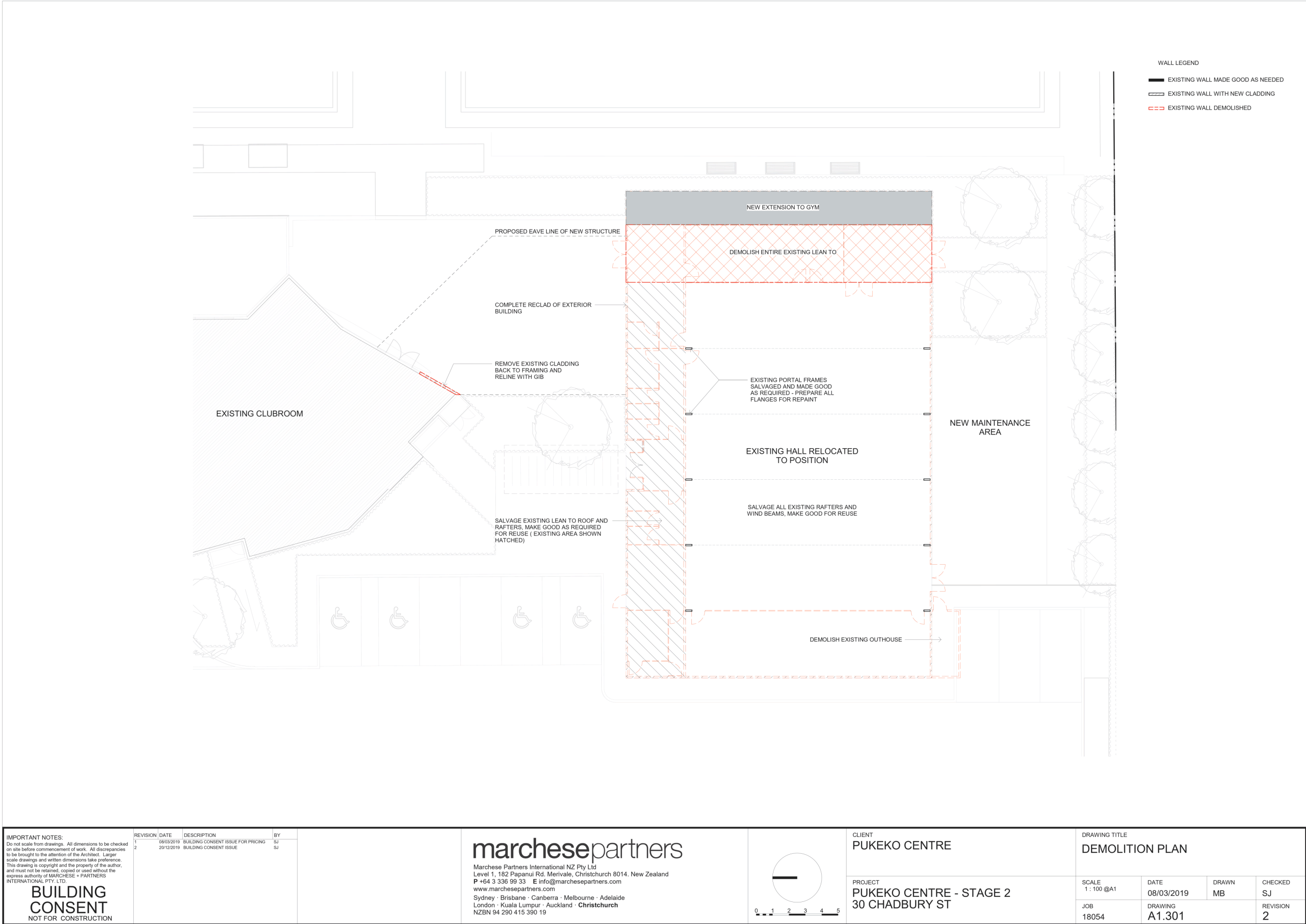


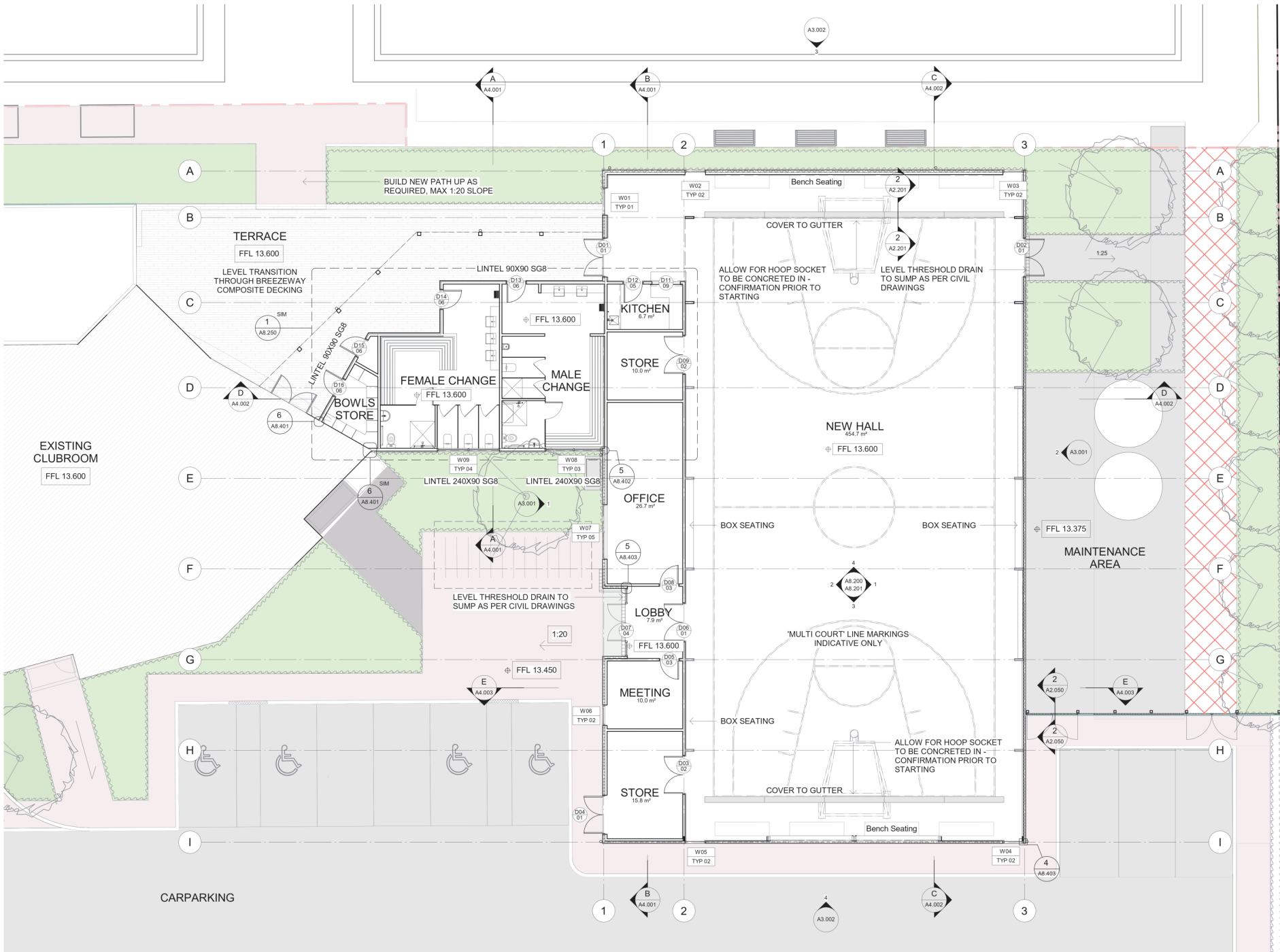
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	JOB 18054				DRAWING A1.001		REVISION 2	





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PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST										





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CLIENT  
PUKEKO CENTRE

PROJECT  
PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST

DRAWING TITLE  
FLOOR PLAN - LEVEL GROUND

SCALE  
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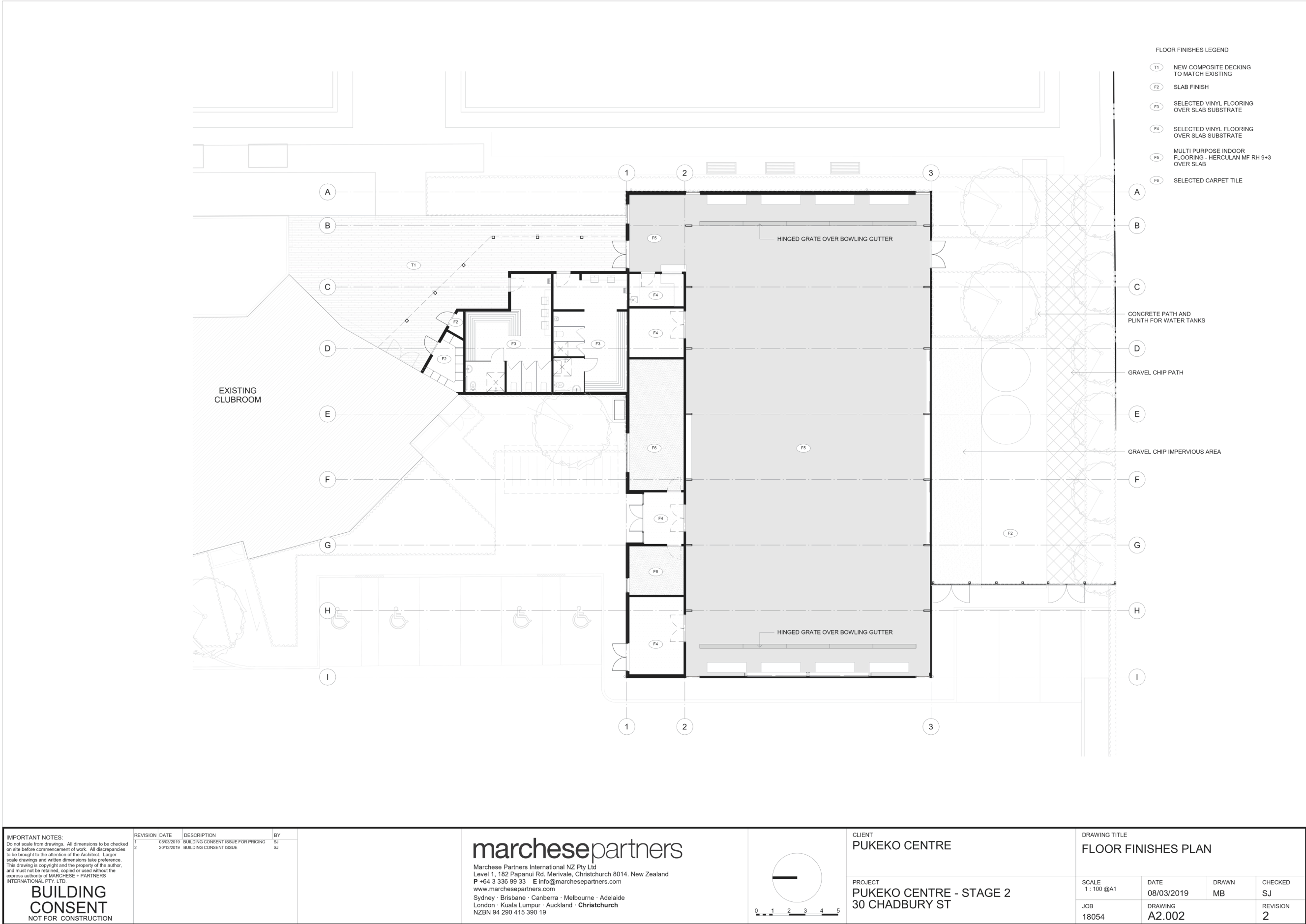
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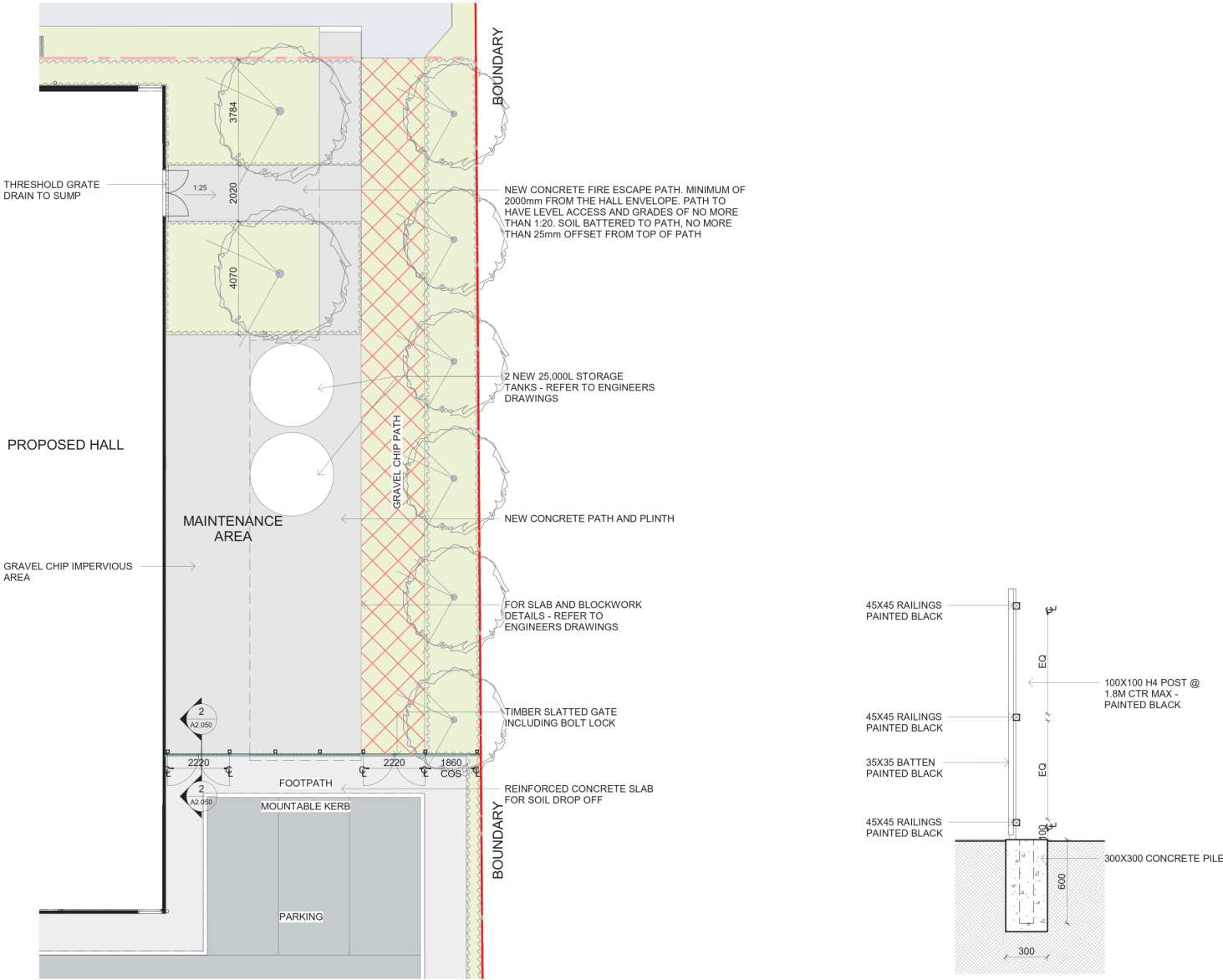
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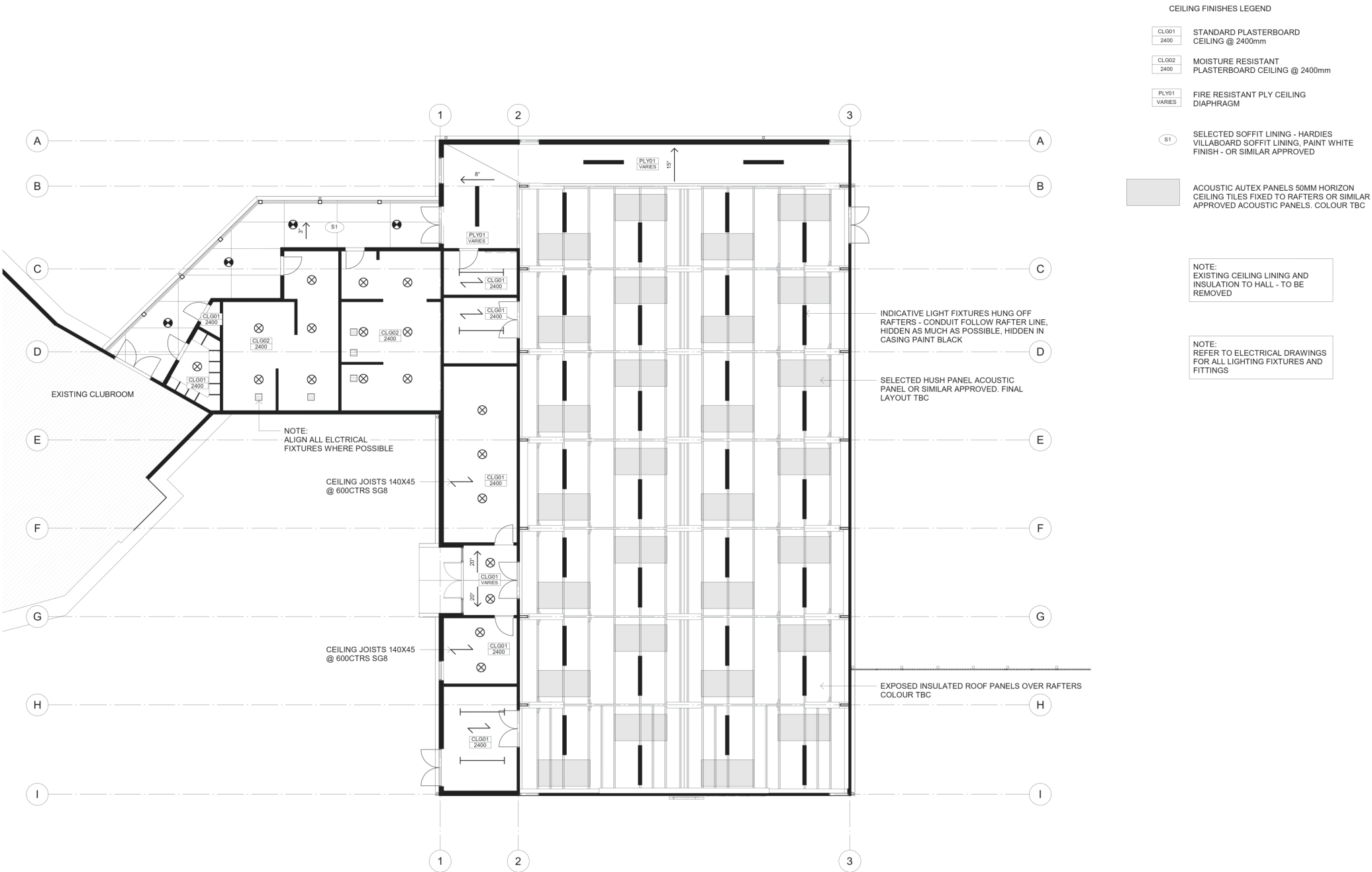




1 SOIL STORE PLAN  
A2.201 1 : 100

2 FENCE SECTION  
A2.001 1 : 20

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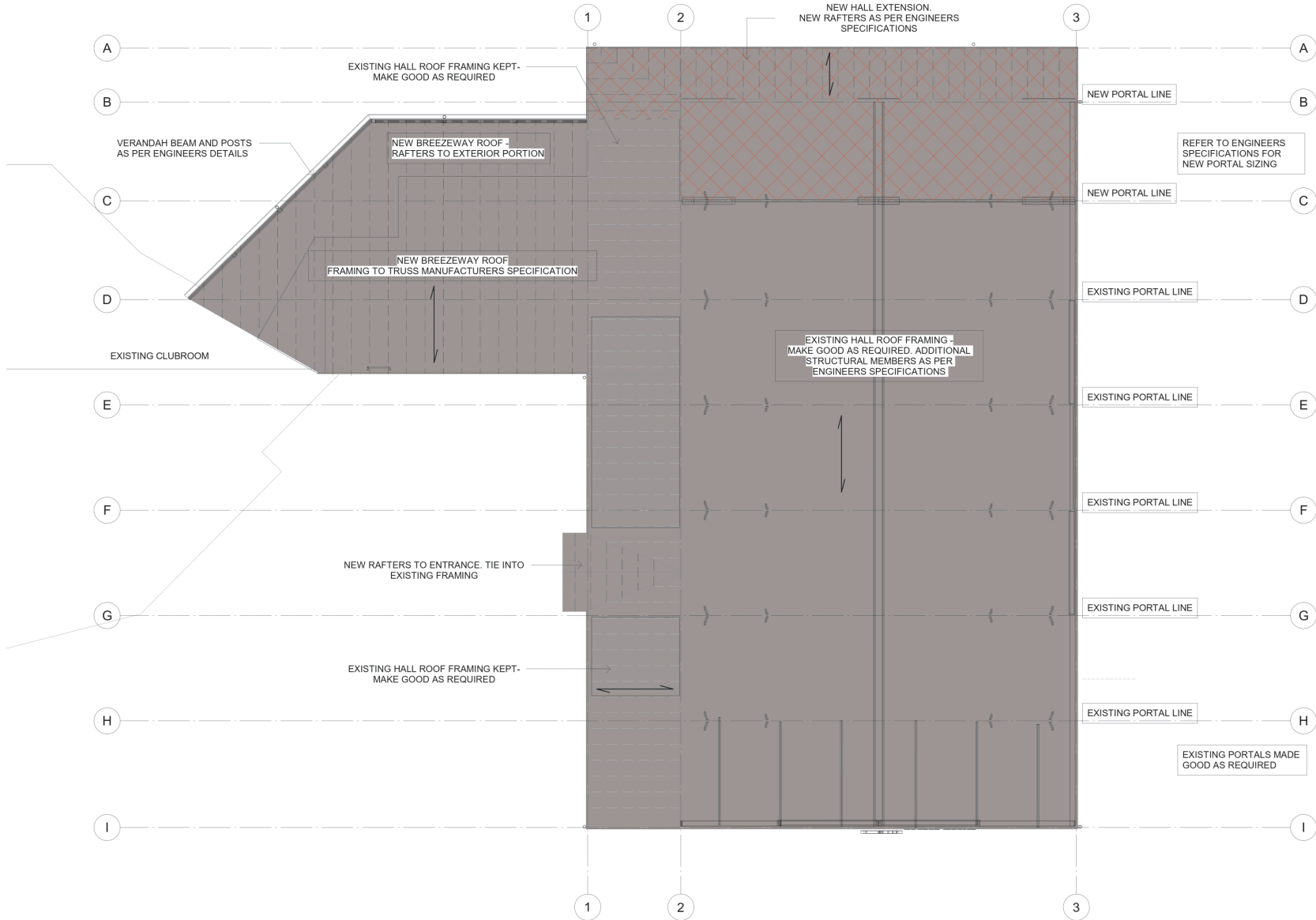
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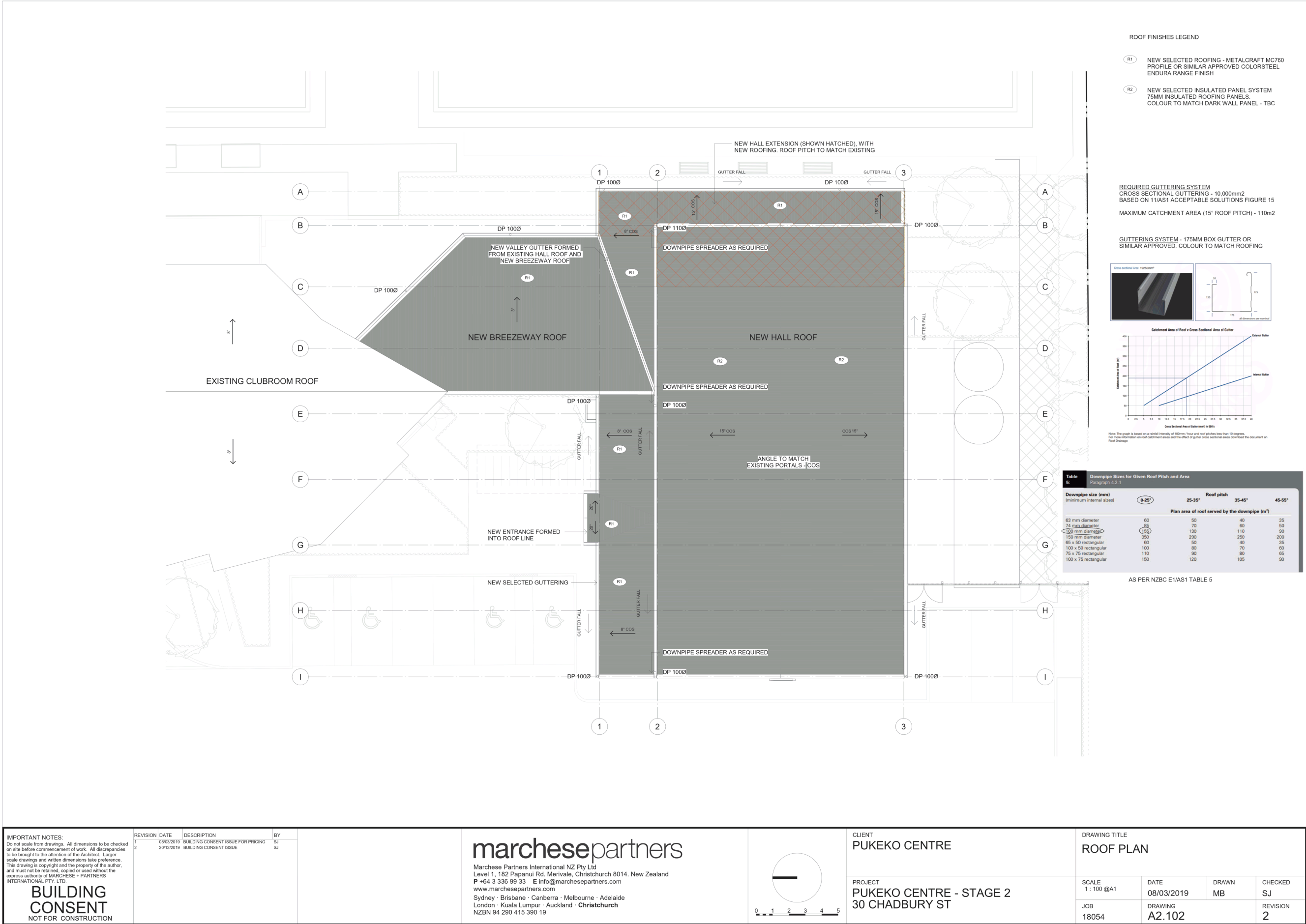
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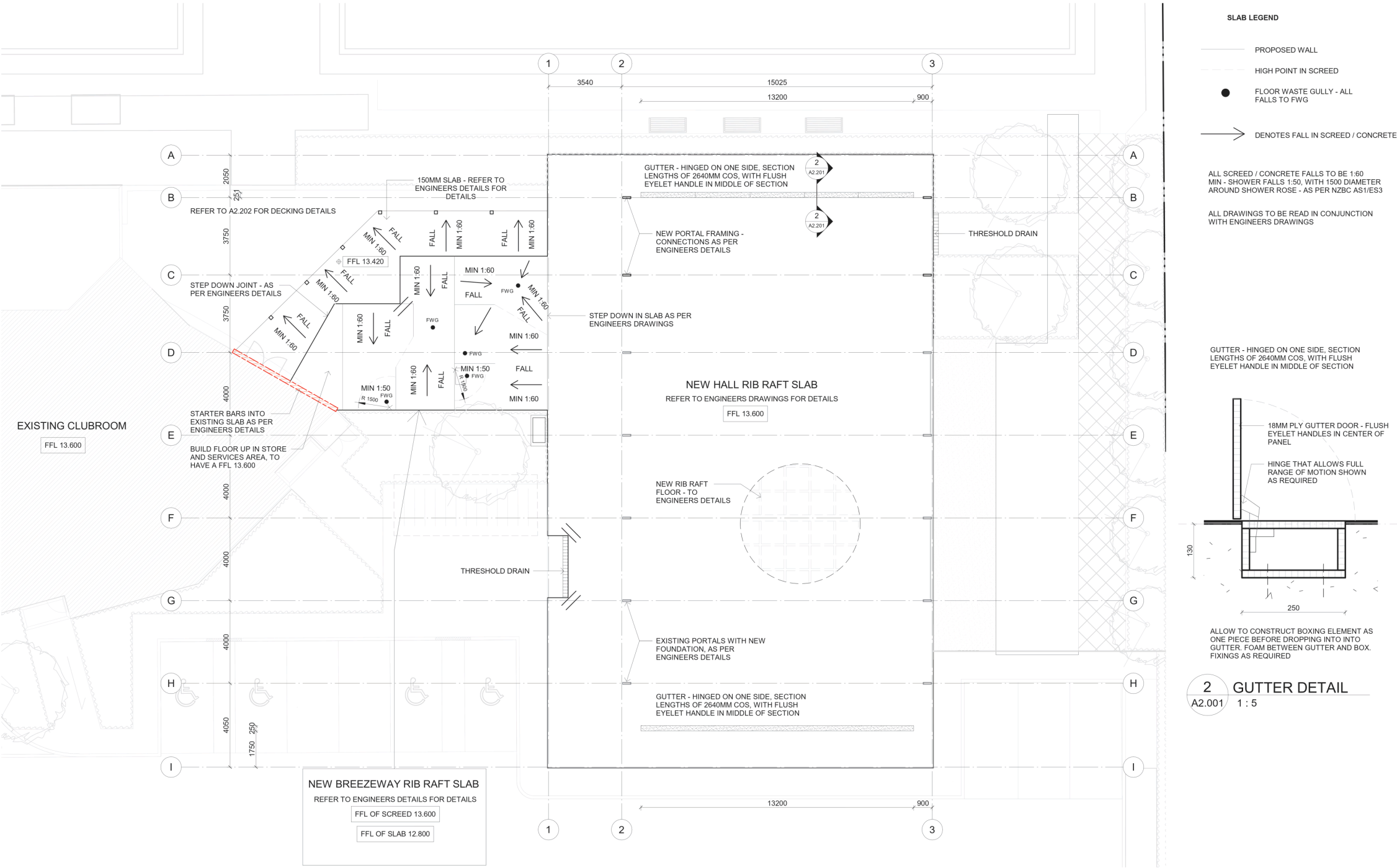
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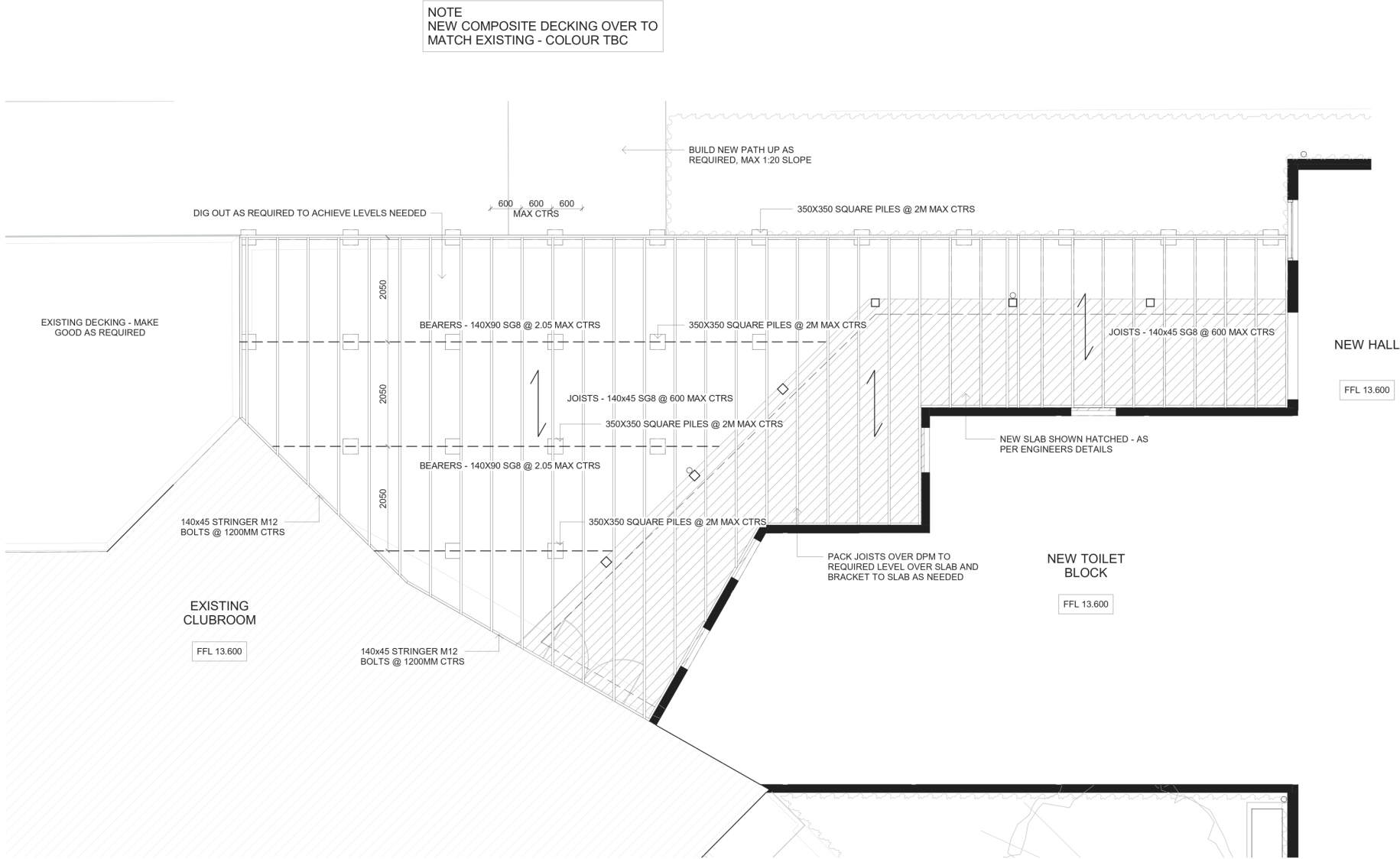



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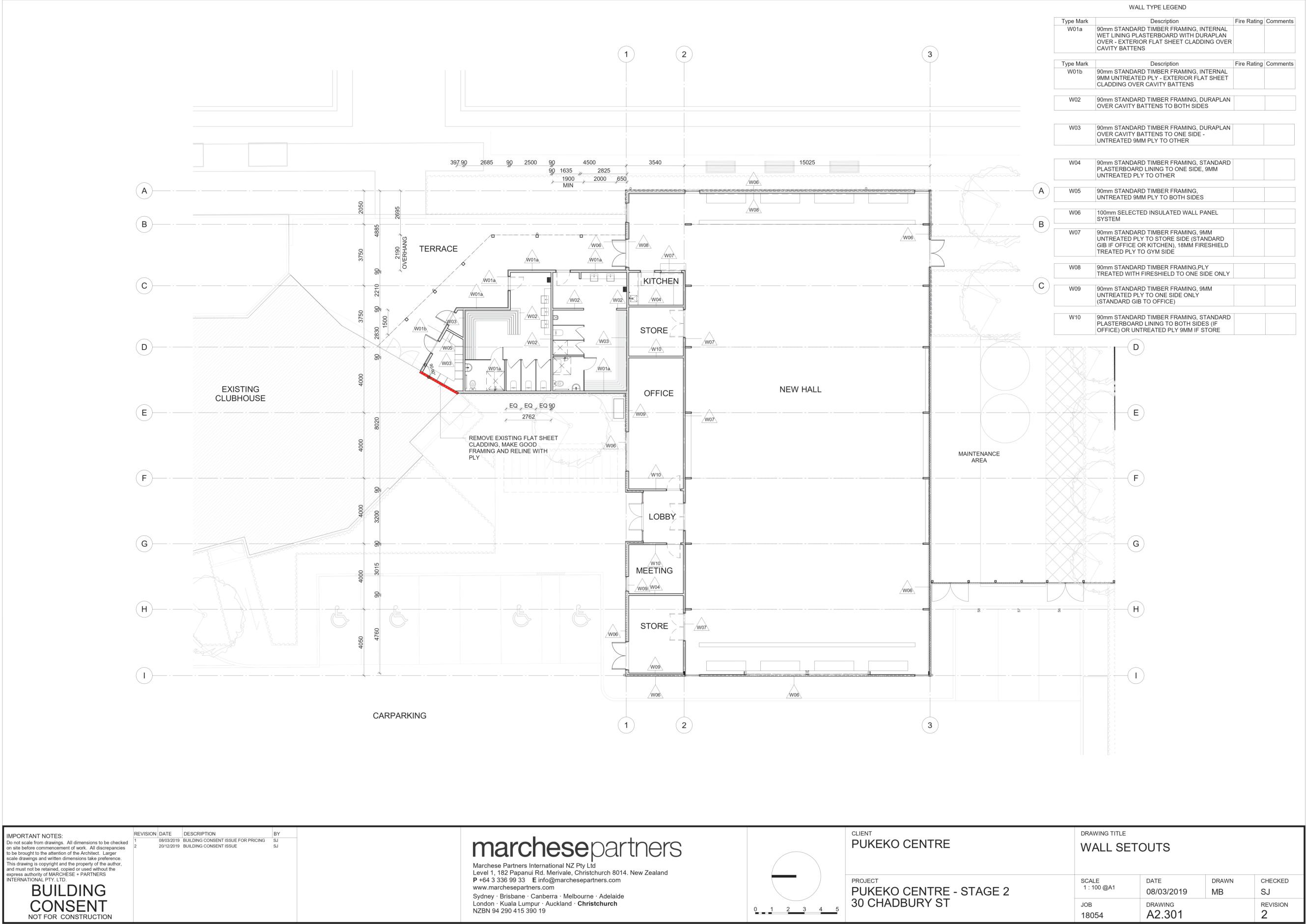


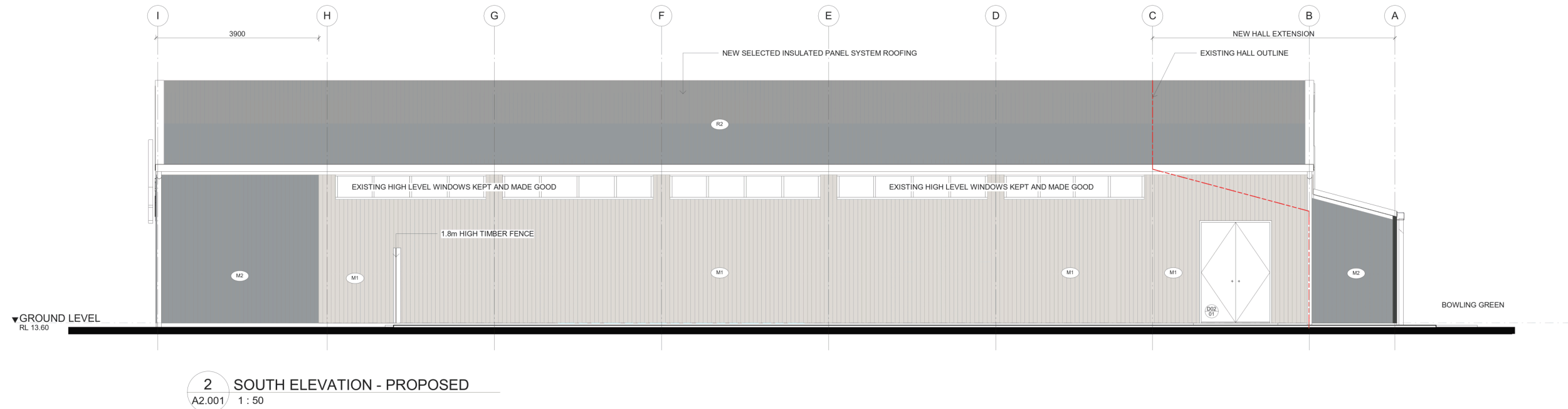
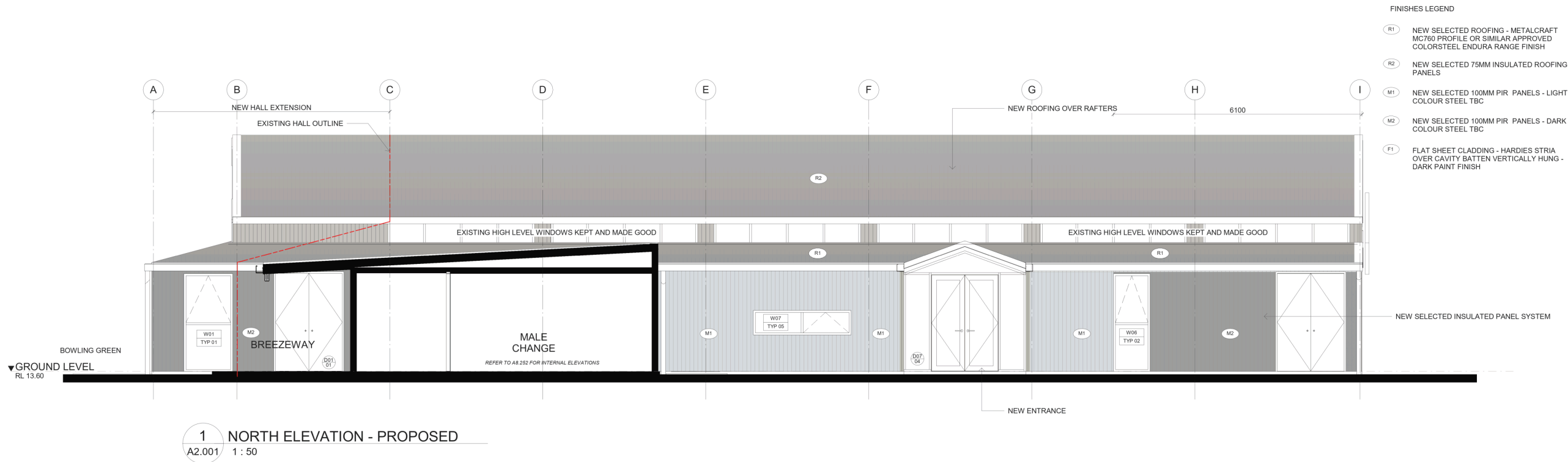


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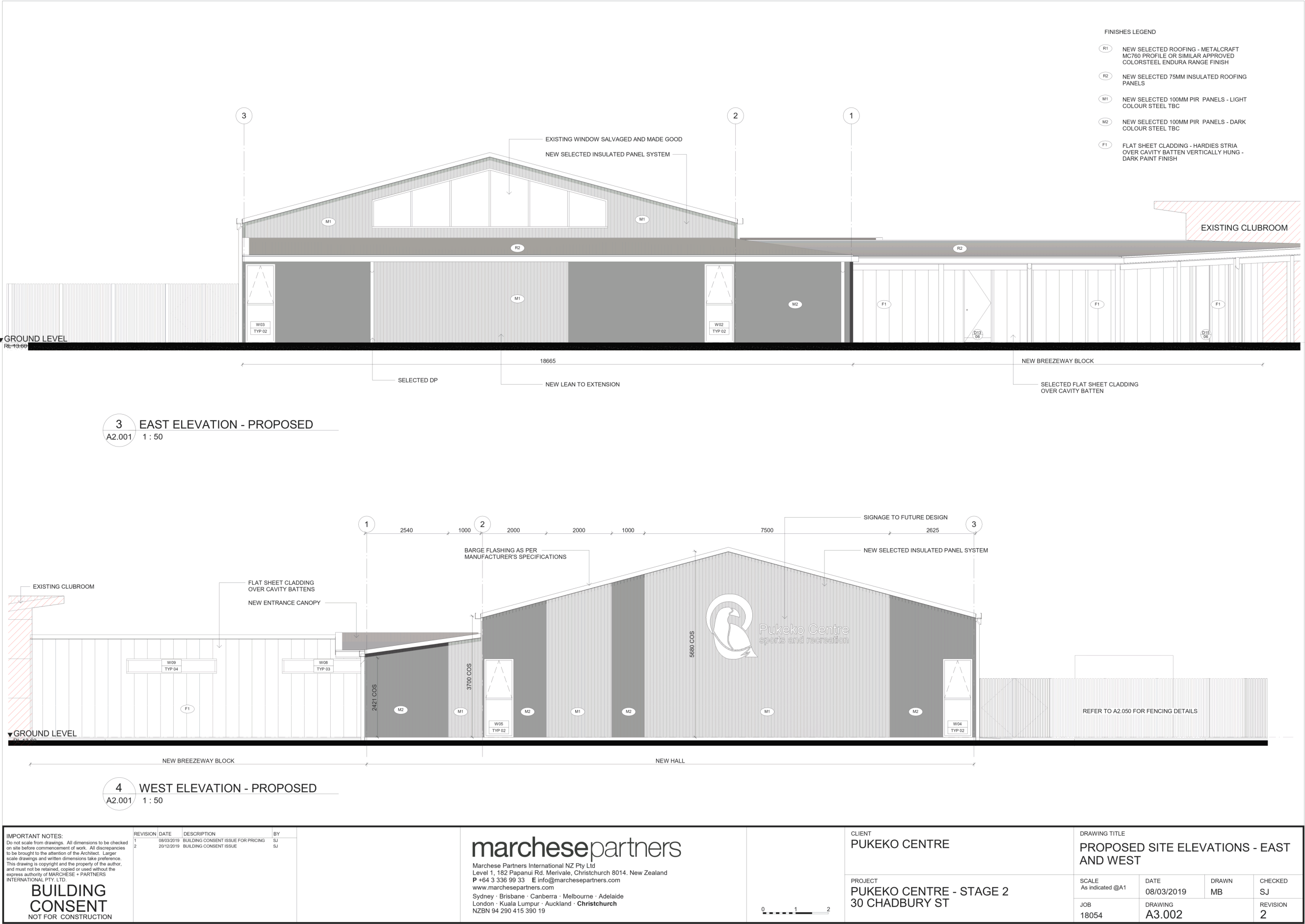


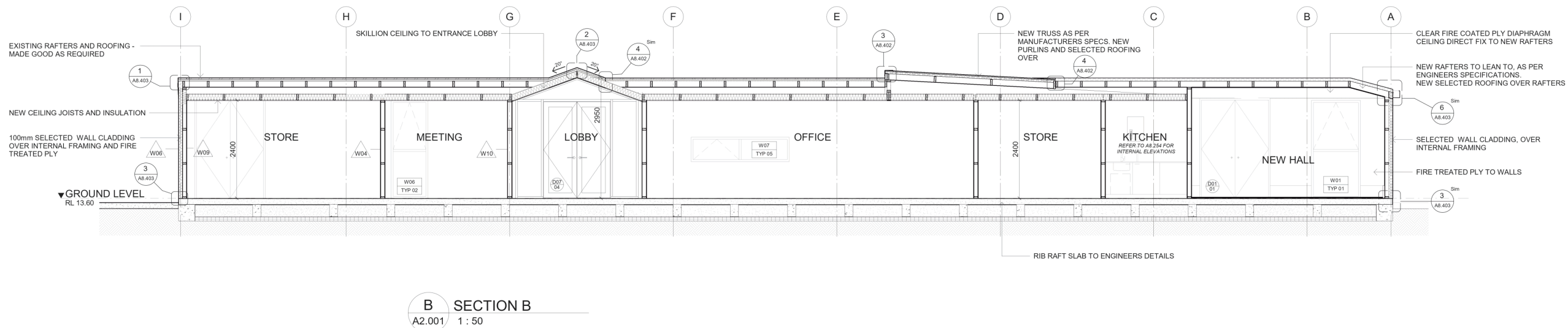
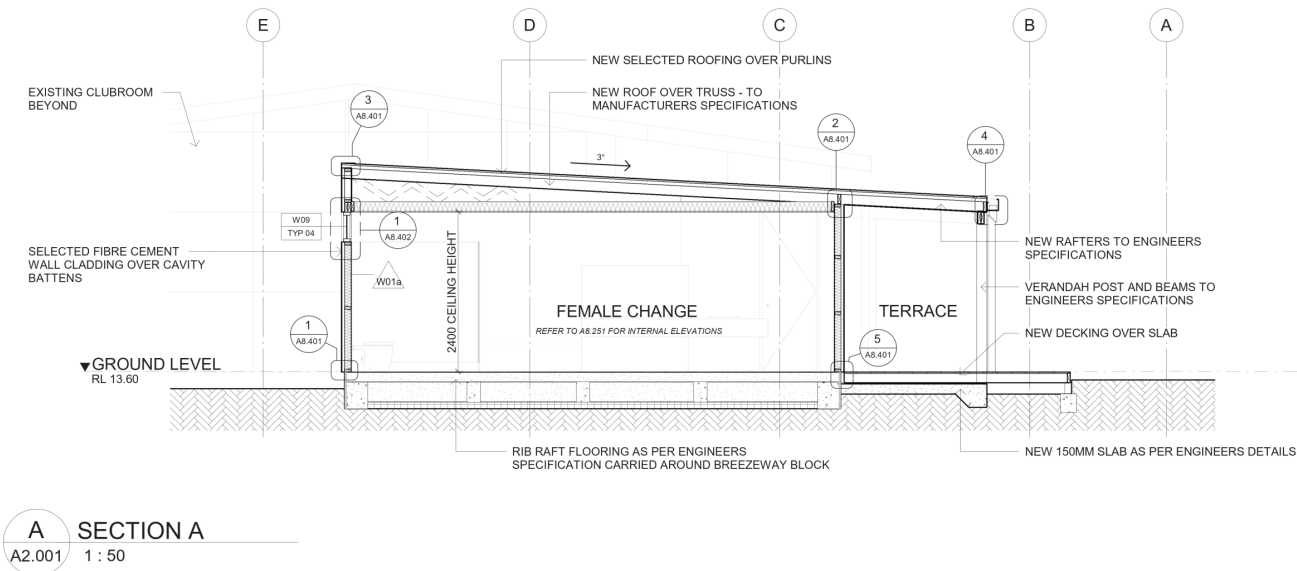
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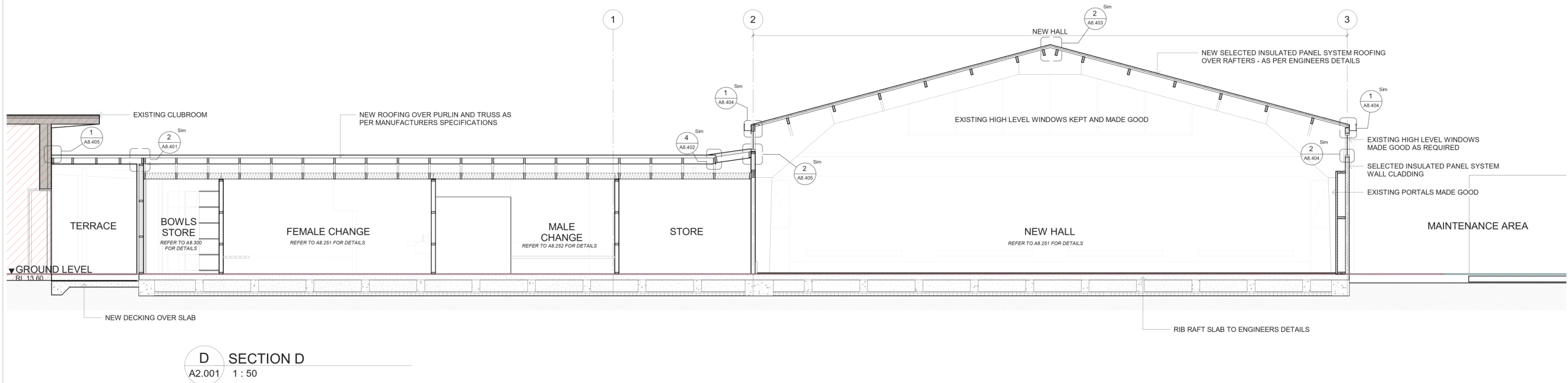
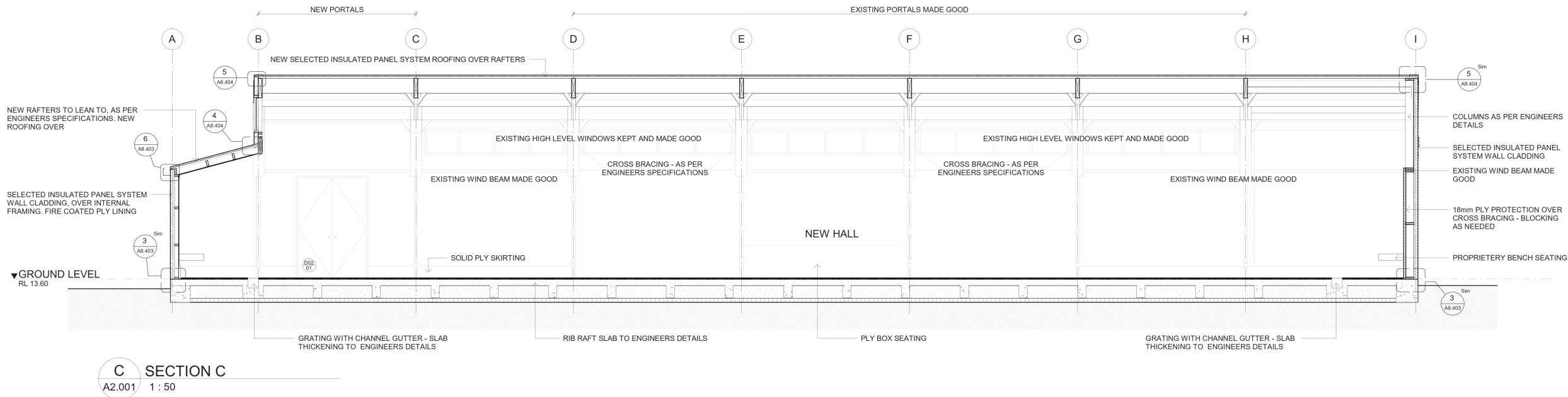


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	<div>PROJECT</div> <div>PUKEKO CENTRE - STAGE 2 30 CHADBURY ST</div>			<div>SCALE</div> <div>As indicated @A1</div>	<div>DATE</div> <div>08/03/2019</div>	<div>DRAWN</div> <div>MB</div>	<div>CHECKED</div> <div>SJ</div>	
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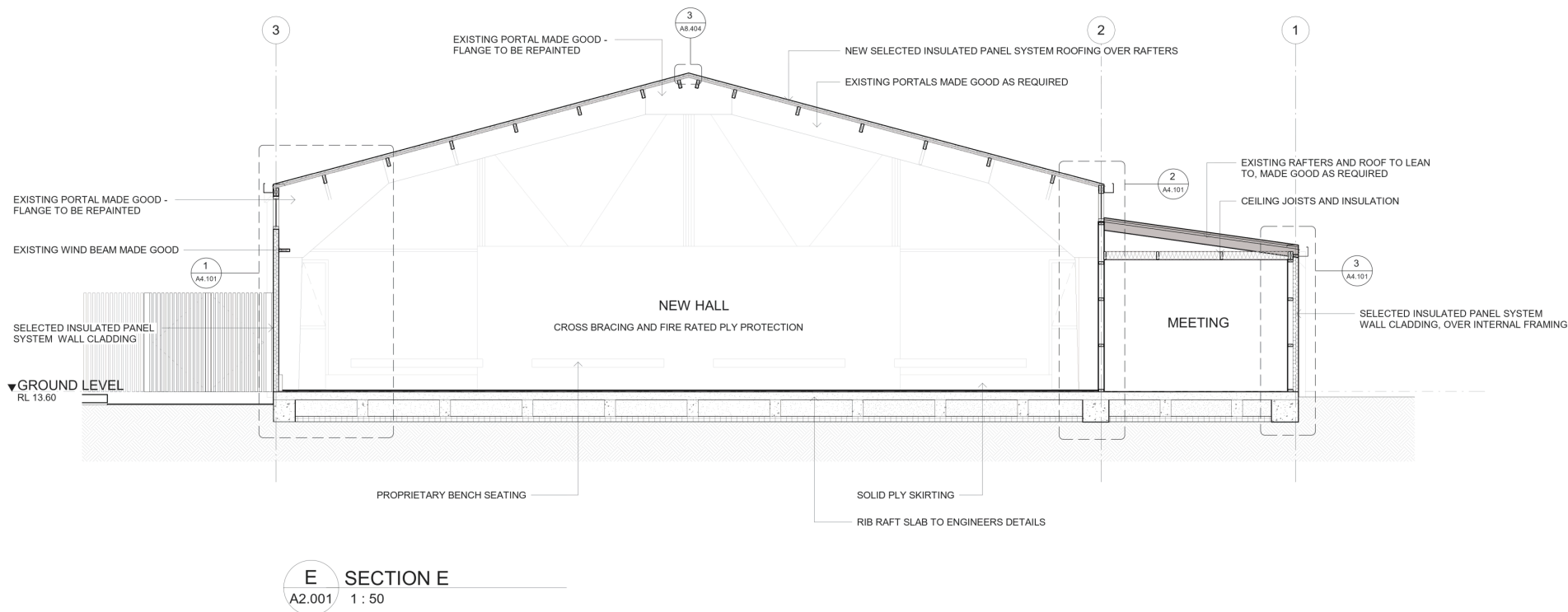




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	JOB 18054		DRAWING A4.001		REVISION 2						
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<div>PROJECT</div> <div>PUKEKO CENTRE - STAGE 2 30 CHADBURY ST</div>				<div>SCALE</div> <div>1: 50 @A1</div>	<div>DATE</div> <div>08/03/2019</div>	<div>DRAWN</div> <div>MB</div>	<div>CHECKED</div> <div>SJ</div>												
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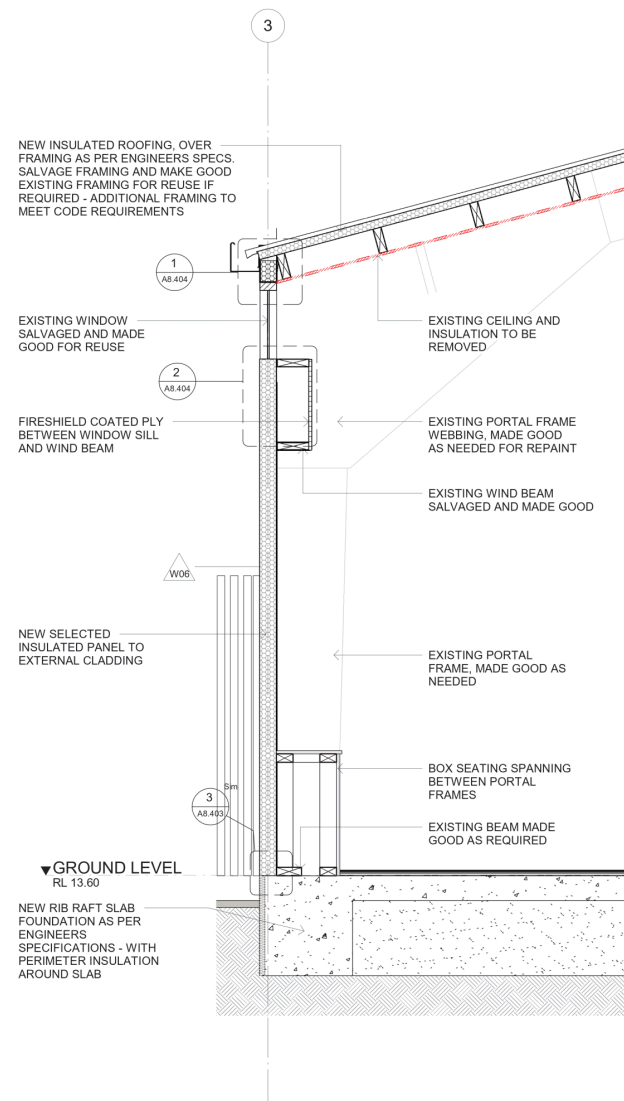
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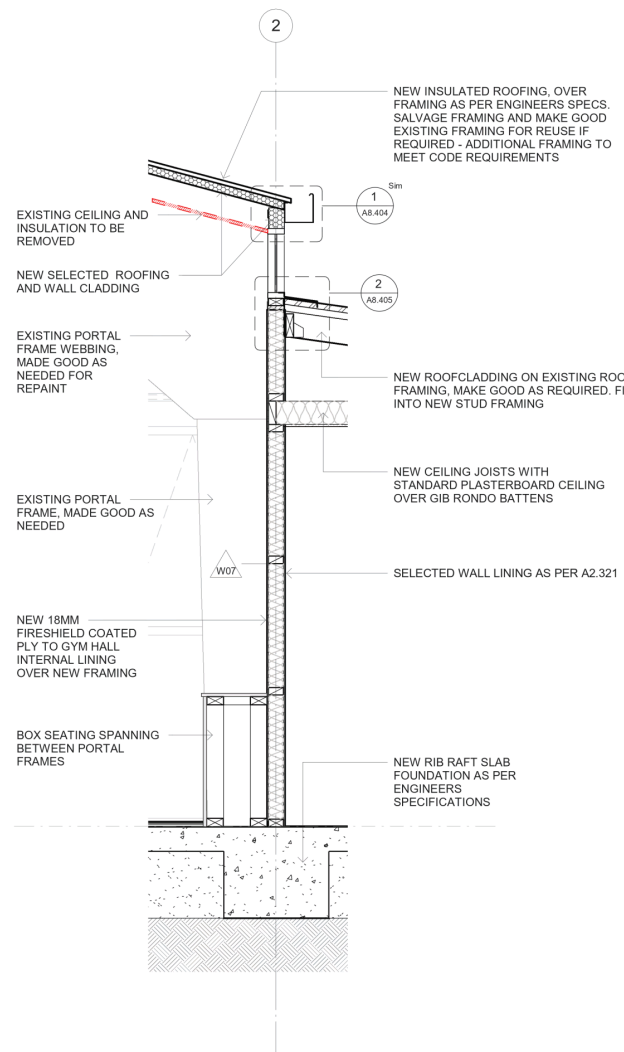
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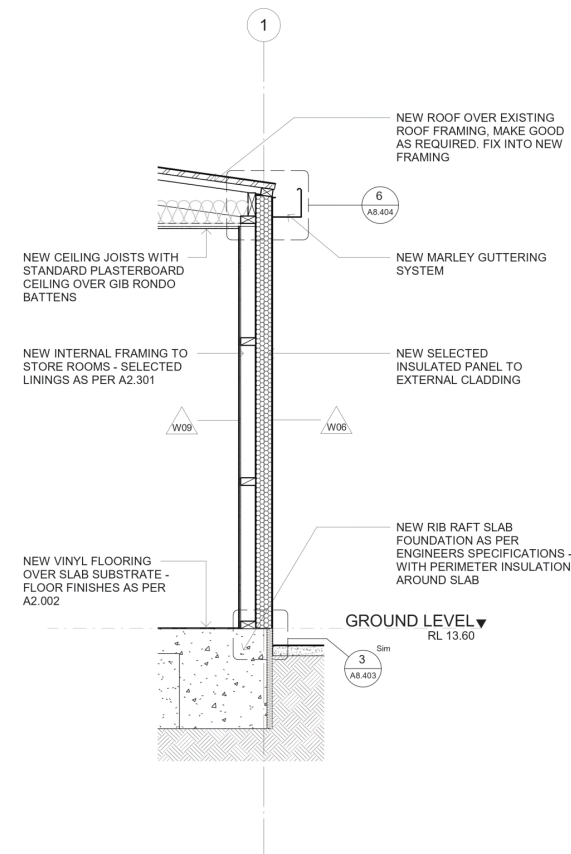
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1 WALL SECTION 1  
A4.003 1 : 20

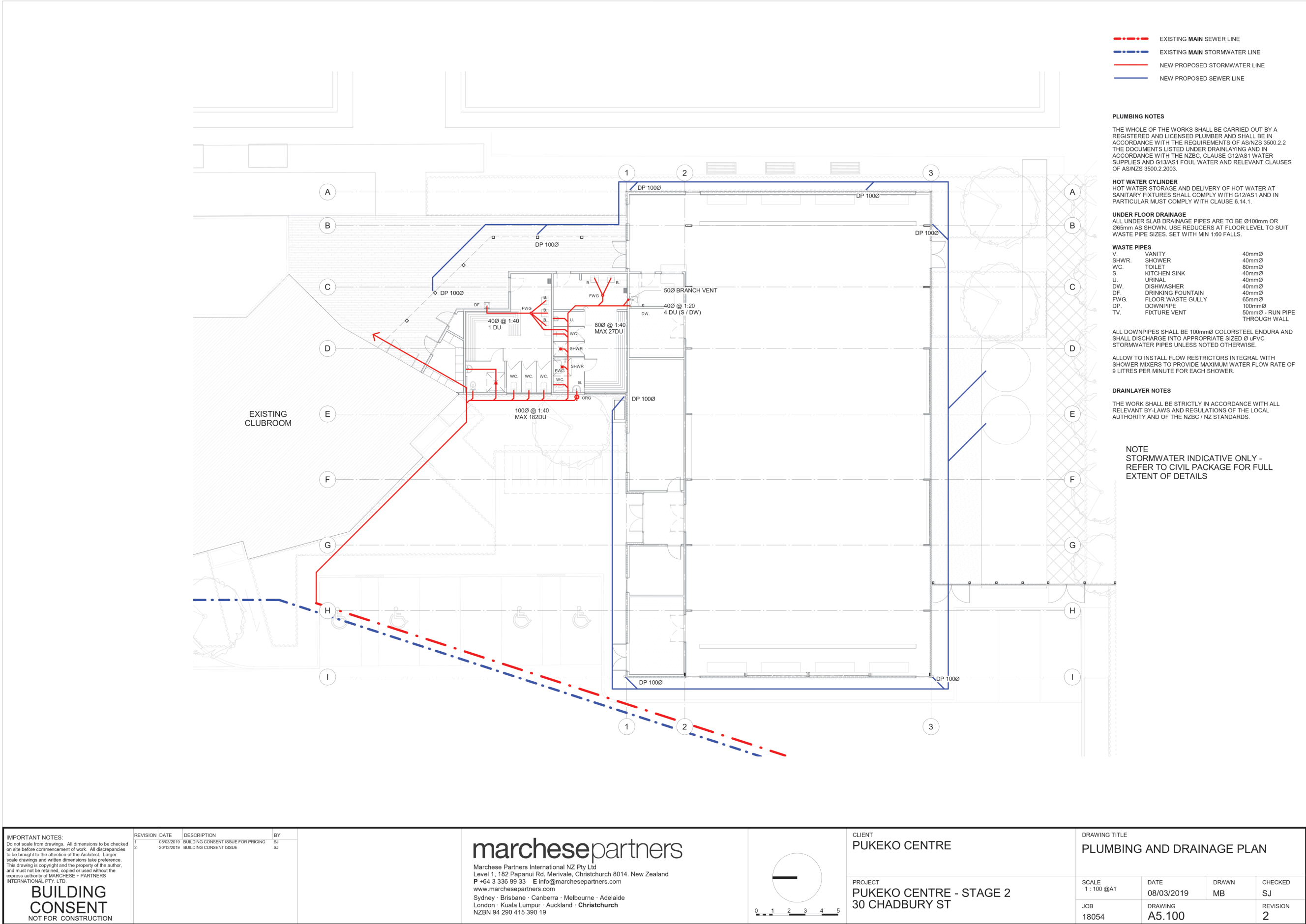


2 WALL SECTION 2  
A4.003 1 : 20



3 WALL SECTION 3  
A4.003 1 : 20

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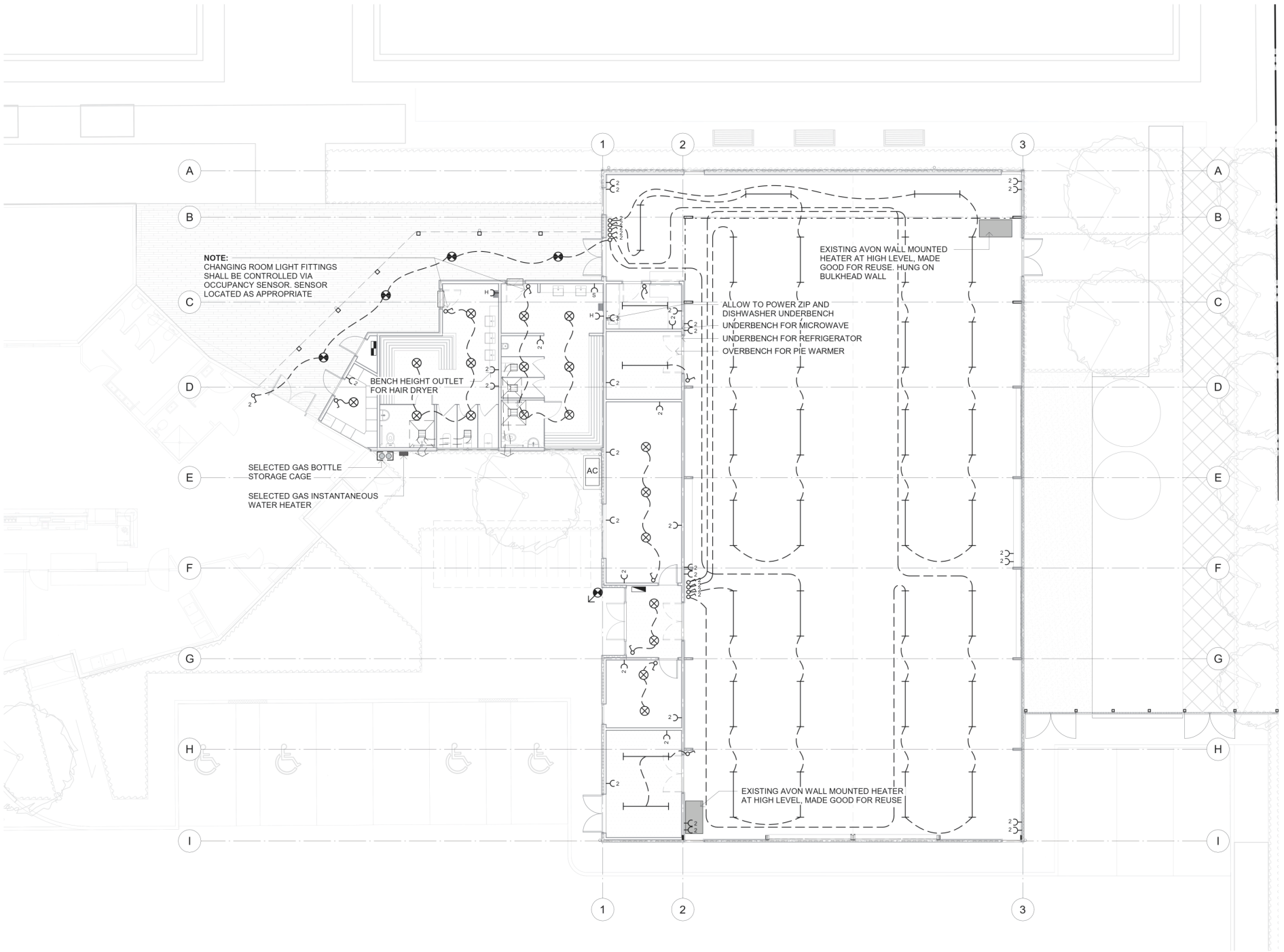


ELECTRICAL DRAWINGS TO BE READ IN CONJUNCTION WITH ELECTRICAL ENGINEERS SPECIFICATIONS

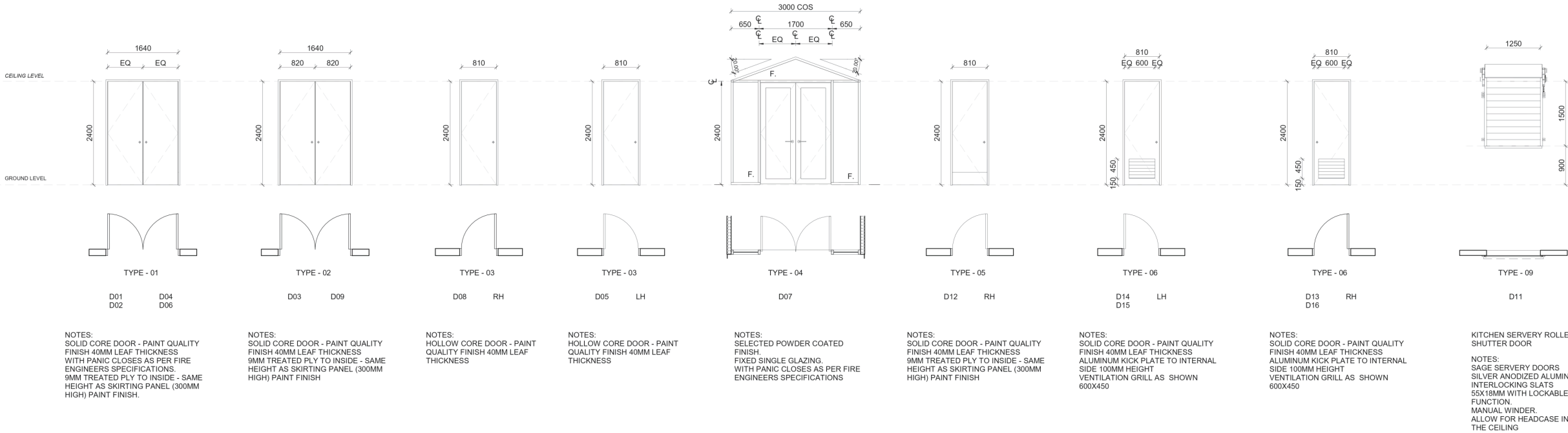
- ELECTRICAL NOTES:
1. ELECTRICAL DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL OTHER DOCUMENTS AND SPECIFICATIONS
  2. CONFIRM POSITION OF ALL ELECTRICAL FITTINGS AND FIXTURES PRIOR TO INSTALLATIONS
  3. MAKE ALLOWANCES FOR ALL ELECTRICAL CONDUITS TO BE CONCEALED
  4. INSTALLATION OF FITTINGS AND FIXTURES TO BE IN ACCORDANCE WITH MANUFACTURES SPECIFICATIONS
  5. EXHAUST FANS TO HAVE 1 MINUTE TIME DELAY WITH 10 MINUTE OVERRUN IN BATHROOM AREAS
  6. ALL LIGHT SWITCHES TO BE INSTALLED 1000MM ABOVE GROUND LEVEL TO CENTRE AND 100MM FROM DOOR JAMB WHERE PRACTICAL. SWITCHED TO BE ALIGNED HORIZONTALLY IF POSSIBLE OTHERWISE VERTICALLY

NOTE  
THE SPORTS HALL LUMINAIRE SHALL BE DESIGNED SPECIFICALLY FOR HIGH CEILINGS WITH IMPACT RESISTANT AND ANTI-GLARE QUALITIES. LIGHT FITTINGS SHALL INCLUDE DALI DIMMABLE FUNCTION WITH PRESET FUNCTIONS TO CHANGE LUX LEVEL FOR DIFFERENT EVENTS. MANUAL ALTER DIMMING LEVELS IS ALSO REQUIRED.

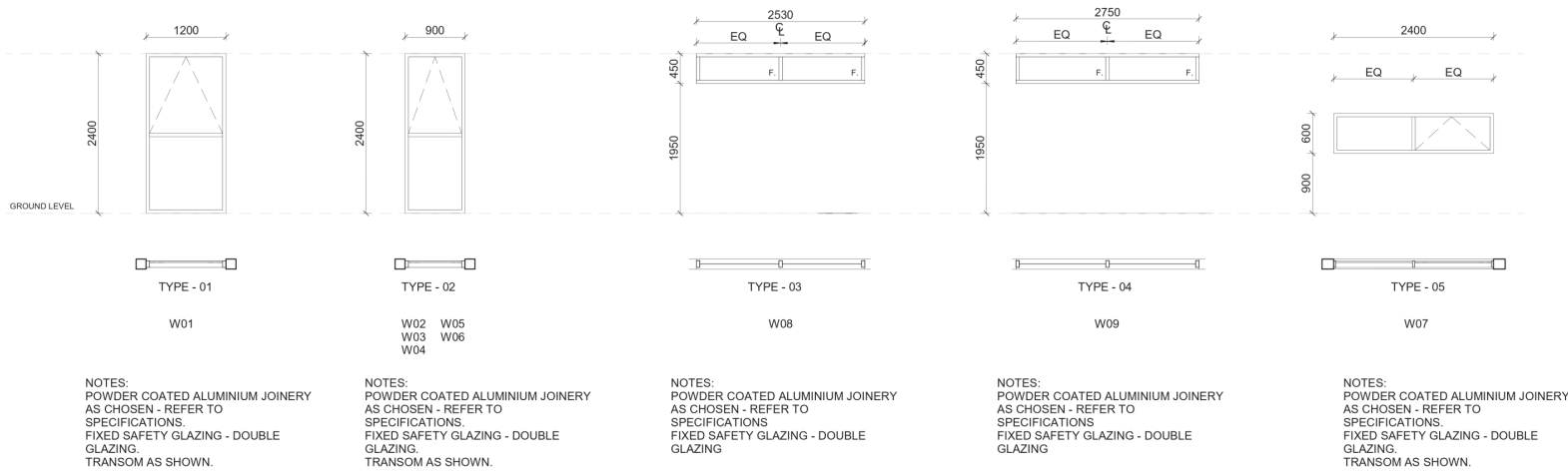
- SELECTED FLUORESCENT LIGHT - LUX RANGE OF 200 TO 750I AT SURFACE LEVEL
- SELECTED RECESSED LED LIGHT - REFER TO ELECTRICAL ENGINEER SPECIFICATION FOR ALL LUX LEVELS
- EXTERIOR RECESSED SOFFIT LED LIGHT - 2 WAY SWITCH IN HALL AND EXISTING CLUBROOM
- SELECTED SPOTLIGHT WITH SENSOR
- SELECTED CEILING HUNG LED LIGHT FITTING - APPROPRIATE IP RATING
- DOUBLE POWER SOCKET TO APPROPRIATE HEIGHT
- HARD WIRED HAND DRYER FITTING
- SHAVERS OUTLET
- SELECTED LIGHT SWITCH
- EXTRACT FAN - EXTRACTED THROUGH WALL OR SOFFIT AS NEEDED
- NEW MAIN SWITCHBOARD
- NEW DISTRIBUTION BOARD



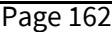
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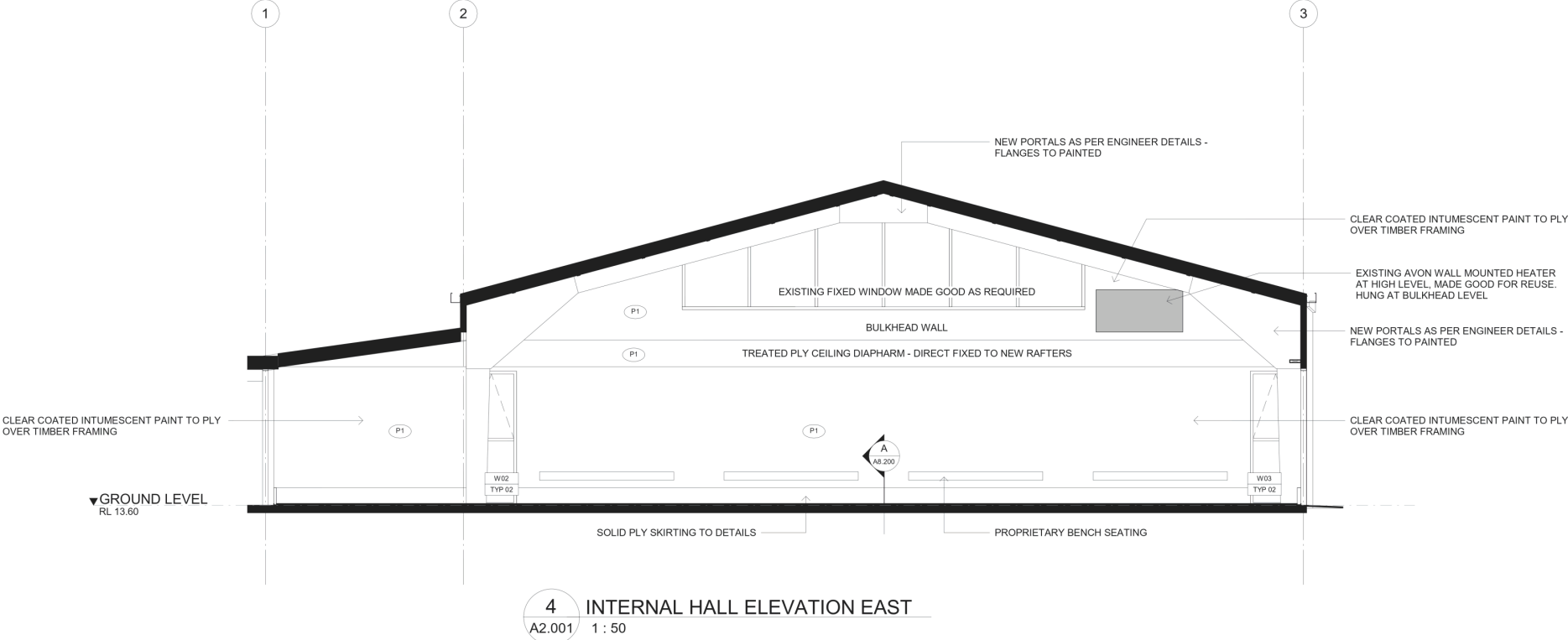
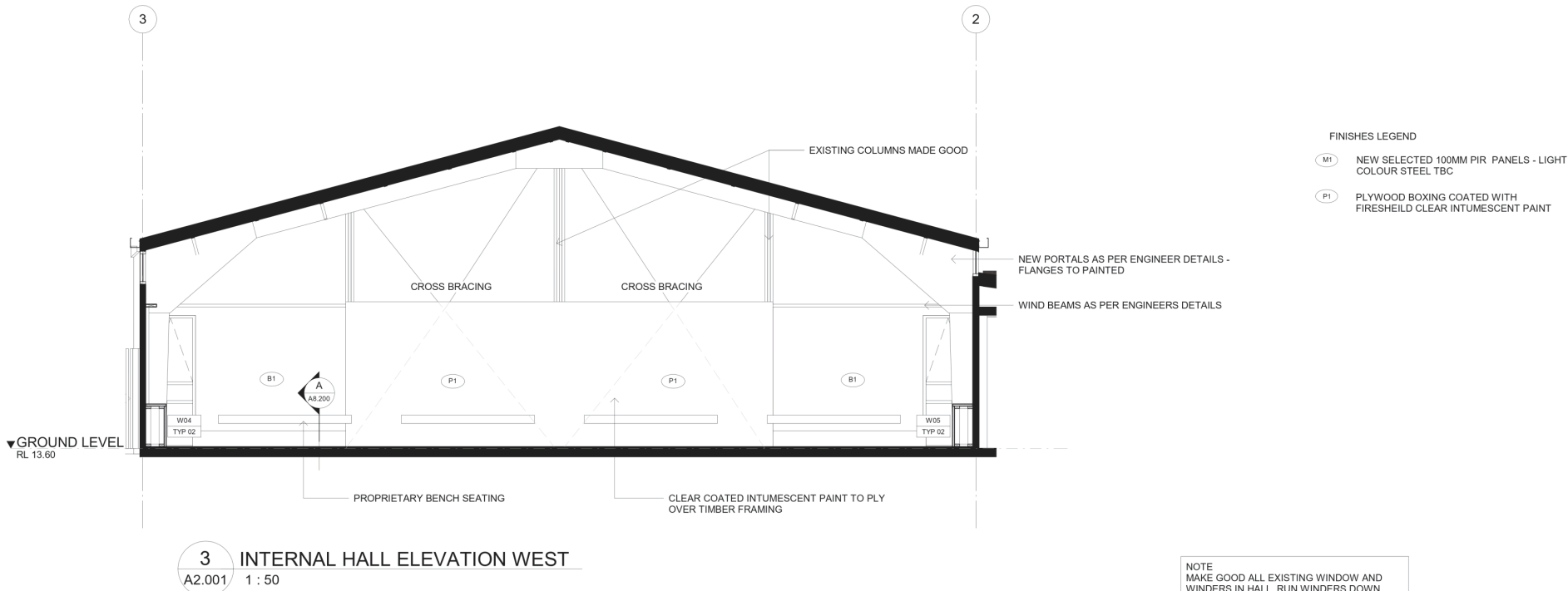


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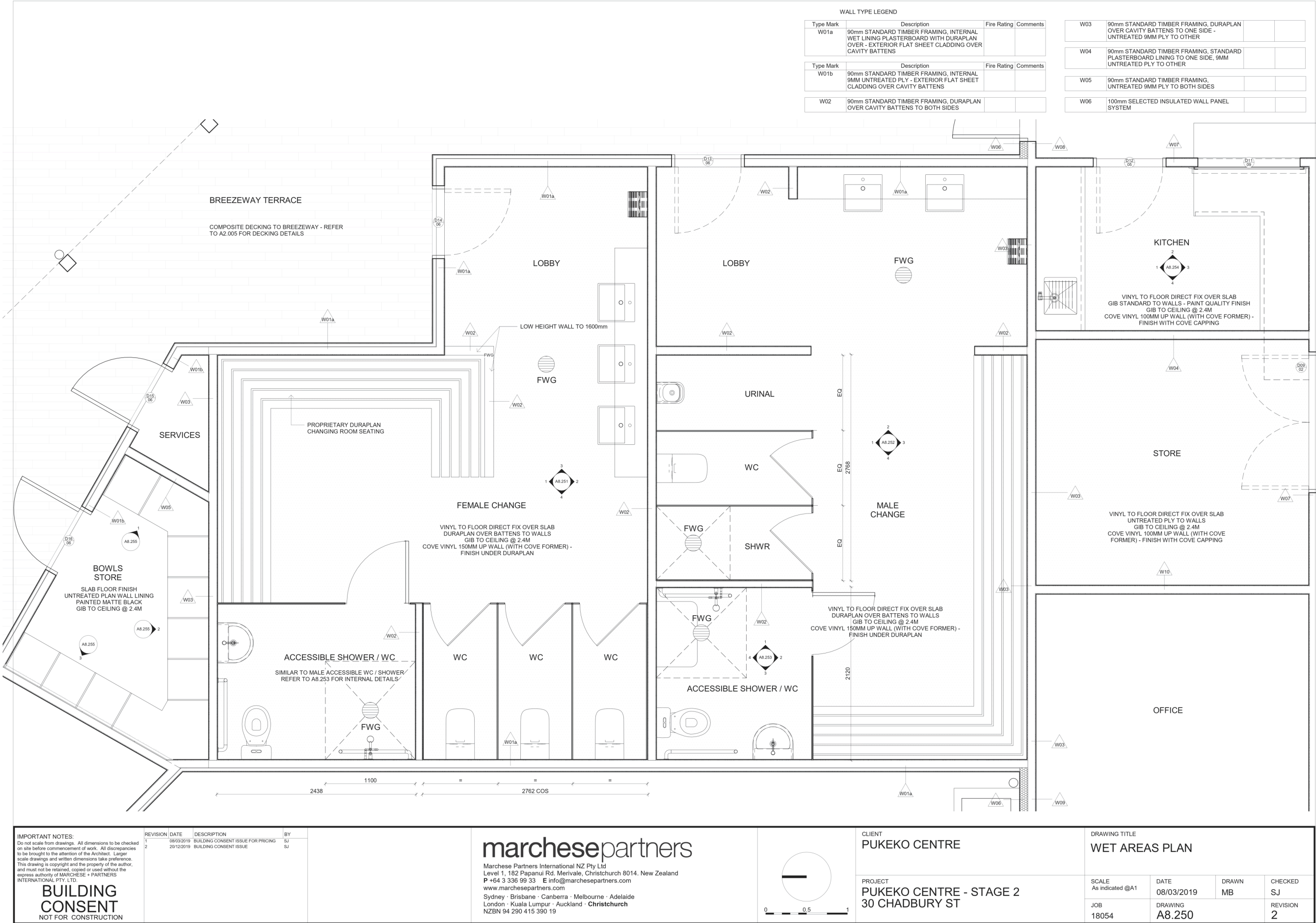


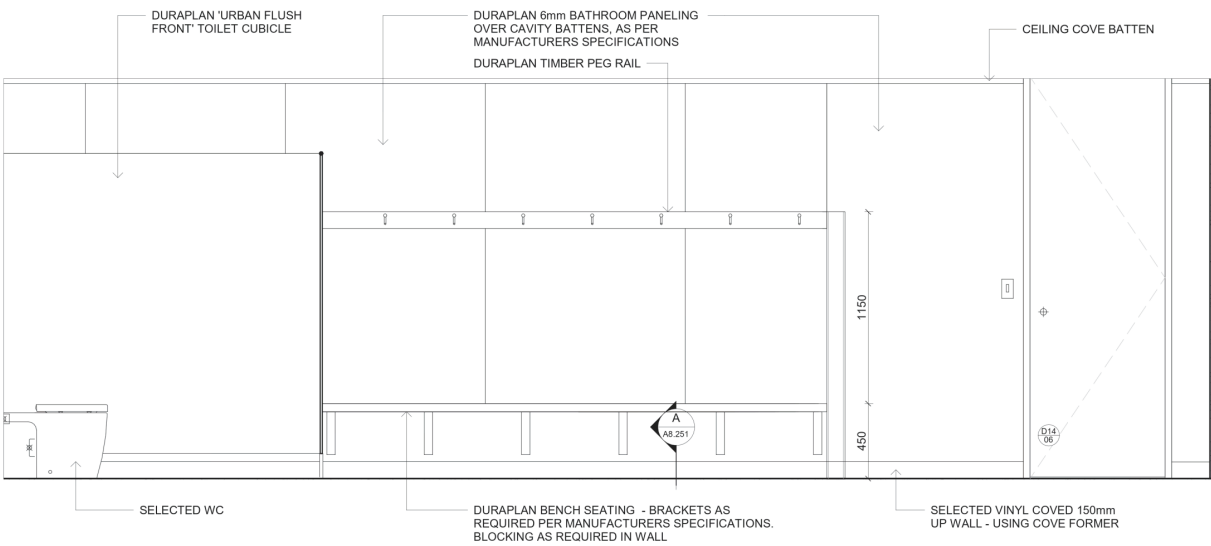
<div>IMPORTANT NOTES:</div> <div>Do not scale from drawings. All dimensions to be checked on site before commencement of work. All discrepancies to be brought to the attention of the Architect. Larger scale drawings and written dimensions take preference. This drawing is copyright and the property of the author, and must not be retained, copied or used without the express authority of MARCHESE + PARTNERS INTERNATIONAL PTY. LTD.</div> <div>BUILDING CONSENT</div> <div>NOT FOR CONSTRUCTION</div>	<table><tr><th>REVISION</th><th>DATE</th><th>DESCRIPTION</th><th>BY</th></tr><tr><td>1</td><td>08/03/2019</td><td>BUILDING CONSENT ISSUE FOR PRICING</td><td>SJ</td></tr><tr><td>2</td><td>20/12/2019</td><td>BUILDING CONSENT ISSUE</td><td>SJ</td></tr></table>	REVISION	DATE	DESCRIPTION	BY	1	08/03/2019	BUILDING CONSENT ISSUE FOR PRICING	SJ	2	20/12/2019	BUILDING CONSENT ISSUE	SJ	<div>marchesepartners</div> <div>Marchese Partners International NZ Pty Ltd Level 1, 182 Papanui Rd, Merivale, Christchurch 8014, New Zealand P +64 3 336 99 33 E info@marchesepartners.com www.marchesepartners.com Sydney · Brisbane · Canberra · Melbourne · Adelaide London · Kuala Lumpur · Auckland · Christchurch NZBN 94 290 415 390 19</div>	<div>CLIENT</div> <div>PUKEKO CENTRE</div> <div>PROJECT</div> <div>PUKEKO CENTRE - STAGE 2</div> <div>30 CHADBURY ST</div> <div><div>00.10.20.30.40.50</div></div>	<div>DRAWING TITLE</div> <div>WINDOW SCHEDULE</div> <table><tr><td>SCALE</td><td>DATE</td><td>DRAWN</td><td>CHECKED</td></tr><tr><td></td><td>08/03/2019</td><td>MB</td><td>SJ</td></tr><tr><td>JOB</td><td>DRAWING</td><td colspan="2">REVISION</td></tr><tr><td>18054</td><td>A7.101</td><td colspan="2">2</td></tr></table>	SCALE	DATE	DRAWN	CHECKED		08/03/2019	MB	SJ	JOB	DRAWING	REVISION		18054	A7.101	2	
	REVISION	DATE	DESCRIPTION	BY																												
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SCALE	DATE	DRAWN	CHECKED																													
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JOB	DRAWING	REVISION																														
18054	A7.101	2																														



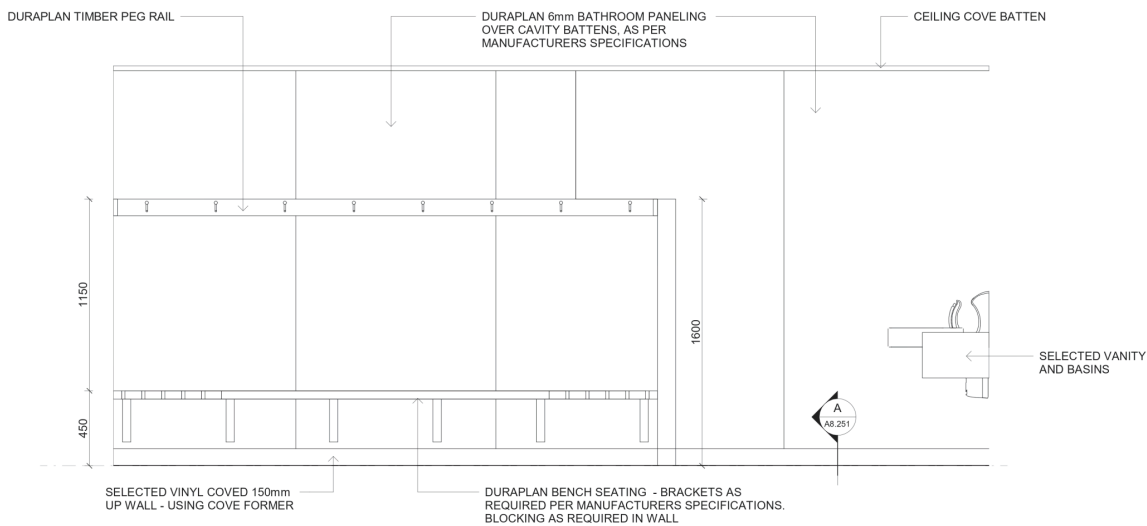


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	1	08/03/2019	BUILDING CONSENT ISSUE FOR PRICING			PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST		SCALE As indicated @A1	DATE 08/03/2019	DRAWN MB	CHECKED SJ
	2	20/12/2019	BUILDING CONSENT ISSUE			JOB 18054		DRAWING A8.201	REVISION 2		

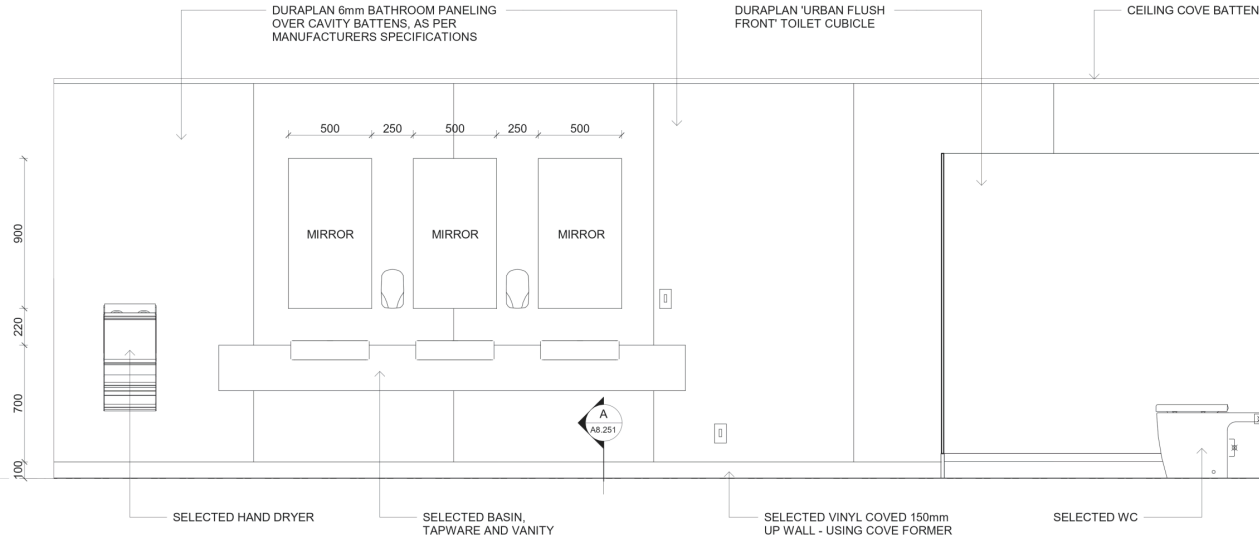




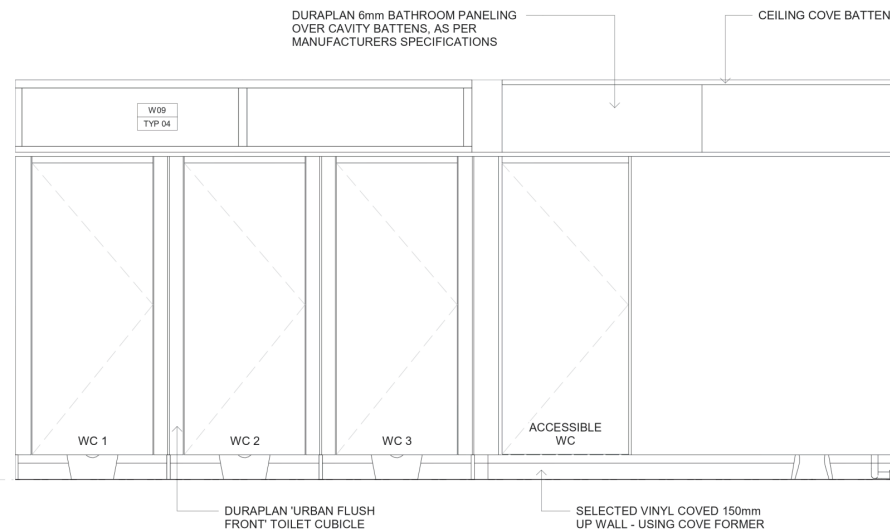
1 INTERNAL ELEVATION - FEMALE LOCKER NORTH  
A8.250 1 : 20



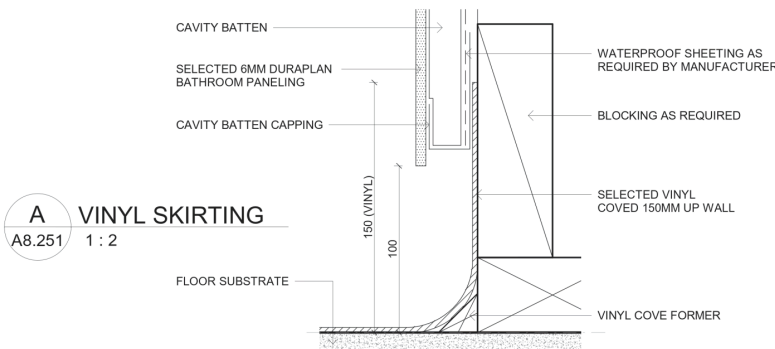
3 INTERNAL ELEVATION - FEMALE LOCKER EAST  
A8.250 1 : 20



2 INTERNAL ELEVATION - FEMALE LOCKER SOUTH  
A8.250 1 : 20

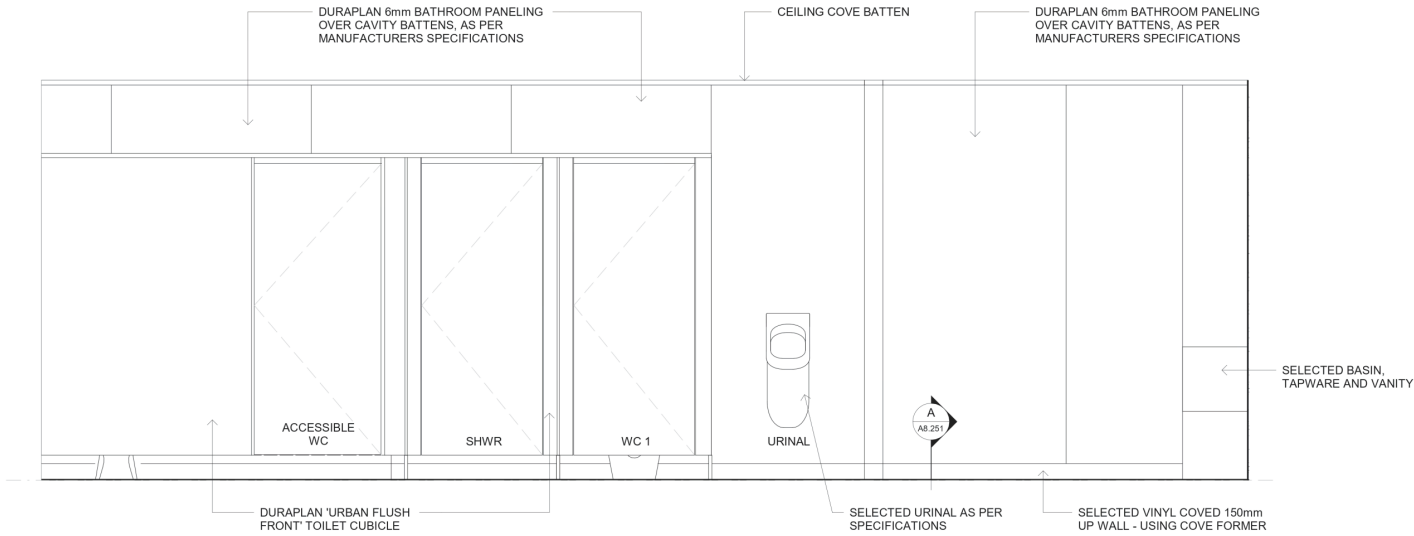


4 INTERNAL ELEVATION - FEMALE LOCKER WEST  
A8.250 1 : 20

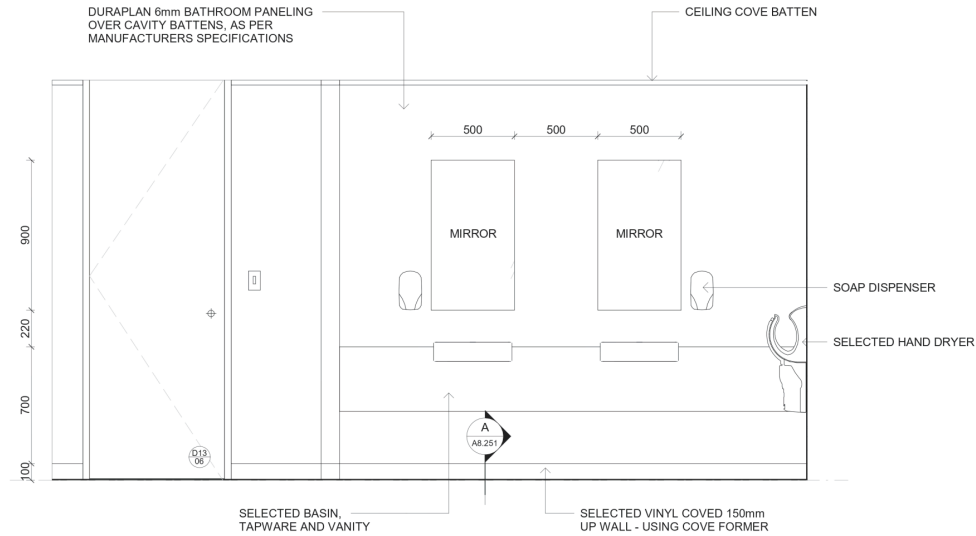


A VINYL SKIRTING  
A8.251 1 : 2

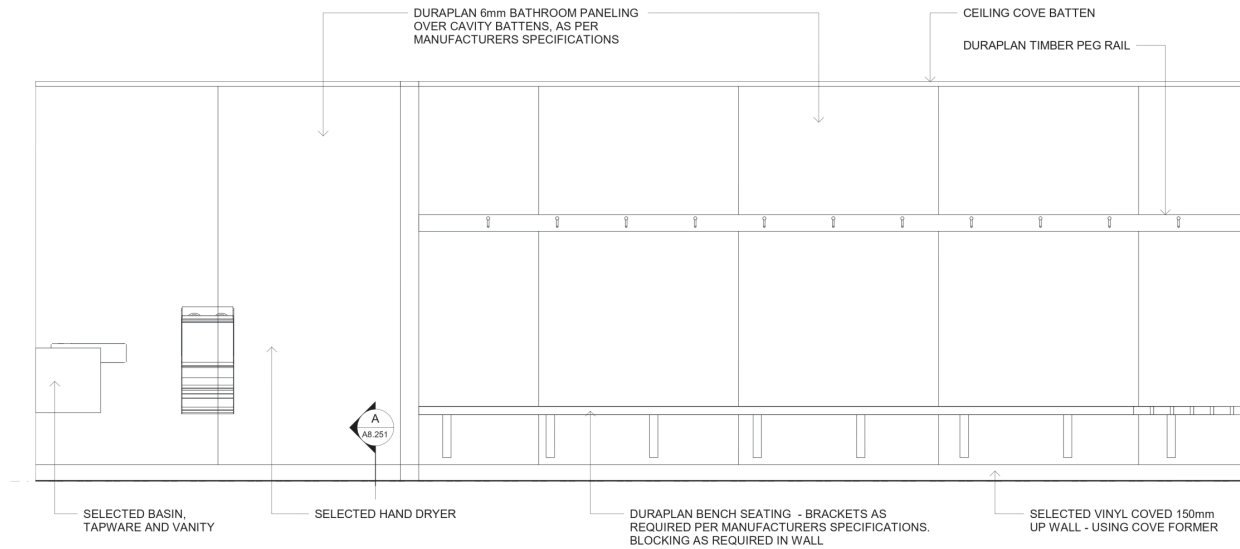
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	PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST		SCALE As indicated @A1	DATE 08/03/2019		DRAWN MB	CHECKED SJ				
	JOB 18054	DRAWING A8.251	REVISION 2								



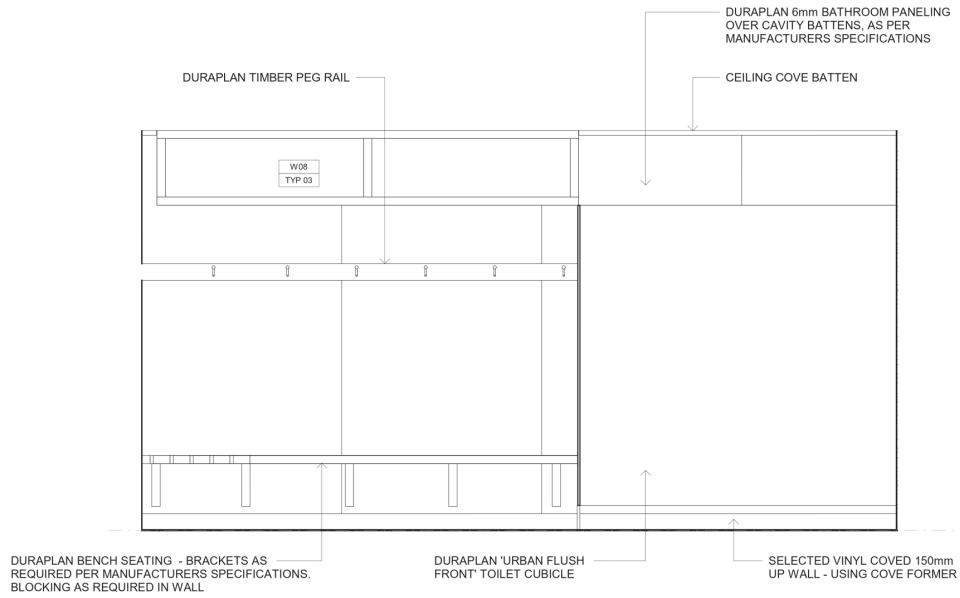
1 INTERNAL ELEVATION - MALE LOCKER NORTH  
A8.250 1 : 20



2 INTERNAL ELEVATION - MALE LOCKER EAST  
A8.250 1 : 20

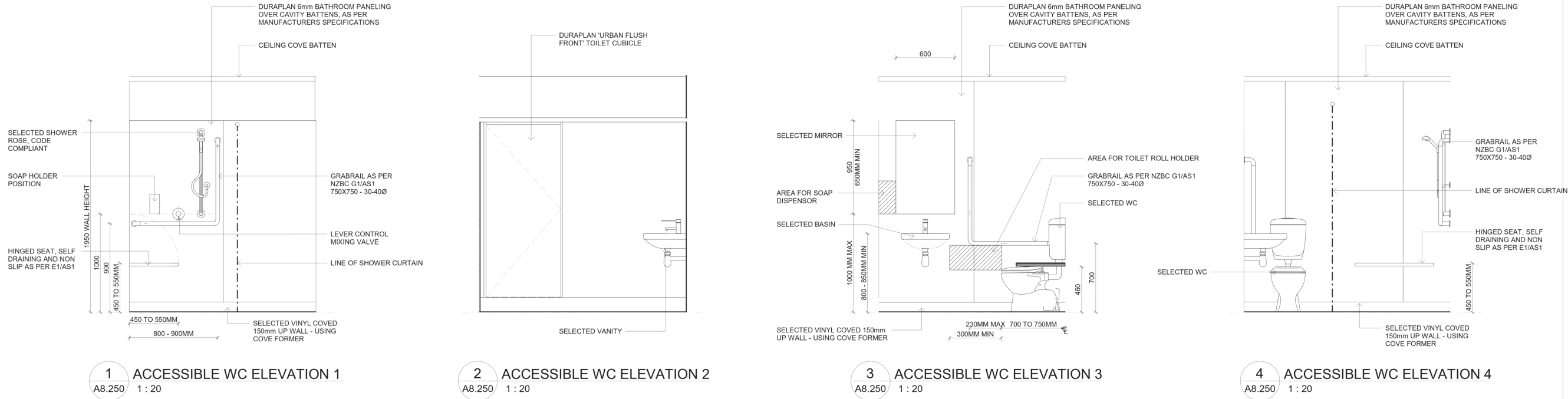


3 INTERNAL ELEVATION - MALE LOCKER SOUTH  
A8.250 1 : 20



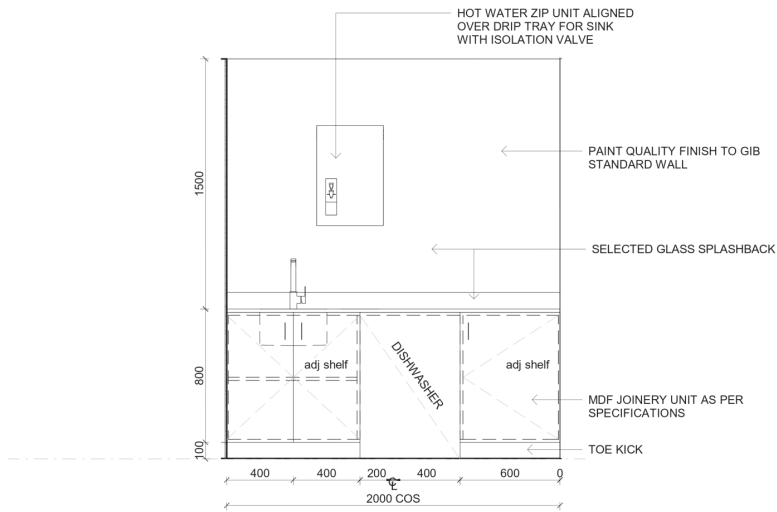
4 INTERNAL ELEVATION - MALE LOCKER WEST  
A8.250 1 : 20

<div>IMPORTANT NOTES: Do not scale from drawings. All dimensions to be checked on site before commencement of work. All discrepancies to be brought to the attention of the Architect. Larger scale drawings and written dimensions take preference. This drawing is copyright and the property of the author, and must not be retained, copied or used without the express authority of MARCHESE + PARTNERS INTERNATIONAL PTY. LTD.</div> <div>BUILDING CONSENT</div> <div>NOT FOR CONSTRUCTION</div>	<table><tr><th>REVISION</th><th>DATE</th><th>DESCRIPTION</th><th>BY</th></tr><tr><td>1</td><td>08/03/2019</td><td>BUILDING CONSENT ISSUE FOR PRICING</td><td>SJ</td></tr><tr><td>2</td><td>20/12/2019</td><td>BUILDING CONSENT ISSUE</td><td>SJ</td></tr></table>	REVISION	DATE	DESCRIPTION	BY	1	08/03/2019	BUILDING CONSENT ISSUE FOR PRICING	SJ	2	20/12/2019	BUILDING CONSENT ISSUE	SJ	<div>marchesepartners</div> <div>Marchese Partners International NZ Pty Ltd Level 1, 182 Papanui Rd, Merivale, Christchurch 8014, New Zealand P +64 3 336 99 33 E info@marchesepartners.com www.marchesepartners.com Sydney · Brisbane · Canberra · Melbourne · Adelaide London · Kuala Lumpur · Auckland · Christchurch NZBN 94 290 415 390 19</div> <div>00.51</div>	<table><tr><td>CLIENT PUKEKO CENTRE</td><td colspan="3">DRAWING TITLE INTERNAL ELEVATIONS - MALE CHANGE</td></tr><tr><td rowspan="2">PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST</td><td>SCALE 1 : 20 @A1</td><td>DATE 08/03/2019</td><td>DRAWN MB</td><td>CHECKED SJ</td></tr><tr><td>JOB 18054</td><td>DRAWING A8.252</td><td colspan="2">REVISION 2</td></tr></table>	CLIENT PUKEKO CENTRE	DRAWING TITLE INTERNAL ELEVATIONS - MALE CHANGE			PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST	SCALE 1 : 20 @A1	DATE 08/03/2019	DRAWN MB	CHECKED SJ	JOB 18054	DRAWING A8.252	REVISION 2	
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CLIENT PUKEKO CENTRE	DRAWING TITLE INTERNAL ELEVATIONS - MALE CHANGE																											
PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST	SCALE 1 : 20 @A1	DATE 08/03/2019	DRAWN MB	CHECKED SJ																								
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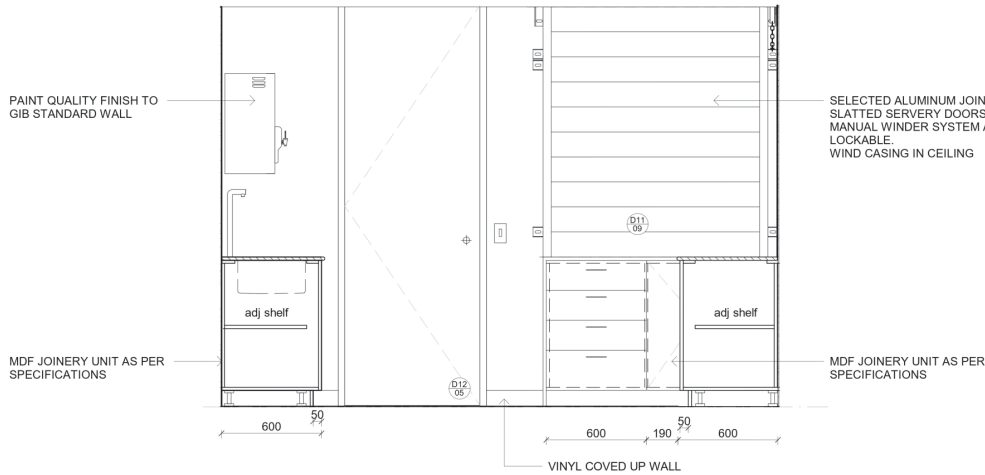


NOTE:  
ALL ACCESSIBLE SHOWER AND  
TOILET CUBICLES TO COMPLY  
WITH NZBC G1/AS1

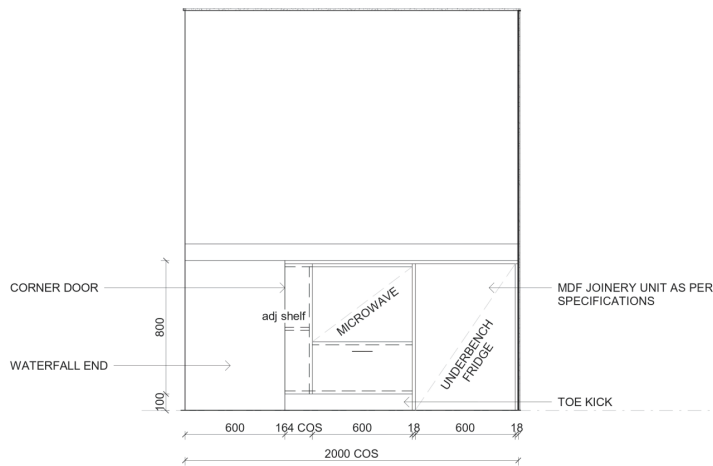
<div>IMPORTANT NOTES: Do not scale from drawings. All dimensions to be checked on site before commencement of work. All discrepancies to be brought to the attention of the Architect. Larger scale drawings and written dimensions take preference. This drawing is copyright and the property of the author, and must not be retained, copied or used without the express authority of MARCHESE + PARTNERS INTERNATIONAL PTY. LTD.</div> <div>BUILDING CONSENT</div> <div>NOT FOR CONSTRUCTION</div>	<div>REVISION   DATE   DESCRIPTION   BY</div> <div>1   08/03/2019   BUILDING CONSENT ISSUE FOR PRICING   SJ</div> <div>2   20/12/2019   BUILDING CONSENT ISSUE   SJ</div>	<div>marchesepartners</div> <div>Marchese Partners International NZ Pty Ltd Level 1, 182 Papanui Rd, Merivale, Christchurch 8014, New Zealand P +64 3 336 99 33 E info@marchesepartners.com www.marchesepartners.com Sydney · Brisbane · Canberra · Melbourne · Adelaide London · Kuala Lumpur · Auckland · Christchurch NZBN 94 290 415 390 19</div> <div>00.51</div>	<div>CLIENT PUKEKO CENTRE</div>				<div>DRAWING TITLE INTERNAL ELEVATIONS - ACCESSIBLE TOILET</div>			
	<div>PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST</div>				<div>SCALE 1 : 20 @A1</div>	<div>DATE 08/03/2019</div>	<div>DRAWN MB</div>	<div>CHECKED SJ</div>		
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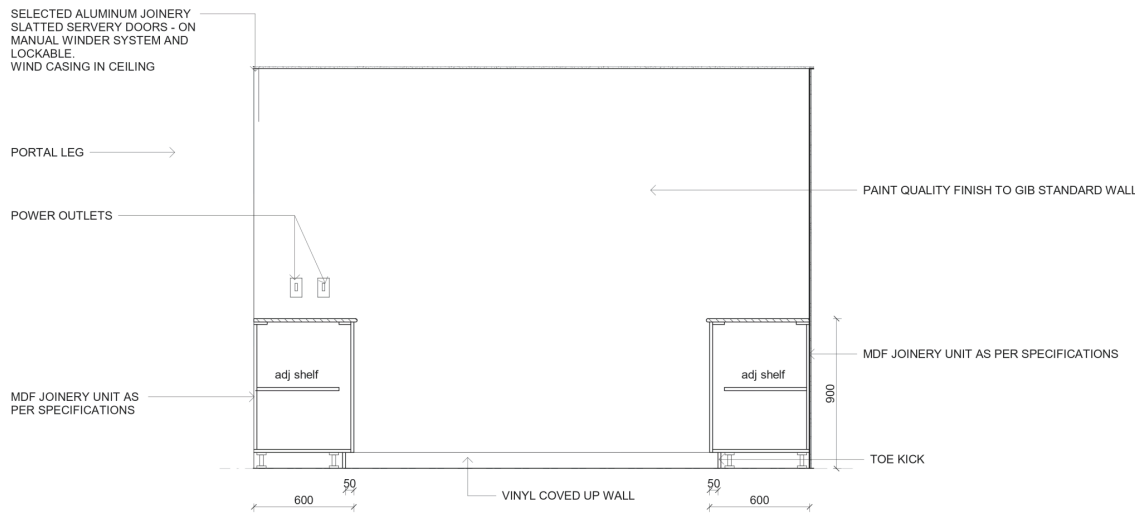
1 INTERNAL ELEVATION - KITCHEN NORTH  
A8.250 1 : 20



2 INTERNAL ELEVATION - KITCHEN EAST  
A8.250 1 : 20

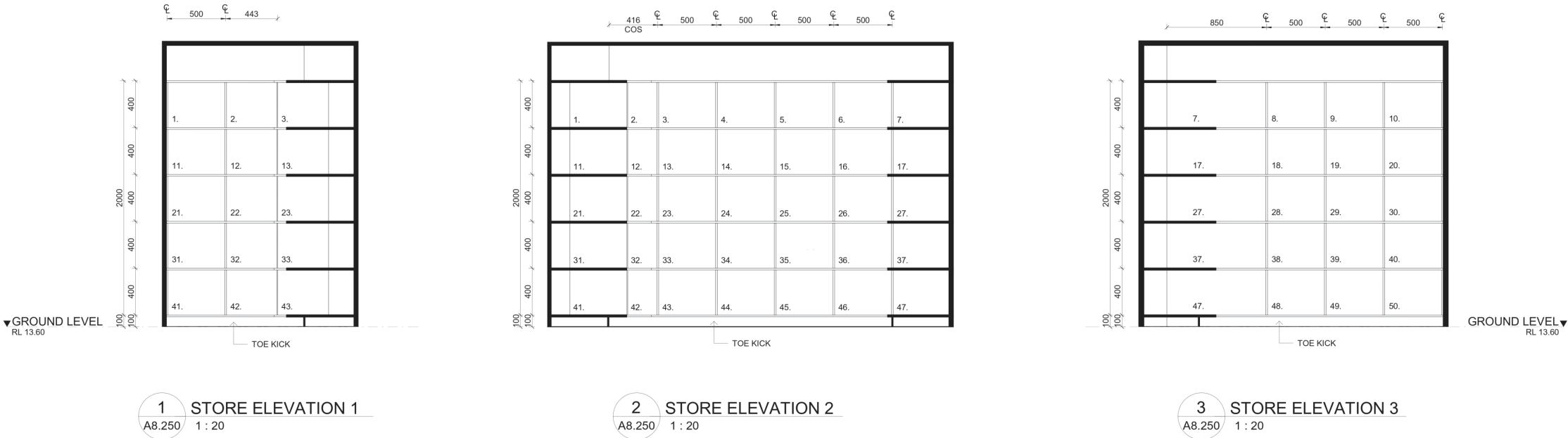


3 INTERNAL ELEVATION - KITCHEN SOUTH  
A8.250 1 : 20



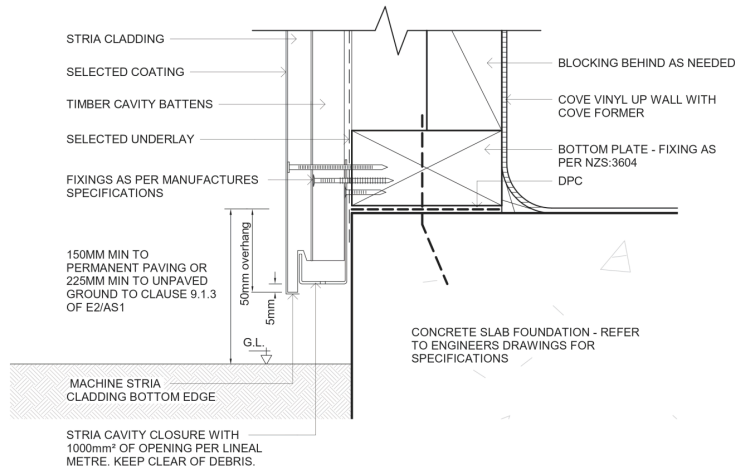
4 INTERNAL ELEVATION - KITCHEN WEST  
A8.250 1 : 20

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	<div>1</div> <div>08/03/2019</div> <div>BUILDING CONSENT ISSUE FOR PRICING</div> <div>SJ</div>			<div>PROJECT</div> <div>PUKEKO CENTRE - STAGE 2</div> <div>30 CHADBURY ST</div>	<div>SCALE</div> <div>1 : 20 @A1</div>	<div>DATE</div> <div>08/03/2019</div>	<div>DRAWN</div> <div>MB</div>	<div>CHECKED</div> <div>SJ</div>	
	<div>2</div> <div>20/12/2019</div> <div>BUILDING CONSENT ISSUE</div> <div>SJ</div>				<div>JOB</div> <div>18054</div>	<div>DRAWING</div> <div>A8.254</div>	<div>REVISION</div> <div>2</div>		

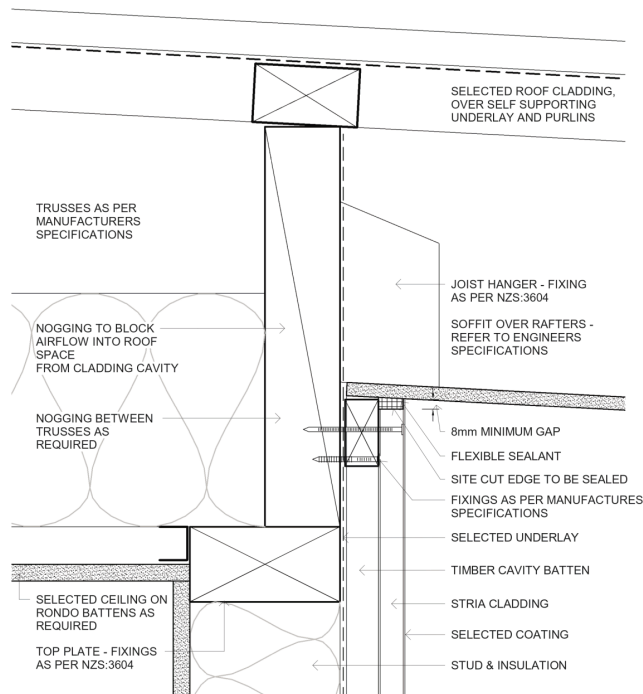


NOTE:  
BOXES TO BE CONSTRUCTED FROM  
UNTREATED DD GRADE 18MM PLY.  
WALL BEHIND TO BE PAINTED BLACK

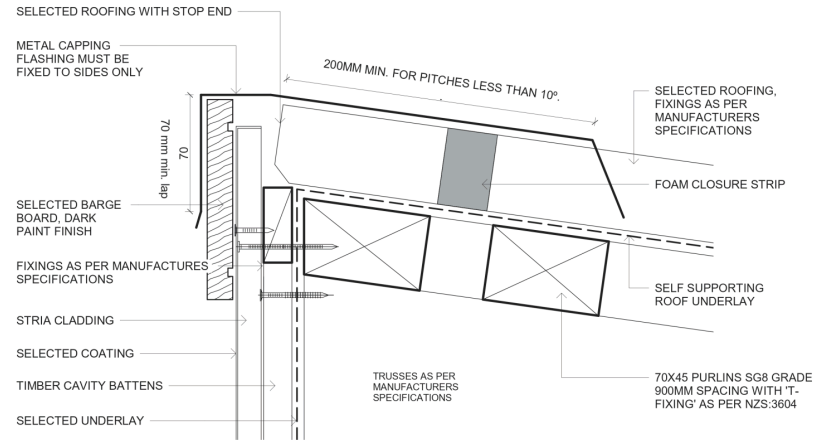
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	2	20/12/2019	BUILDING CONSENT ISSUE					JOB 18054	DRAWING A8.255	REVISION 2	
	PROJECT PUKEKO CENTRE - STAGE 2 30 CHADBURY ST										



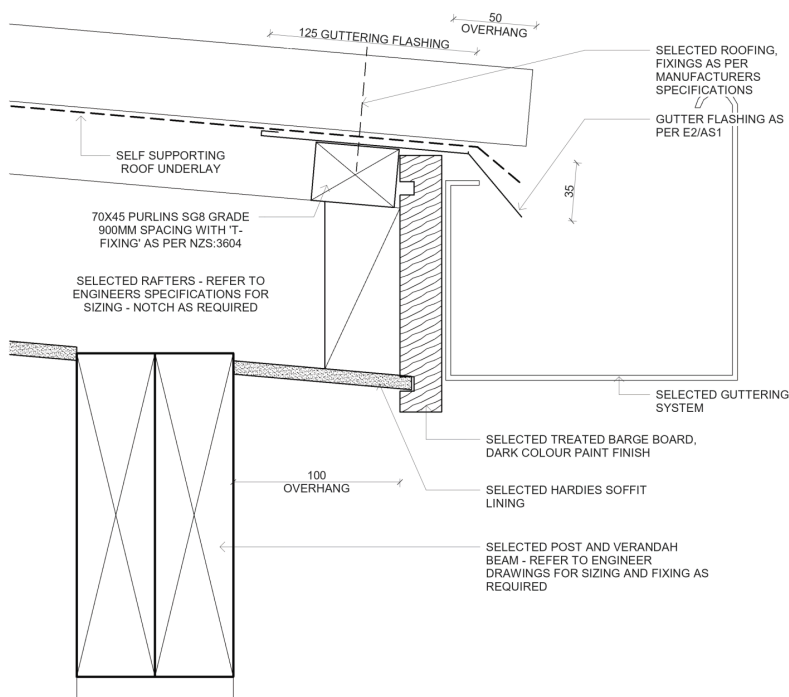
1 STRIA CLADDING FOUNDATION  
A4.001 1 : 2



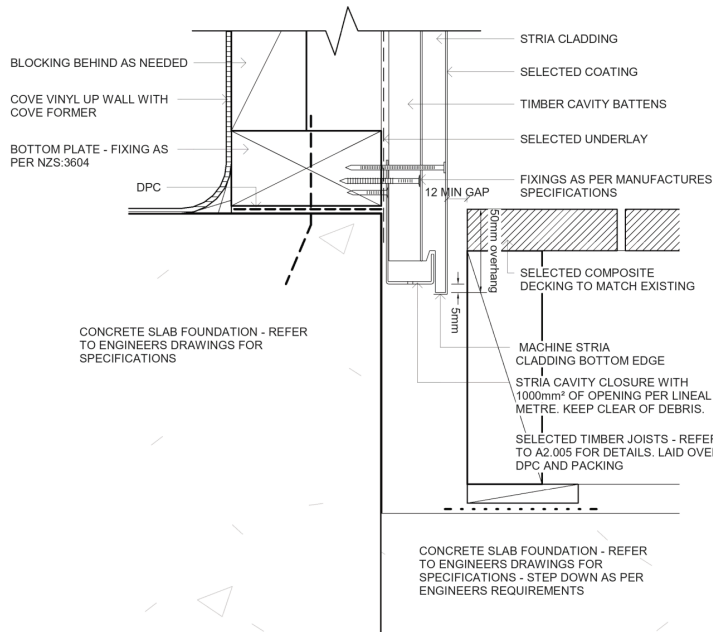
2 STRIA SOFFIT DETAIL  
A4.001 1 : 2



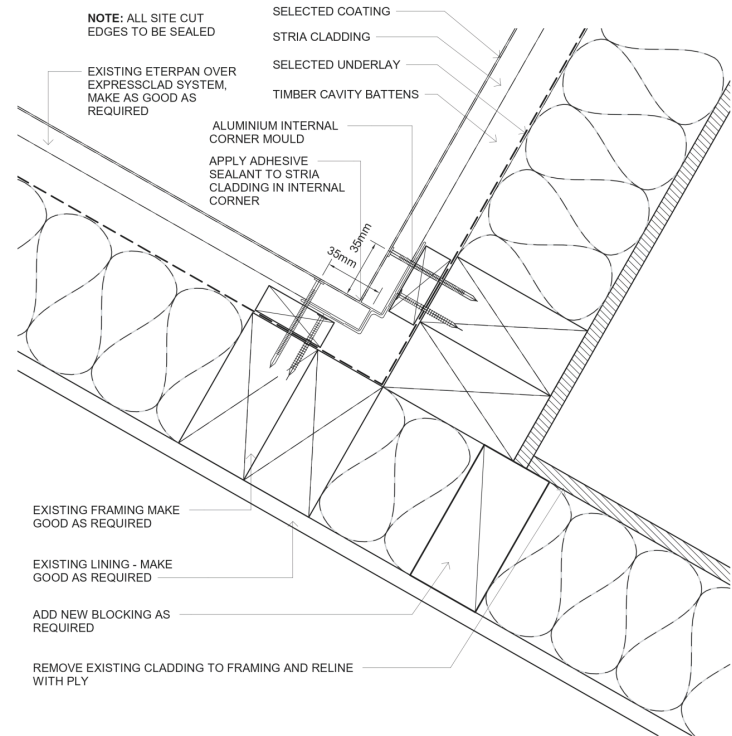
3 ROOF / WALL RIDGE  
A4.001 1 : 2



4 BREEZEWAY EAVE  
A4.001 1 : 2



5 BREEZEWAY SLAB TO DECK DETAIL  
A4.001 1 : 2



6 STRIA TO EXISTING INTERNAL CORNER  
A2.001 1 : 2

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CONSENT**  
NOT FOR CONSTRUCTION

REVISION	DATE	DESCRIPTION	BY
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2	20/12/2019	BUILDING CONSENT ISSUE	SJ

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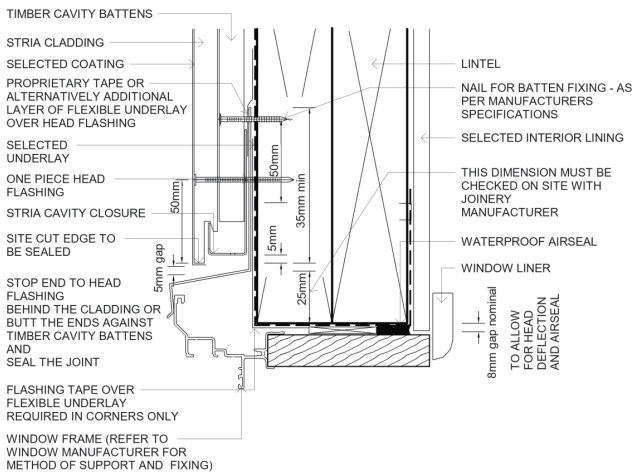
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CLIENT  
PUKEKO CENTRE

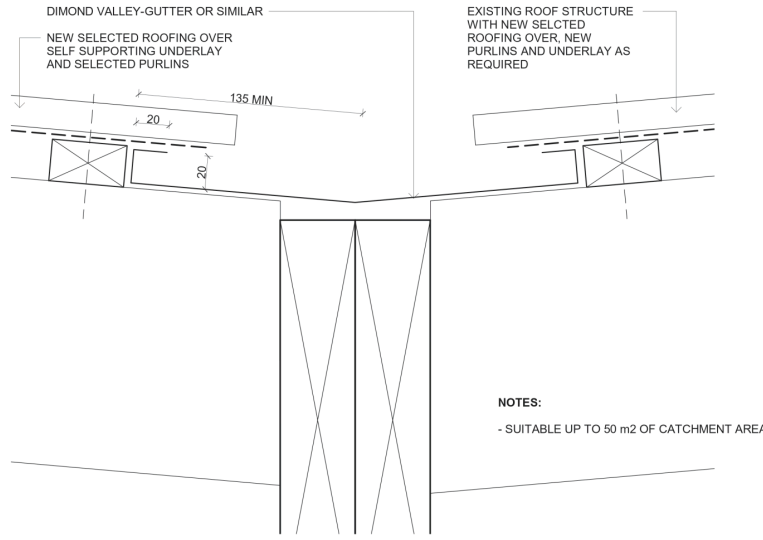
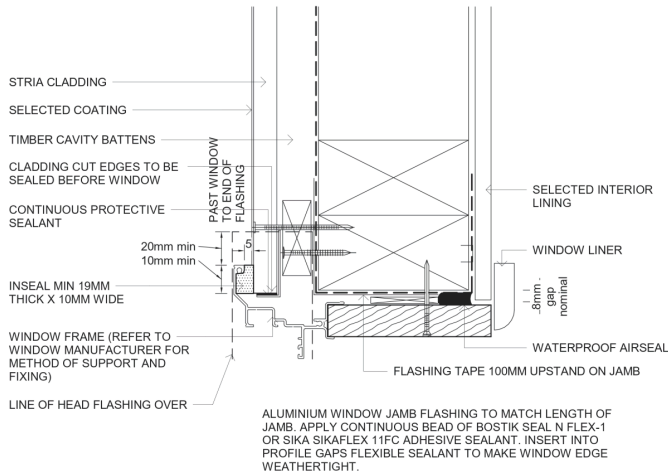
PROJECT  
PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST

DRAWING TITLE  
BREEZEWAY DETAILS SHEET 1

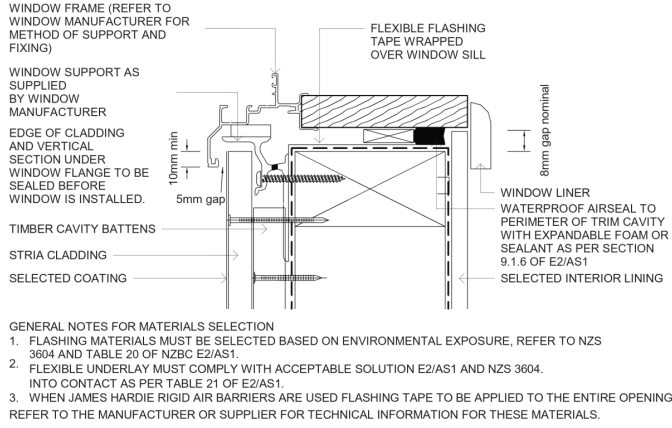
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JOB	DRAWING		REVISION
18054	A8.401		2



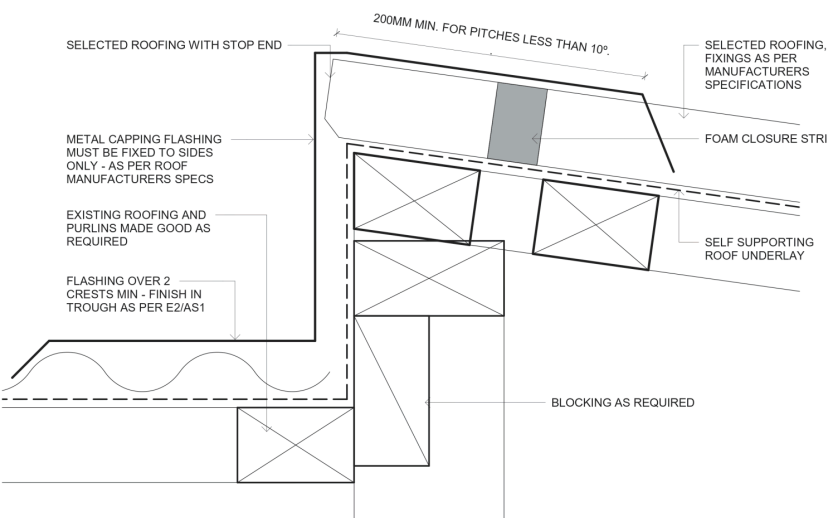
2 STRIA JAMB DETAIL  
1 : 2



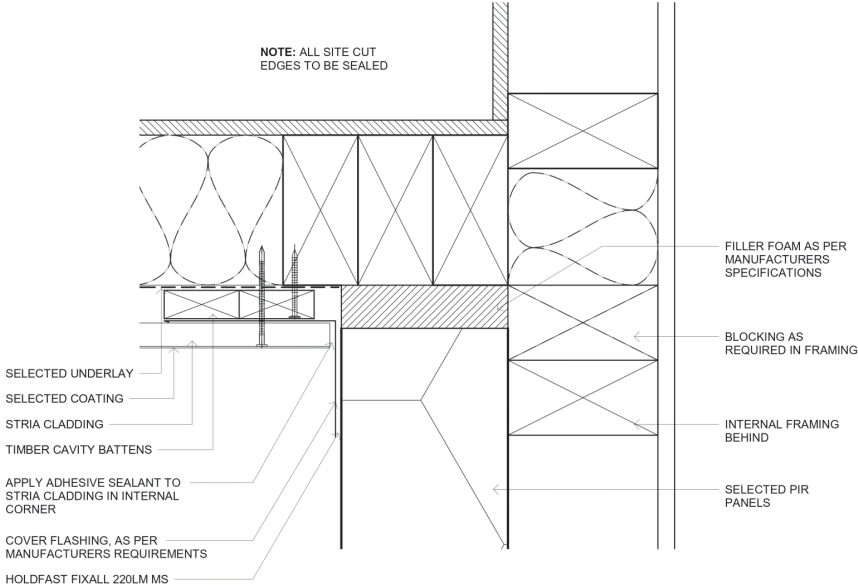
4 VALLEY GUTTER  
A4.001 1 : 2



1 STRIA HEAD AND SILL DETAIL  
A4.001 1 : 2



3 BREEZEWAY BARGE / RIDGE DETAIL  
A4.001 1 : 2



5 STRIA TO CLADDING PANEL INTERNAL JUNCTION  
A2.001 1 : 2

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<b>BUILDING CONSENT</b> NOT FOR CONSTRUCTION			

REVISION	DATE	DESCRIPTION	BY
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2	20/12/2019	BUILDING CONSENT ISSUE	SJ

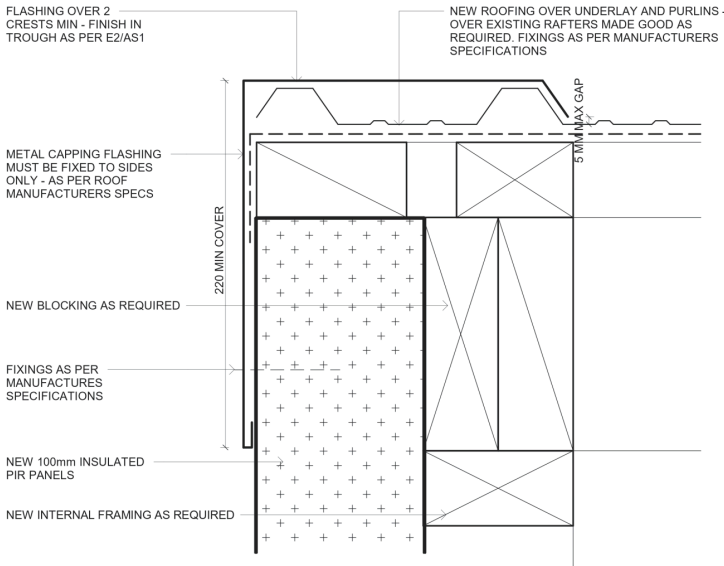
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NZBN 94 290 415 390 19

CLIENT  
**PUKEKO CENTRE**

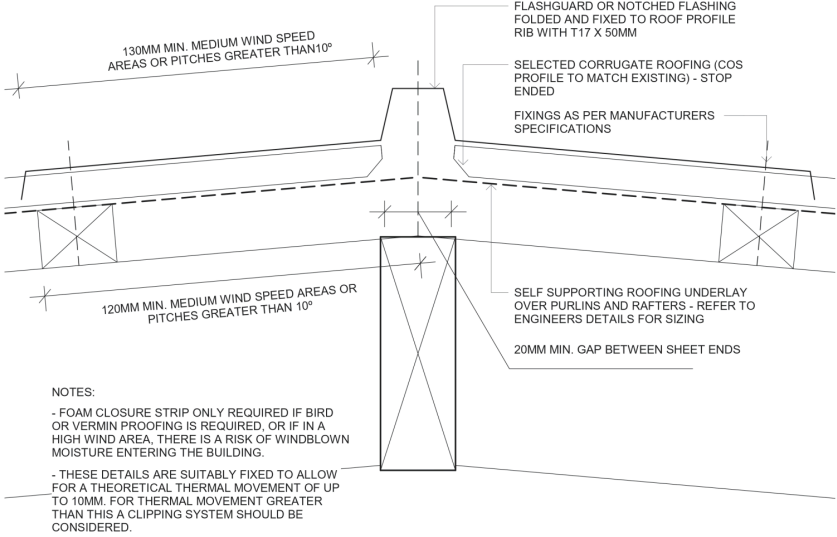
PROJECT  
**PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST**

DRAWING TITLE  
**BREEZEWAY DETAILS SHEET 2**

SCALE	DATE	DRAWN	CHECKED
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JOB	DRAWING	REVISION	
18054	A8.402	2	

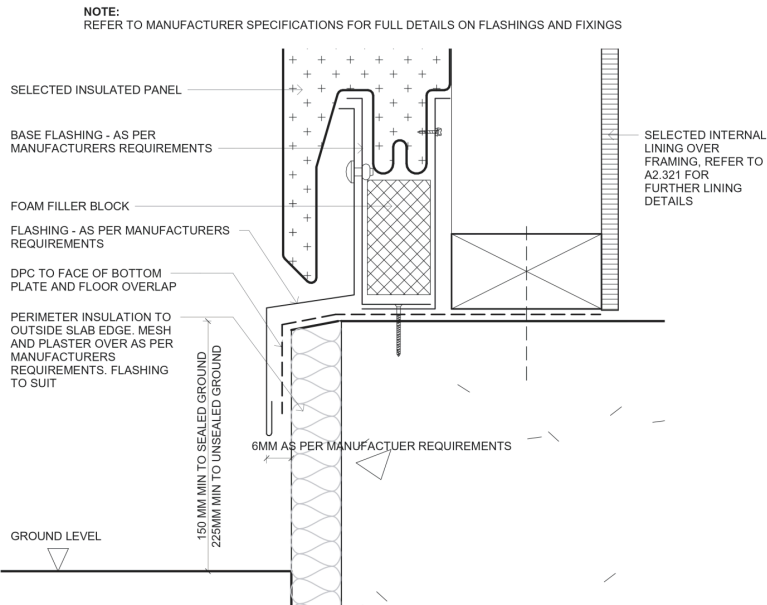


1 PANEL TO EXISTING ROOF BARGE  
A4.001 1 : 2

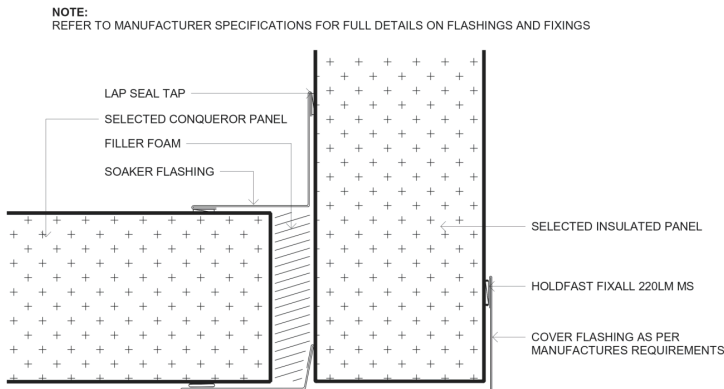


NOTES:  
- FOAM CLOSURE STRIP ONLY REQUIRED IF BIRD OR VERMIN PROOFING IS REQUIRED, OR IF IN A HIGH WIND AREA, THERE IS A RISK OF WINDBLOWN MOISTURE ENTERING THE BUILDING.  
- THESE DETAILS ARE SUITABLY FIXED TO ALLOW FOR A THEORETICAL THERMAL MOVEMENT OF UP TO 10MM. FOR THERMAL MOVEMENT GREATER THAN THIS A CLIPPING SYSTEM SHOULD BE CONSIDERED.

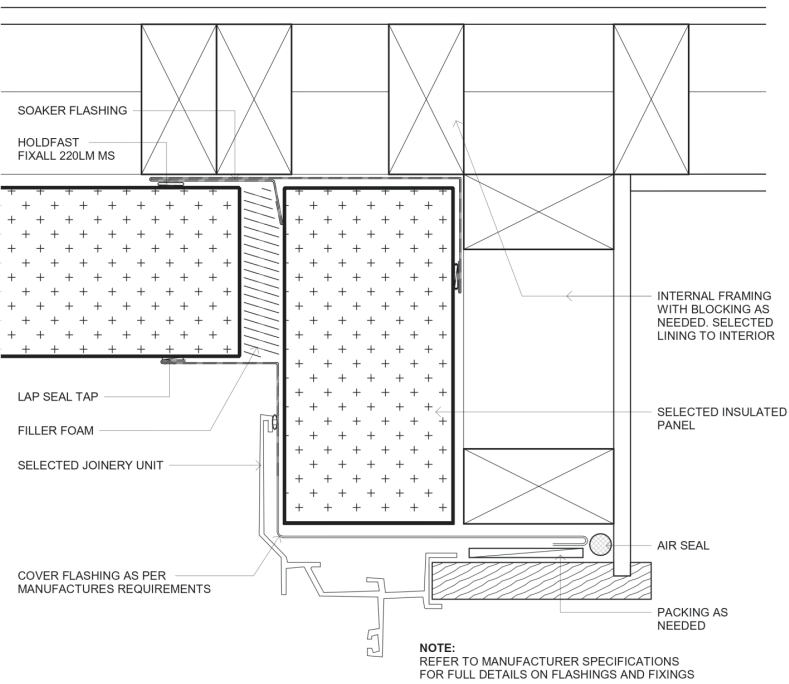
2 RIDGE DETAIL  
A4.001 1 : 2



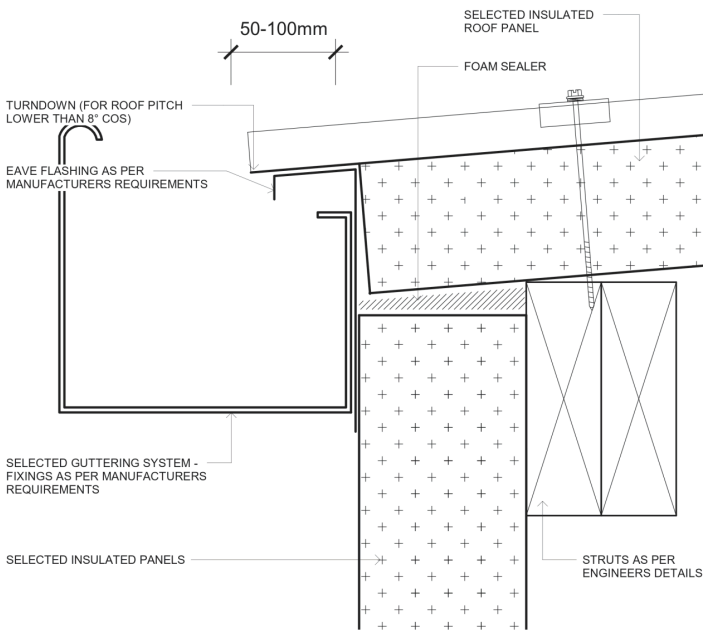
3 BASE DETAIL  
A4.001 1 : 2



4 EXTERNAL JOINT DETAIL  
A2.001 1 : 2



5 INTERNAL WALL JUNCTON  
A2.001 1 : 2



6 ROOF EAVE DETAIL  
A4.001 1 : 2

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2	20/12/2019	BUILDING CONSENT ISSUE	SJ

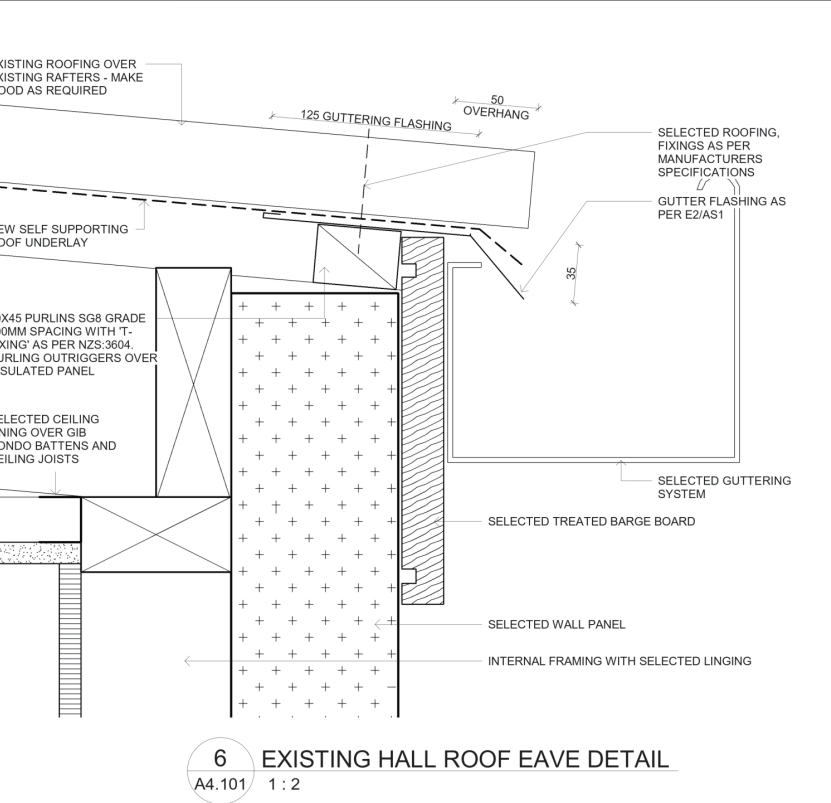
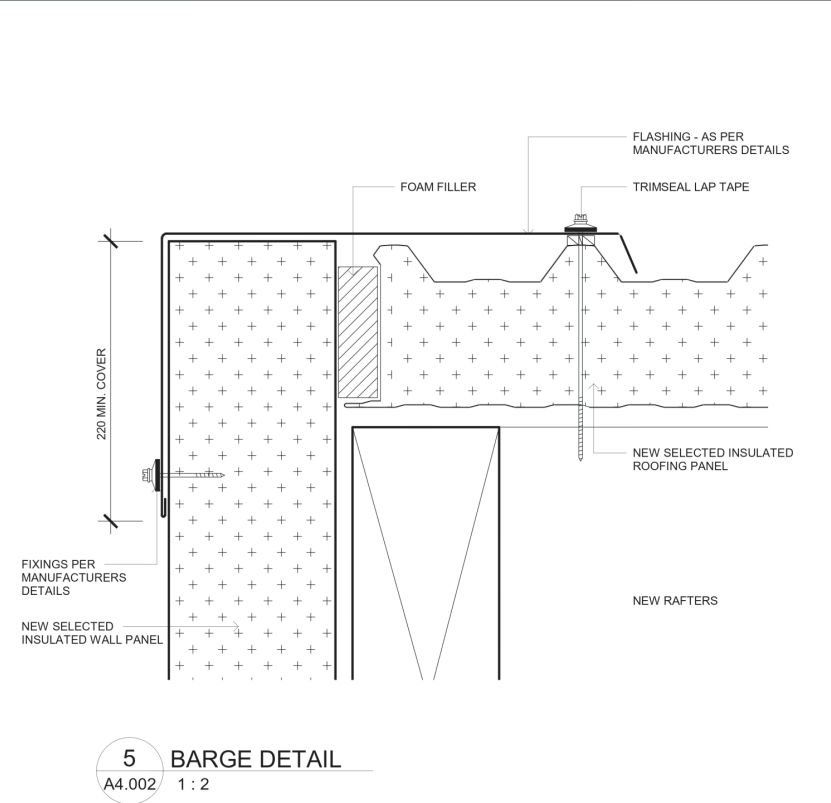
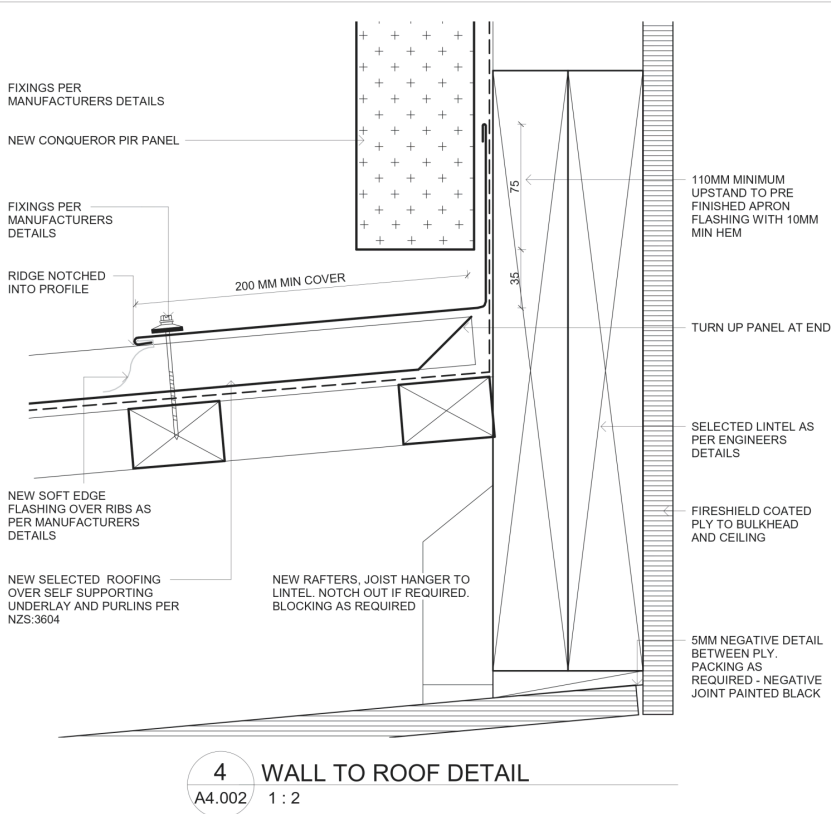
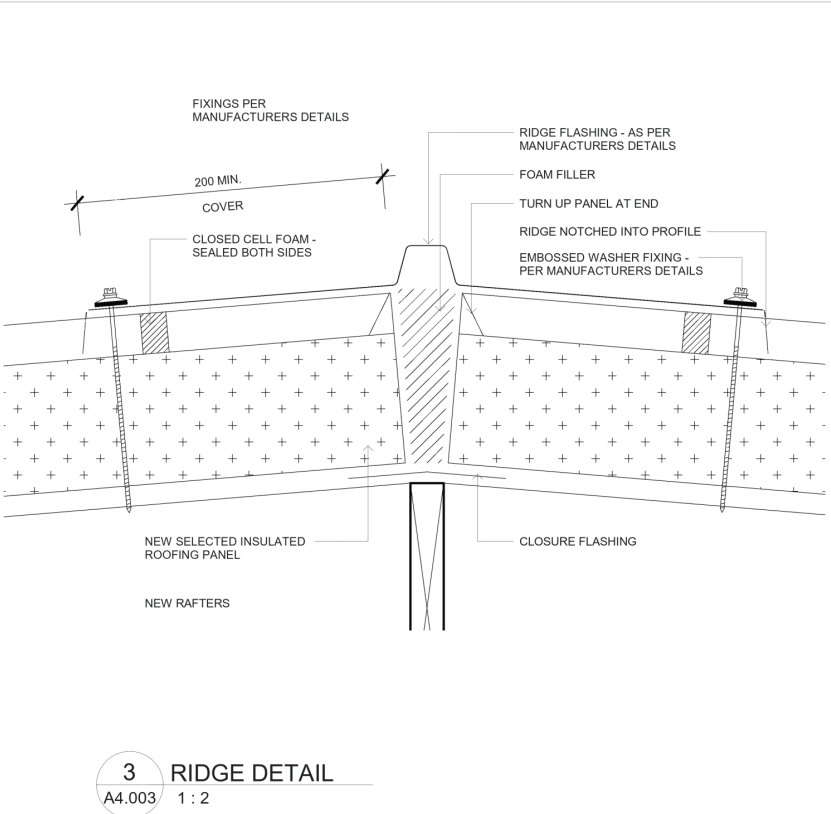
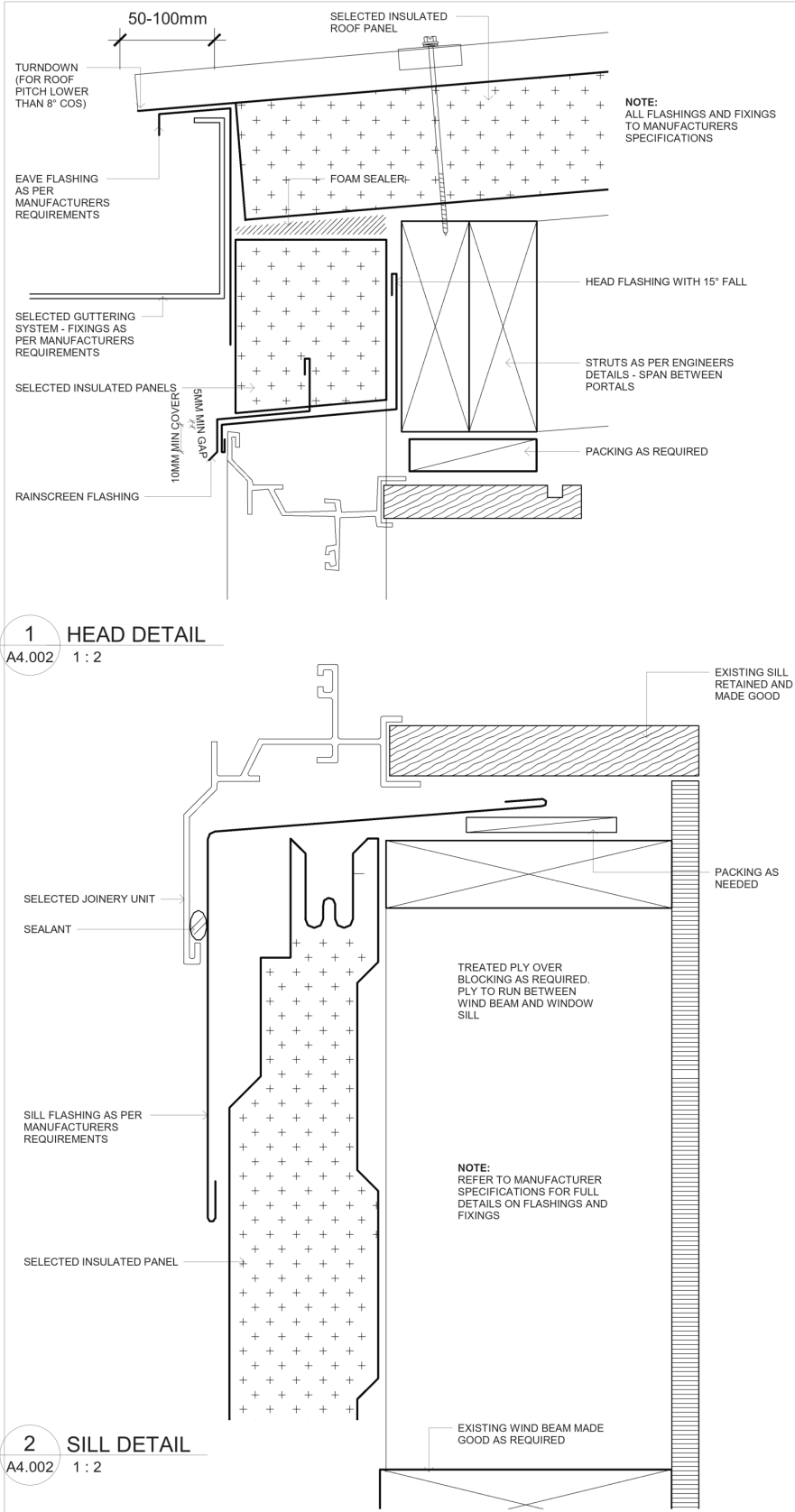
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CLIENT  
PUKEKO CENTRE

PROJECT  
PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST

DRAWING TITLE HALL DETAILS SHEET 1			
SCALE	DATE 08/03/2019	DRAWN MB	CHECKED SJ
JOB 18054	DRAWING A8.403		REVISION 2



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<b>BUILDING CONSENT</b> NOT FOR CONSTRUCTION			

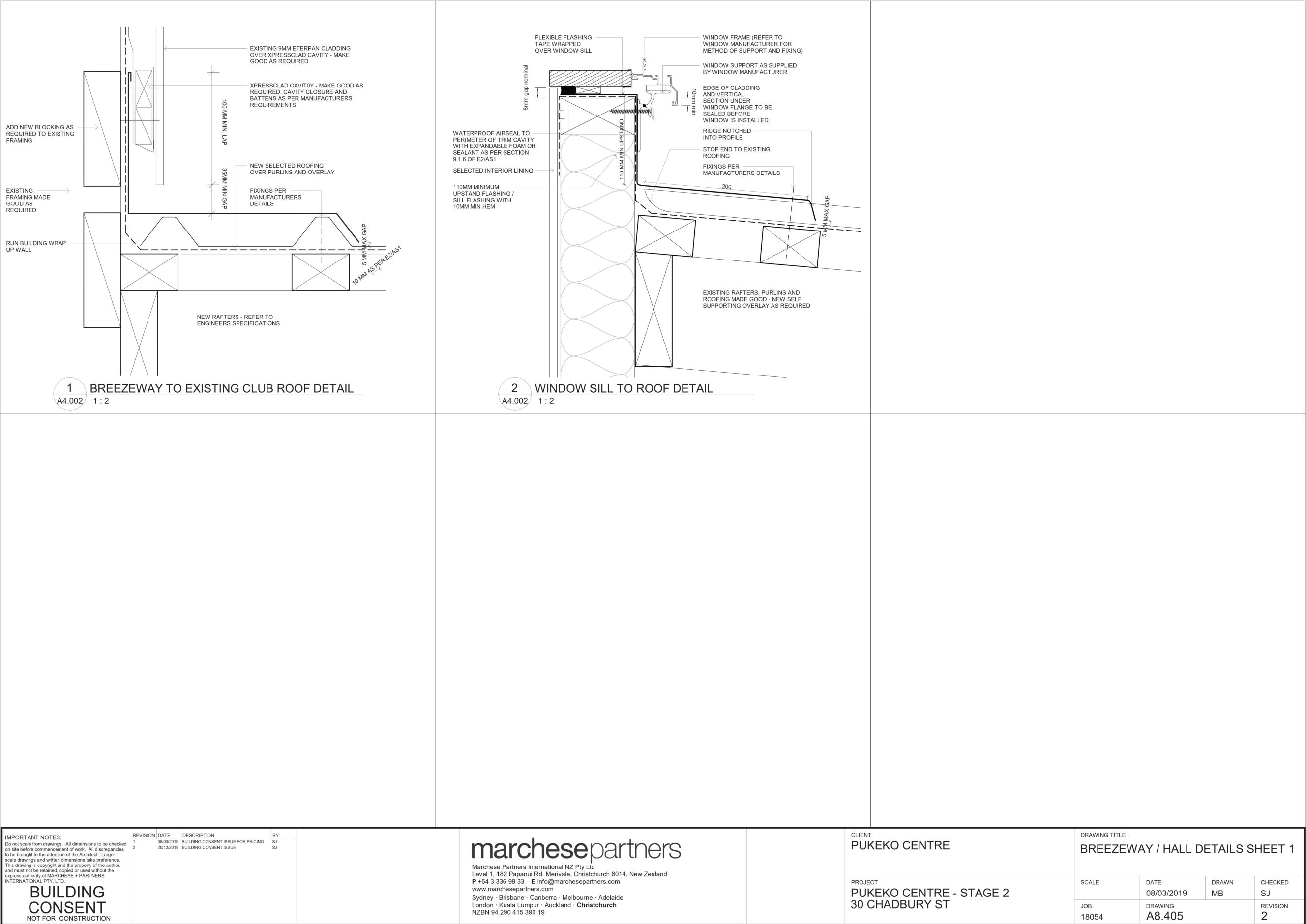
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CLIENT  
**PUKEKO CENTRE**  
  
PROJECT  
**PUKEKO CENTRE - STAGE 2  
30 CHADBURY ST**

DRAWING TITLE  
**HALL DETAILS SHEET 2**

SCALE	DATE	DRAWN	CHECKED
	08/03/2019	MB	SJ
JOB	DRAWING	REVISION	
18054	A8.404	2	



2019/20 CAPITAL ENDOWMENT FUND ROUND 2 – SUMMIT ROAD SOCIETY

Organisation	Project Details	Project Funding	Staff Recommendation
<b>Summit Road Society</b>	A landscape concept has been developed and the development of this design has been iterative and incorporates the results of an engineering survey and feedback from Regional Park staff, the Summit Road Protection Authority, Society members and Te Hapū o Ngāti Wheke. Please note that the design is an advanced concept and further discussion is required to develop the final design. Careful thought has been given to the design to ensure that it complements the natural environment, complements the Sign of the Bellbird, tells the story of the area, meets the needs of users and is resilient to vandalism. Development can be staged depending on funds, and in addition, the SRS volunteer work parties are available to assist with plantings and other suitable tasks.  Elements of the project include: <ul style="list-style-type: none"><li>• A low stone wall constructed at the edge of the historic Sign of the Bellbird carpark on the Summit Road.</li><li>• Stone steps leading down to the large grassed area in Ōhinetahi Reserve. These can also be used for seating.</li><li>• A lookout area to enhance views over the harbor</li><li>• Interpretation panels and directional signage for walks within the Ōhinetahi Reserve and to the Crater Rim Walkway</li><li>• Access ramp for wheelchairs and prams</li></ul> The timeframe for this project is flexible. However it is the hope of SRS that the project could be underway by March 2021 to mark the 100th birthday of John Jameson who founded the Society in 1948 and who had long advocated for this project to become a reality. John passed away in March 2018 and in his will bequeathed \$20,000 towards the project. The wide use of permanent materials in the construction will assist in keeping maintenance expenses low. The Society has a keen interest in maintaining the area.  <b>Outcomes</b> <ul style="list-style-type: none"><li>• To tidy the existing Council owned car park and enhance, through measured development, the Society owned area overlooking Lyttelton Harbour.</li><li>• To provide facilities for locals and visitors alike, including those stopping briefly to look at the view, picnickers and walkers. Disabled access has also been provided for.</li><li>• To increase knowledge of the history and biodiversity of the area, the Summit Road Society, the Summit Road Protection Act, the Summit Road Protection Authority and other key partners through interpretation panels.</li><li>• To provide a point of access to tracks in the vicinity.</li><li>• To complement Council plans for the Sign of the Bellbird.</li><li>• To enhance natural character and Harry Ell's Summit Road ethos.</li><li>• To discourage anti-social behaviour.</li><li>• To remember John Jameson founder of the SRS and his 50 years of advocacy for the Port Hills.</li></ul>	<b>Total Project Cost:</b> \$370,000  <b>Amount Requested from CEF:</b> \$185,000  <b>Contribution Sought Towards:</b> Purchase of materials, equipment, contractors, required consents - \$185,000  <b>Other Sources of Funding:</b> SRS and Harry Ell Summit Road Memorial Trust - \$50,000 SRS Fundraising – Pending Other Grants – Pending The Rod Donald Banks Peninsula Trust - Pending  <b>Ongoing Operational Expenses</b> Maintenance of the structure - TBC Other possible cost implications – TBC	<b>\$150,000</b>  That the Council <ol style="list-style-type: none"><li>1. Makes a grant of \$150,000 from the 2019/20 Round 2 Capital Endowment Fund to the Summit Road Society for the John Jameson Lookout.</li><li>2. Payment will be released in one instalment to the Summit Road Society subject to:  Evidence that fundraising has been confirmed to make the project viable, approved by the Community Funding Team Leader. If funding requirements are not met by 30 June 2021, the approved amount will be rescinded and returned to the Capital Endowment Fund.</li><li>3. Reporting is to be submitted 12 monthly and upon completion of the John Jameson Lookout project.</li></ol>
<b>Lead Unit: Community Governance and Support Unit</b>			
<b>Project Name: John Jameson Lookout</b>			
<b>Project Brief</b>			
Development of an area primarily within the Summit Road Society (SRS) owned Ohinetahi Reserve. The objective being to enhance the area, promote access to the reserve and remember the contribution of John Jameson, SRS founder.  Project elements include construction of a low stone wall, stone steps, interpretation panels and directional signage for walks.  Contribution is sought towards project costs (which include purchase and/or hire of materials, equipment, contractors, and required consents).			
Project Alignment		Staff Comments	
<b>Alignment with Council Strategies</b> <ul style="list-style-type: none"><li>• Heritage Strategy 2019-2019; Port Hills Recreation Strategy 2004</li><li>• Public Open Space Strategy 2010-2040</li></ul> <b>Alignment with LTP 2018-28</b> <p>6.8.2 – "Parks are provided, managed and maintained in a clean, tidy, safe, functional and equitable manner (Asset Condition)" Structures, fixtures and furniture; Public Convenience; Vehicle access and parking</p> <p>6.3.7 – "Provide community participation opportunities across the parks network": Opportunities provided for volunteer and community service participation on Parks</p> <b>Significance</b> <p>The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy. The level of significance was determined by the number of people affected and/or with an interest. Due to the assessment of low significance, no further community engagement and consultation is required.</p> <b>Category of Capital Endowment Fund</b> <ul style="list-style-type: none"><li>• Civic and Community Category</li></ul> <b>Alignment with Capital Endowment Fund</b> <p>This project meets the CEF criteria, and will not require ongoing Council investment. This is a one-off investment.</p> <b>Advantages/Benefits?</b> <p>This area has iconic views. Development will likely be enjoyed by many Christchurch residents and tourists alike wishing to visit and explore the area/tracks and improve the experience. Reconfiguring the carpark and encouraging visitors to the area will increase informal surveillance (CPTED). The proposed work will last for decades to come.</p> <b>Disadvantages</b> <p>There are limited disadvantages to CEF funding this project as it enhances the area for active and passive recreation.</p> <b>Risks</b> <p>Assessed as low due to the fact that the SRS is keen to proceed, has a definite timeline for completion, has access to some funds already towards the project, has options within each of the design elements to reduce costs and the project can be completed in stages.</p>		<b>Specialists Consulted</b> <p>Graham Densem - Landscape Architect (Long term Society Member), Nic Kaye – Landscape Architect, Davie Lovell-Smith – Engineering Consultancy</p> <b>Specialist Comments - Regional Parks Team:</b> <p>The Regional Parks Team are supportive of the Summit Road Society initiative to develop and landscape the Sign of the Bellbird carpark area which borders the Council reserve and the Summit Road Society land at Ōhinetahi. We have seen plans and are comfortable that they be progressed further. The Society has long supported the Council with managing and maintain reserves along the Port Hills. As a landowner the Society have also invested heavily in protecting and enhancing public access to the area. Recognition of this in a landscape design seems very appropriate in this area given the history of Kennedys Bush Reserve and Sign of the Bellbird as the first protected land on the Port Hills. It will be important to involve Council traffic engineers for the design of any structures close to the carpark.</p> <b>Officer Comments</b> <p>The site for this project has historical value. This project as described will provide elements that reflect this history as well as interpretation providing explicit information for those visiting. In addition to the sketch plan, the landscape architect has provided for consideration and discussion alternatives regarding placement of structures and materials which could be used. He also stated that 'while much could be done simply, at least some element needs to be impressive, in the old Harry Ell style of stonework, to maintain the connection between Harry and us, via John'. Improvements will ensure better accessibility to the various areas of the reserves and the walking tracks and the signage will encourage visitors to explore further. Improvements to the seating, furniture will provide a place to linger (natural surveillance) and carpark reconfiguration (to reduce drifting and other antisocial vehicle behaviour) will both contribute to improved safety in the area. Parks Unit has confirmed they will be doing maintenance to re-seal of the carpark surface. However they would not make plans to do any new landscaping or memorial as planned by SRS.</p> <p>In its letter, the Summit Road Protection Authority (which has a regulatory role) has stated that: 'while it is premature for the Authority to endorse the Society's proposal for the area...as Chair [I] can convey the members' concern that as an important access point to the scenic and natural amenities of the protected land, this significant lookout area is in need of such investment. The members can thus endorse and support in a generic sense proposal to improve the area, noting that they are not commenting on the specifics of the concept design' Due to the early status of the design process, design elements and detailed costing of the project are not available. To progress this project will take time, effort and co-ordination. Securing significant funding at this stage will provide SRS with the confidence to progress the project, knowing that some elements at least may be completed from the outset. It is therefore proposed that funding be released on completion of a detailed concept design with its associated costs. The recommendation is for half of the estimate for the full cost of the project. Some funds have been secured towards this project from a bequest from John Jameson's estate.</p>	

Summit Road Society

JOHN JAMESON MEMORIAL LOOKOUT PROJECT  
DESIGN STATEMENT

PROJECT AIMS

- To honour John Jameson, grandson of Harry Ell and founder of the Society, who died in 2018;
- To upgrade the existing run-down carpark;
- To improve interpretation and access to tracks in the area, notably The Crater Rim Walkway, Ella's Track and the Ohinetahi track;
- To improve the linkages from the car park to the Sign of the Bellbird, on the opposite side of the Summit Road;
- To strictly maintain and improve natural character and native vegetation of the vicinity;
- To discourage vandalism and vehicle show-offs by design and the improved state of the car park.

DESIGN INTENTIONS

- To be understated so as not to detract from the momentous view down Lyttelton harbour;
- To use Port Hills stone and relate to the style of existing Summit Road structures such as Sign of the Kiwi and Bellbird;
- To maintain high levels of natural character in materials, landform and vegetation;
- To increase parking provisions within slope and cost limitations;
- To use non-flammable construction materials, particularly stone and steel;
- To use robust vandal-proof designs and fittings;
- To establish edge walls of rough-surfaced stone, low enough to maintain the view from parked vehicles;
- To locate walls within existing gradients so they don't require expensive footings or retaining structures;
- To protect the constructed walls from vehicle damage by placing landscape stones large enough to be visible from manoeuvring vehicles;
- To provide for pedestrian access to the surrounds around the ends of the walls, as at present;
- To establish a pedestrian terrace with seating below the car park, accessible by stone steps in the centre and at grade for disabled access at the end;
- To reform and resurface the carpark in chip seal, of roughness to discourage burn-outs;
- To create a divided entrance that interrupts burnout activity but allows for crossing by Crater Rim Walkway users and for bus access when needed;
- To establish a drainage pattern of granite setts within the car park, which conducts runoff to shrub areas below the car park and which interrupts burn-out activities;

DESIGN INTENTIONS

- To establish such other judder bars as may be necessary to discourage burnouts;
- To establish stone plinths 2 metres in height at each corner of the rear of the car park, with memorial inscriptions and signage where it will not detract from the Harbour views;
- To improve the sense of connection between the car park and Sign of the Bellbird by a 'trail' of tall timber markers leading the eye between the two;
- To avoid flammable vegetation and plant only fire-retardant plants;
- To rejuvenate thick shrub vegetation on the steep slopes below the car park, in a manner that precludes short cutting down the slope;
- To increase the areas of small native trees such as already exist between the car park and Summit Road, but some lost in the Port Hills fires, particularly to slow down easterly and southerly winds across the site;
- To establish sufficient vegetation to visually counteract constructed parts of the site;
- To provide for a range of users, from those wishing to enjoy the view from their car, to those undertaking active recreation;
- To provide for disabled access within limitations of the steep terrain;
- To maintain mower access to lawn areas below the lookout;
- If necessary, to provide for staged construction according to available funds;
- Finally, to achieve all this:
  - without interrupting the momentous view from the site;
  - while maintaining the natural character of the site and Summit Road; and
  - with structures in character with existing Summit Road structures, e.g. Sign of Kiwi and Bellbird.

0.0 DRAWING INDEX

- 1.0 EXISTING SITE PLAN
- 2.0 LANDSCAPE CONCEPT PLAN
- 3.0 DETAILS
- 4.0 3D ARTIST IMPRESSION
- 4.1 3D ARTIST IMPRESSION
- 5.0 SCHEDULE OF QUANTITIES

REV  
B SIGN OF THE BELLBIRD  
LANDSCAPE CONCEPT - 85%

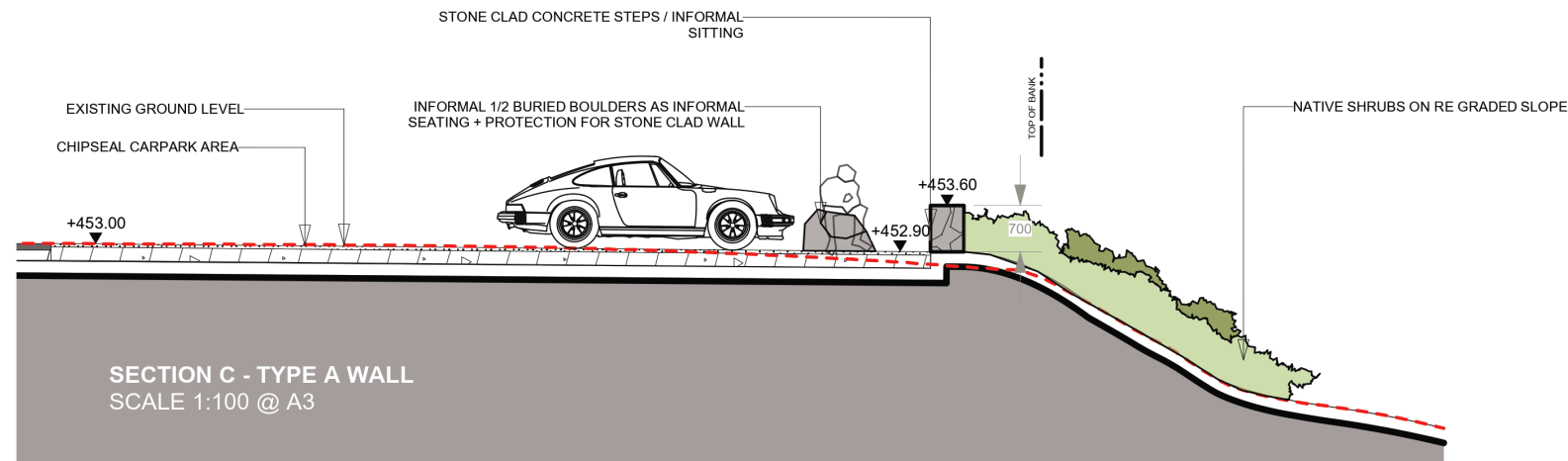
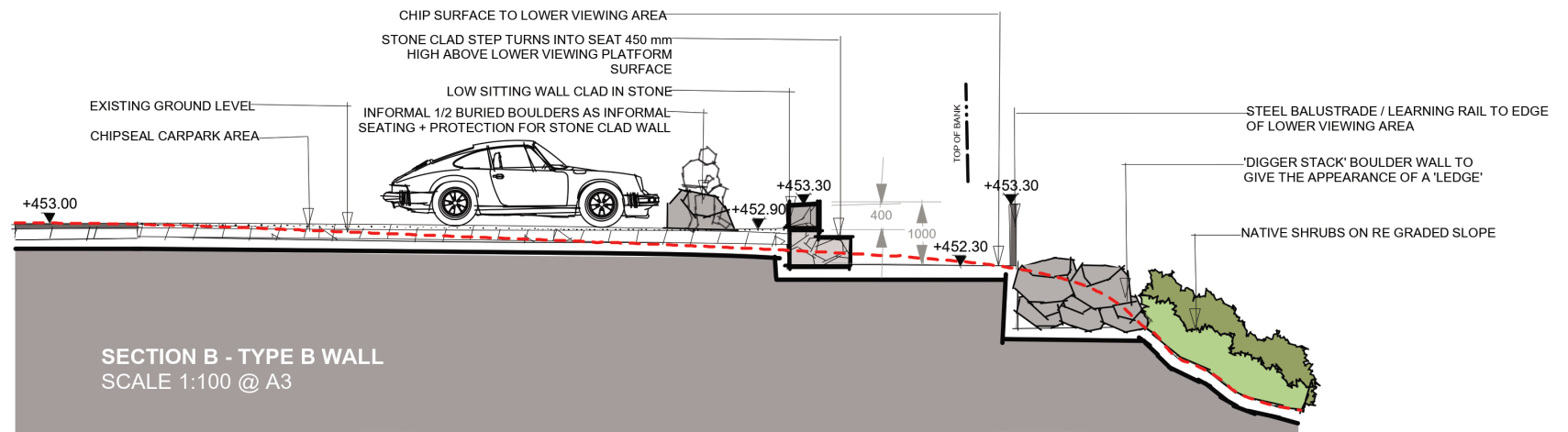
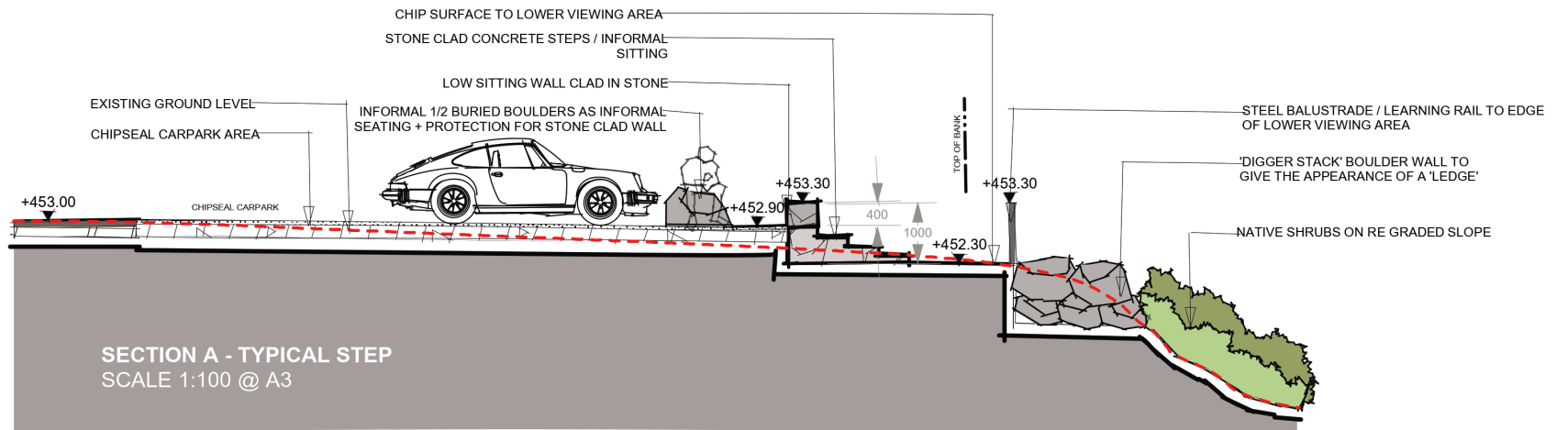
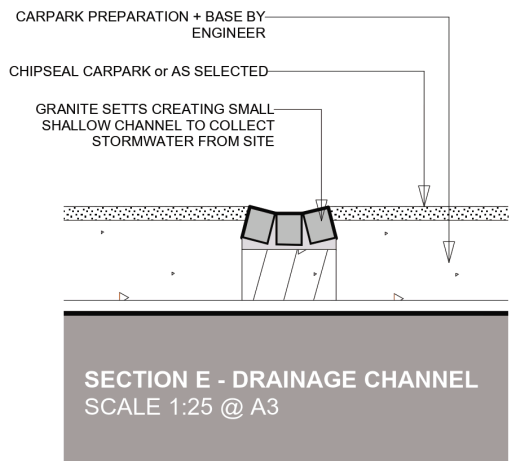
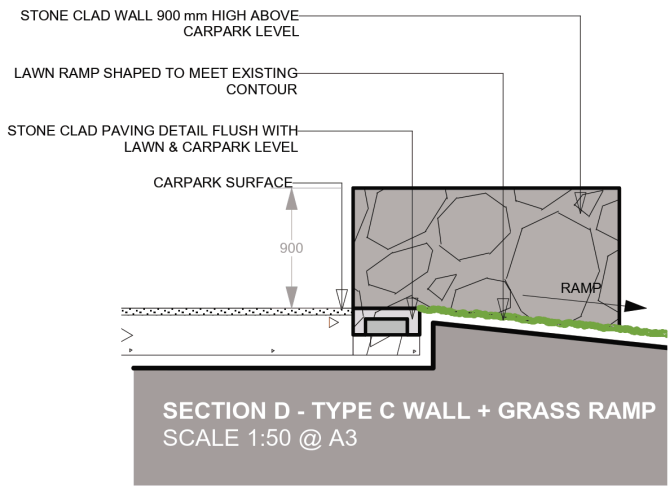
Drawn NKay | 23 December 2019 | For Review

NOT FOR CONSTRUCTION









NOTE :

1. THE DETAILS ARE FOR DESIGN INTENTION ONLY
2. THESE DETAILS SHOULD BE READ IN CONJUNCTION WITH 3D IMAGES 4.0
3. 85% DESIGN ONLY - FURTHER DESIGN DEVELOPMENT REQUIRED

**SIGN OF THE BELLBIRD**  
*DETAILS 3.0*

Scale: as shown | Drawn NKay | 85% Design | 23 December 2019 | REV B



**SIGN OF THE BELLBIRD**  
3D IMAGES 4.0

Scale: not to scale | Drawn NKay | 85% Design | 23 December 2019 | REV B



**SIGN OF THE BELLBIRD**  
3D IMAGES 4.1

Scale: not to scale | Drawn NKay | 85% Design | 23 December 2019 | REV B



JOHN JAMESON LOOKOUT: SCHEDULE OF QUANTITIES					
ITEM			QUANTITY	RATE	TOTAL
1.0 SITE SURVEY					
1.1	Levels survey for construction design		1	3,500.00	3,500.00
					<b>3,500.00</b>
2.0 CONSTRUCTION DESIGN					
2.1	Design Drawings		1	7,500.00	7,500.00
2.2	Obtain permits		1	3,500.00	3,500.00
2.3	Prepare & Let Contract		1	1,200.00	1,200.00
					<b>12,200.00</b>
3.0 SITE PREPARATION					
3.1	Establish safety cordon on site		1	1,000.00	1,000.00
3.2	5 – 10 tonne digger on site		item	500	5,000.00
3.3	Lift existing paving, stockpile reusable fill & remove remainder from site		item		6,500.00
					<b>12,500</b>
4.0 SET OUT					
4.1	Set out and locate all construction items		item		3,700.00
					<b>3,700.00</b>
5.0 STONE WALLS, BERMS & STEPS					
5.1	'Type A' walls (700mm, stone): Prepare foundation, supply & place stone, finish	13.5 m	350 STONE 600 BLOCK		10,000.00 8,100.00
5.2	'Type B' walls (400mm, stone): Prepare foundations, construct concr. base, supply & construct stone facing.	11 m	350 STONE 600 BLOCK		5,250.00 6,600.00
5.3	Supply & place riprap stone embankment	25 m @ 900 high		2,500.00	62,500.00
5.4	Supply stone & construct stone-faced steps & seating ledge	34 m (500 mm tread )		<b>350</b>	7,000.00
5.5	'Type C' walls (900mm, stone): Prepare foundations, construct concr. base, supply & construct stone facing.	3 @ 3 m	350 STONE 600 BLOCK		10,000.00 10,000.00
					<b>119,450</b>
6.0 BALUSTRADES					
6.1	'Type C' balustrade (steel, pipe): Prepare footings, supply and place steel posts & railing	25 m		1,167.60	24,325.00
					<b>24,325.00</b>

7.0 CAR PARK FORMATION					
7.1	Boxing & final levels	415 m2		15	6,225
7.2	Supply and form up basecourse	415 m2		19.44	8,067.60
7.3	Lay footings for drainage channels & place granite sets	41 m		150	8,200
7.4	Lay chip seal	415 m2		18	7,470.90
7.5	Supply, place & finish crusher dust surface on terrace	60 m2		13.50	810.00
7.6	Asphalt vehicle crossing	100 m2		42.95	4,295.00
					<b>35,067.90</b>
8.0 LANDSCAPE FEATURE ROCKS					
8.1	Supply 1m diameter granite rocks	16		500.00	8,000.00
8.2	Transport & place rocks	16		500.00	8,000.00
					<b>16,000.00</b>
9.0 MEMORIAL PLINTHS & SIGNAGE					
9.1	Stone memorial plinths, 1m <sup>2</sup> x 2m high	2		12,345.00	24,690.00
9.2	Specialist engraved wording on plinths	2		3,690.00	7,380.00
9.3	Metal signage for walls	3		800.00	2,400.00
					<b>34,470.00</b>
10.0 BELLBIRD FEATURE POLES					
10.1	Supply & transport wharf timbers	10		425.00	4,250.00
10.2	Prepare footings, cut poles & install	12		660.00	7,920.00
10.3	Specialist routing of motifs on poles	12		120.00	1,440.00
					<b>13,610.00</b>
11.0 LANDSCAPING					
11.1	Re-level, topsoil, shape & hydroseed disturbed grass areas	600 m2		8.75	5,250.00
11.2	Remove weeds from landscape areas, add topsoil & cultivate	350 m2		12.00	4,200.00
11.3	Supply & plant native shrubs	320		12.50	4,000.00
11.4	Supply, plant & stake native trees for roadside ridge	28		25.00	700.00
11.4	Maintenance, 12 months	item		---	1,600.00
					<b>15,750.00</b>
12.0 MISCELANEOUS					
12.1	General Contingency	1		80,000.00	80,000.00
<b>TOTAL ESTIMATED COST</b>					<b>370,572.90</b>
HIGH RISK ITEMS OF WALLS, CUSTOM INSTALLMENTS ie PLAQUES / BALLUSTRADE + ENGINEERING					

## 17. Community Resilience Partnership Fund

Reference: 20/102638

Sam Callander - Funding Team Leader

Presenter(s): Josh Wharton – Community, Partnerships & Planning Advisor

Jacqui Miller – Community Recreation Advisor (Coastal-Burwood)

### Purpose of Report

- 1.1 The purpose of this report is to recommend to the Sustainability and Community Resilience Committee the allocation of grants from the Community Resilience Partnership Fund.

### 2. Staff Recommendations

That the Sustainability and Community Resilience Committee:

1. Makes a grant of \$7,000 to Brackenridge Services Ltd from the Community Resilience Partnership Fund towards the Brackenridge Activity Programme.
2. Makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year One of the Te Pānga Pōkare initiative.

Subject to the return of a satisfactory monitoring report, the Sustainability and Community Resilience Committee makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year Two of the Te Pānga Pōkare initiative.

### 3. Key Points

#### Issue or Opportunity

- 3.1 The contract with the Ministry of Health identified that the Community Resilience Fund will support projects that strengthen communities by increasing community participation, connectedness and resilience.

#### Strategic Alignment

- 3.2 The recommendation is aligned to the Strategic Framework and in particular the strategic priority of enabling active citizenship and connected communities. It will provide a strong sense of community.

#### Objectives of the Community Resilience Fund

- 3.3 The objectives of the Fund are to invest in initiatives which contribute to Community Resilience through:

- **Community Connection and Activation**

- Strengthen connections between neighbours, families, whānau and communities of shared interest and identity, as well as geographically.
- Create and activate places within local communities that increase access to opportunities for physical activity and social connection.

- **Community-led Response**

- Support local community-led initiatives.

- Recognise and utilise the resources, skills, knowledge and infrastructure of local communities.
- Build on existing community strengths and reflect the local context.
- **Capacity Building**
  - Strengthen the capacity and capability of communities to identify and deliver effective services and activities that will increase community resilience and wellbeing.
  - Identify and cultivate local leadership.
- **Collaboration**
  - Create collaborative ways of working that will endure beyond the completion of a specific project.
  - Engage a broad range of stakeholders to identify common interests and benefits that might be achieved by working together and engender long-term commitment to being part of the solution.
- **Innovation and Enterprise**
  - Encourage innovation and creativity.
  - Encourage and enable social enterprise.
- **Removing Barriers to Participation and Resilience**
  - Remove earthquake related barriers to participation and resilience.
  - Support initiatives that enhance peoples' ability to access to appropriate services.
  - Increase participation in, and awareness of, community, recreation, sports, arts, heritage and environment groups, programmes and local events.

3.4 The Council formally adopted the Objectives as the funding Criteria in October 2017.

### **Funding Process**

3.5 The contract identified that the fund will primarily use a direct selection approach. This method was selected because:

- This approach minimises the transaction and compliance costs for groups and Council.
- Funding can be targeted based on the objectives of the fund.
- Funding arrangements can be flexible and innovative activities developed as funding is not restricted by an application or contract.

### **Assessment of Significance and Engagement**

3.6 The decision in this report is of low significance in relation to the Christchurch City Council's Significance and Engagement Policy.

3.7 The level of significance was determined by the number of people affected and/or with an interest.

3.8 Due to the assessment of low significance, no further community engagement and consultation is required.

### **Discussion**

3.9 There are two (2) initiatives recommended for consideration from the Community Resilience Partnership Fund.

- 3.10 The applications have been reviewed and approved by the Psychosocial Governance Group.
- 3.11 The Council has allocated funding to 50 initiatives since October 2017. The total allocation to date is \$2,984,592 Year 1 and \$2,271,400 Year 2.
- 3.12 At the time of writing, the balance of the Community Resilience Partnership Fund is \$744,008. If the recommendations in this report are adopted the balance will be \$675,008.
- 3.13 Recommendations for the Community Resilience Partnership Fund are outlined in **Attachment A**. A summary matrix is detailed in **Attachment B**. The Community Resilience Partnership Fund funding history is listed in **Attachment C**.

## Attachments

No.	Title	Page
A <a href="#">↓</a>	Funding Proposals February 2020	186
B <a href="#">↓</a>	Summary Matrix February 2020	192
C <a href="#">↓</a>	Financial Tracking February 2020	193

## 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 Sam Callander - Team Leader Community Funding
<b>Approved By</b>	John Filsell - Head of Community Support, Governance and Partnerships Mary Richardson - General Manager Citizens & Community

## Brackenridge Services Ltd - Activity Programme

### Background

Brackenridge was established in 1999 following the closure of the Templeton Hospital with the hope that those in the intellectually disabled community whose services were discontinued would be able to receive support. Currently that service caters for individuals in 43 homes across Christchurch and Rolleston. Support for these homes comes through respite services, vocational services, and holiday programme support.

The Brackenridge Activity Programme specifically has operated for two years now, with the aim of assisting young people with intellectual disabilities to think about what is important to them, and what they want to achieve in the future.

### Community Resilience Initiative

The initiative proposed to be funded through the Community Resilience Partnership Fund is the Brackenridge Activity Programme. Founded in 2017, this programme aims to assist young people with intellectual disabilities to think about what is important to them, as well as what they want to achieve; now and in the future. 30 young people (aged 15-30) are currently being supported through this programme.

Each participant in the programme will be engaged with, one-to-one in their own Brackenridge-managed home, and together with the activity staff will identify some goals or areas that are important to them. Following those meetings, the activity staff will endeavor to connect the participants with organizations, and get them involved in activities that help their ideas become reality.

The actual activity of this programme is difficult to define, as it is individual to each participant's goals and plans. However, previous participants have become engaged in basic employment, they have supported local community groups, and have begun to engage in social activities such as dance and craft clubs.

### Financial Position

The cost to run this programme is budgeted at \$327,917.00 annually. While some of the costs contribute to activity related expenses and programme fees, the largest cost is the coordinator and activity staff (just over \$300,000). The majority of the funding for this programme is resourced through the Ministry of Health, however Rata Foundation has also contributed \$20,000 for the last 2 years. Even with these contributions, the programme is currently budgeted to run at a \$67,872 deficit.

Including this particular programme budget, the 2018 financial report for all Brackenridge operations shows a \$117,000 annual surplus; primarily due to large Ministry of Health revenue. Brackenridge is in a healthy financial position and not in any financial risk taking on this initiative.

Brackenridge receives contributory funding for core services from MoH, MSD, Oranga Tamariki, and ACC. Services such as the activity programme are supported through a combination of those contributory funds, and donations.

## Assessment

The Brackenridge Activity Programme is closely aligned to the Enabling Good Lives (EGL) approach, which looks to empower people to become more self-determining in their own lives. This principle-based approach is incredibly important in instilling ownership and self-accountability in our disabled communities.

Relationships with support organizations and potential employers is essential to the success of the programme, as there is an incredible emphasis on both sides of the agreement finding benefit through the activity, and that any problems can be resolved efficiently, this is the role that the Activity Coordinator critically covers.

While 30 annual participants is a small comparatively small reach given the investment, the service provided by these disabled individuals will compound year-upon-year, especially if they are able to transition away from heavy reliance on Brackenridge services over time. Integration into a programme such as this while the participants are still young is important, so that skills and understanding can be developed that will serve them to be a contributing member of society for years to come.

Criteria		Comment
Community Connection and Activation	✓	This programme aims for participants to get involved in the community, chasing their goals, and contributing to larger causes. Often those with intellectual disabilities fall into routines of inactivity. This programme aims to counter that.
Community-led Response	✓	This programme may utilize community organisations and local businesses to support the dream of a participant.
Capacity Building	✓	The capacity of these individuals will be increased by taking part. By increasing their skills in a specific area, these young people will be able to participate in broader community more easily and have a greater sense of wellbeing.
Collaboration	✓	This programme will become involved with other organisations if it is relevant to the needs of the disabled individual. Tailored development plans may be created with these agencies if it is seen to be mutually beneficial.
Innovation & Enterprise	✓	This will encourage creativity in the minds of those taking part, thinking about their dreams and how to begin working to achieve them.
Removing Barriers to Participation And Resilience	✓	Many individuals with disabilities feel excluded from their community due to an inability to process information as quickly as others, or understand social norms. This programme will empower those individuals to achieve within their ability, and to grow that ability over time.
Psychosocial Governance Group Priorities	✓	The programme aligns with the following Psychosocial Governance Group Priority: <ul style="list-style-type: none"> <li>People living with a health condition or disability.</li> </ul>

## Recommendation

That the Sustainability and Community Resilience Committee:

- 1) Makes a grant of \$7,000 to Brackenridge Services Ltd from the Community Resilience Partnership Fund towards the Brackenridge Activity Programme.

## Bros for Change - Te Pānga Pōkare initiative

### Background

Developed by former NZ Maori and NZ Rugby League player Jay Pukepuke, the purpose of Bros for Change is to give young men who have been labelled a second chance to create real change through real talk and experiences with real people. Bros for Change provide support to rangatahi from 7 to 16 years old to create self-esteem, self-awareness, self-respect, self-management and role models for the next generation. Bros for Change uses a strong sense of culture and identity to form the basis of its programmes by using protocols of Te Ao Māori.

Bros for Change was set up in 2015 as a limited liability company with support from He Waka Tapu. In 2017 they took Charitable Trust status of Agape Street Ministries with some amendments to the constitution and retention of several of the Agape Street Ministries Board members. They are based in Shortland Street and deliver programmes across the city.

Bros for Change have a level 2 Ministry of Social Development Accreditation for specialist standards for Outdoor Pursuits and Camp Programmes for Children and Young People.

Bros for Change offer mentoring support to boys in need. Referrals come from a range of institutions and organisations including Ministry of Education, Oranga Tamariki and other social services agencies (He Waka Tapu, Right Service Right Time, Barnardos), also through sports organisations such as Canterbury Maori Rugby League. They also offer holiday activities for boys which cater to the needs and interests of the nga tama. Other programmes include, after school activities and kapahaka tutoring in schools.

Their Timatanga Hou (New Beginnings) programme is a six week programme that aims to empower nga tama (boys) at risk of dropping out of school or underachieving to develop a strong sense of achievement, cultural identity and positive group belonging. Activities include mau rākau, physical training sessions, cooking, camps and wananga along with whanau inclusive activities.

An impact report on the Bros for Change Timatanga Hou programme conducted in 2018 by Ihi Research and funded by Rata Foundation identified ways to strengthen the existing programme and also strongly recommended the current programme be extended. A key concern of participants who were interviewed was that the programme was not long enough and further extension was needed to maximize the positive health and wellbeing impacts for nga tama involved. Whanau members also wanted a similar programme for parents and whanau members.

At the time of the report, 95 boys were participating in the programme and 85 had graduated, 91 were Maori and 4 were non-Maori.

### Community Resilience Initiative

The new initiative, Te Pānga Pōkare (translated as the "Ripple Effect") is an

extension of the Timatanga Hou programme. Te Pānga Pōkare will operate four programmes a year (one per school term) to work extensively with 10 boys and their families. The aim is to get alongside the young people and their whanau, peers and kuru to help them align with where they are in their journey so everyone is in a common place to support the young person to achieve their goals.

Schools they are or will be, working with for the coming year include Kaikoura High School, Linwood College, Opawa Primary and St Thomas of Canterbury College.

Funding is sought towards the wages of the youth workers who will lead the programme.

The programme includes mentoring, physical training, outdoor adventures, and education on health and nutrition. These are delivered with the core values of; Reality based learning; Whanau inclusion; Positive role models; Physical training; A safe and secure environment

Referrals for the programme typically come through schools or Education Services and demand has been high. There are normally over 20 applications for 10 places available. Nga tama are accepted on a 'first in, first served' basis, provided they and their whanau have met with the mentors and understand the content and respective roles in the programme. Participants and their whanau are asked to commit to participating in all activities.

The programme targets boys whose behaviours can be described as complex, challenging and often defiant. Many are disengaged or at risk of failing or dropping out of school. Home situations are often described as disrupted, with a common feature being the lack of positive male role models in their lives.

### **Financial Position**

Bros for Change were funded to run a pilot in 2017 through the whanau enterprise commission of Te Pūtahitanga o Te Waipounamu (the South Island Whanau Ora commissioning agency). They have continued to receive support from Te Pūtahitanga o Te Waipounamu but have worked to diversify and consolidate their funding base through fees for services with schools, Ministry of Education contracts, Oranga Tamariki and applications to philanthropic organisations.

Requested Amount:

Total Cost of Te Pānga Pōkare (1 Year)	\$250,000
Funding confirmed	
Te Puna Kokiri	\$80,000
Rata Foundation	\$50,000
Te Pūtahitanga	\$80,000
<b>Amount Requested</b>	<b>\$40,000</b>

### Assessment

Criteria		Comment
Community Connection and Activation	✓	- Strengthening connections between rangitahi, their whanau, school and peers. The programme includes participation in a community project. The programme helps rangitahi to realise the many opportunities available in their local communities.
Community-led Response	✓	- The development of the new programme has been identified from the 2018 impact report from the Timatanga Hou Programme. This original programme was developed with support from Te Pūtahitanga o Te Waipounamu (the South Island Whanau Ora commissioning agency).
Capacity Building	✓	- The programme kaupapa works from a strengths based approach when working with the rangitahi and whanau. Helping rangitahi and whanau to set goals, make plans and providing support to achieve these goals and navigate the challenges they may face.
Collaboration	✓	- The programme strengthens connections between rangitahi, whanau, school and peers. Financial support is provided by a number of kaupapa Maori organisations.
Innovation & Enterprise		The programme is based on tikanga Maori principles. Bros for Change have been asked to extend their programmes to Blenheim, Wellington, Auckland, Northland, Timaru, West coast, Dunedin and Ashburton. There are other mentoring based programmes but not working specifically with Maori and using tikanga principles.
Removing Barriers to Participation And Resilience	✓	Bros for Change work nga tama (boys) at risk of dropping out of school or underachieving. There is no cost to the participant or their family to be part of the programme. Schools are asked to contribute a koha towards the programme costs for their students. - The long term nature of the programme focuses on supporting rangitahi and whanau, especially to be resilient to the stresses and strains that occur for nga tama.
Psychosocial Governance Group Priorities		The programme aligns with the following Psychosocial Governance Group Priority: People of Māori ethnicity

### Recommendation

That the Sustainability and Community Resilience Committee:

- 2) Makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year One of the Te Pānga Pōkare initiative.
- 3) Subject to the return of a satisfactory monitoring report, the Sustainability and Community Resilience Committee makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year Two of the Te Pānga Pōkare initiative.

Attachment B – CRPF Summary Matrix February 2020

Name	Project	Social Capital	Community-led	Capacity Building	Collaboration	Innovation	Remove Barriers	PGG Priorities	Recommendation		
1	Brackenridge Services Ltd	Activity Programme	✓	✓	✓	✓	✓	✓	That the Sustainability and Community Resilience Committee:	Year 1	Year 2
									1) Makes a grant of \$7,000 to Brackenridge Services Ltd from the Community Resilience Partnership Fund towards the Brackenridge Activity Programme.	\$7,000	\$0 – Not requested
2	Bros for Change	Te Pānga Pōkare Initiative	✓	✓	✓	✓	✓	✓	That the Sustainability and Community Resilience Committee:	Year 1	Year 2
									2) Makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year One of the Te Pānga Pōkare initiative.	\$40,000	\$40,000
									3) Subject to the return of a satisfactory monitoring report, the Sustainability and Community Resilience Committee makes a grant of \$40,000 to Bros for Change Charitable Trust from the Community Resilience Partnership Fund for Year Two of the Te Pānga Pōkare initiative.		
<b>Total Requested</b>		<b>\$87,000</b>									
<b>Balance of CPR Fund (February 2020)</b>		<b>\$744,008</b>									
<b>Funds Remaining if above Applications are Granted</b>		<b>\$657,008</b>									

Community Resilience Partnership Fund Financial Tracking

		Granted	Paid	Granted	Paid
Name	Name/Subject	Year 1		Year 2	
Addington.net	Digital Capacity Partnerships (Yr1 of 2)	\$30,000	\$30,000	\$30,000	\$30,000
Aranui Community Trust (ACTIS)	Community Connection (Yr 1 of 2)	\$120,000	\$120,000	\$110,000	\$110,000
Avebury House Community Trust	Community Led Research and Revitalisation	\$60,000	\$60,000	\$0	\$0
Belfast Community Network Inc	Resilience Initiatives in Belfast, Redwood and Northcote (Yr 1 of 2)	\$50,000	\$50,000	\$50,000	\$50,000
BUG 4/2 Incorporated	Activation with City Libraries (Yr 1 or 2)	\$40,000	\$40,000	\$40,000	\$40,000
Canterbury Neighbourhood Support Inc	Support and Get Ready	\$70,000	\$70,000	\$0	\$0
CCC Civil Defence & Emergency Management (CDEM)	Neighbourhood Action Fund	\$20,000	\$20,000	\$0	\$0
CCC Coastal Burwood Governance Team	Avondale, Burwood, Dallington Initiatives	\$60,000	\$60,000	\$0	\$0
CCC Regional Parks Team	Connecting Communities Nurturing Nature (Yr1 of 2)	\$450,000	\$450,000	\$450,000	\$450,000
CCC Regional Parks Team	Partnership Worker for Community Conservation Connection Proje	\$55,000	\$55,000	\$55,000	\$55,000
Community Law Canterbury	Recovery information	\$20,000	\$20,000	\$0	\$0
Conservation Volunteers New Zealand	Community Conservation Connection (Yr 1 of 2)	\$45,000	\$45,000	\$45,000	\$45,000
Delta Community Support Trust	Evergreen Club and Friendship Link (Yr 1 of 2)	\$25,000	\$25,000	\$25,000	\$25,000
Food Resilience Network	Otakaro Orchard (Yr1 of 2)	\$70,000	\$70,000	\$60,000	\$60,000
Nawawi Center Ltd	Nawawi Centre	\$30,000	\$30,000	\$0	\$0
Neighbourhood Trust	Mairehau Neighbourhood Project (Yr 1 of 2)	\$40,000	\$40,000	\$40,000	\$40,000
Oak Development Trust	Resilience Initiatives (Yr 1 of 2)	\$30,000	\$30,000	\$30,000	\$30,000
Otautahi Creative Spaces Trust	Creative Spaces Project (Yr 1 of 2)	\$50,000	\$50,000	\$50,000	\$50,000
Pacific Youth Leadership And Transformation Council	Increasing Participation and Connections (Yr 1 of 2)	\$50,000	\$50,000	\$50,000	
Phillipstown Community Centre Charitable Trust	Hub Activation Initiative (Yr 1 of 2)	\$70,000	\$70,000	\$70,000	\$70,000
Project Lyttelton Incorporated	Community Activation Project (Yr 1 of 2)	\$80,000	\$80,000	\$80,000	\$80,000
Qtopia Incorporated	Strengthening an Inclusive Canterbury (Yr 1 of 2)	\$50,000	\$50,000	\$50,000	\$50,000
Rowley Resource Centre Inc/Cross Over Trust	Rowley Hoon Hay Community Collaboration (Yr 1 of 2)	\$50,000	\$50,000	\$50,000	\$50,000
Shirley Community Trust	McFarlane Park Community Centre Activation (Yr 1 of 2)	\$50,000	\$50,000	\$60,000	\$60,000
Sumner Bays Union Trust (Umbrella)	Christchurch Timebanks (Yr1 of 2)	\$50,000	\$50,000	\$50,000	
Sustain South Brighton	Community and Neighbour Connection (Yr 1 of 2)	\$20,000	\$20,000	\$20,000	\$20,000
Te Taumutu Runanga	Te Kahui Kahukura Community Connection Project	\$200,000	\$200,000	\$0	\$0
Te Whare Roimata Trust	Community Led Revitalisation and Regeneration (Yr 1 of 2)	\$80,000	\$80,000	\$90,000	\$90,000
Te Whare Roopu o Oterepo - Waltham Community Cottage	Community Connection (Yr1 of 2)	\$60,000	\$60,000	\$60,000	\$60,000
The Bridge South Brighton Trust	Community Activation Hub (Yr1 of 2)	\$50,000	\$50,000	\$50,000	\$50,000
The Canterbury Mental Health Education & Resource Centre	Community Support and Connection (Yr 1 of 2)	\$45,000	\$45,000	\$45,000	\$45,000
Spreydon Baptist Community Ministries (Umbrella)	Addington Farm	\$30,000	\$30,000	\$30,000	\$30,000
Youth Alive Trust (Umbrella)	New Brighton Hub	\$60,000	\$60,000	\$60,000	\$60,000
Earthquake Disability Leadership Group	Workshop for People with Intellectual Disabilities	\$14,680	\$14,680	\$0	\$0
Christchurch Methodist Mission (Umbrella)	Christchurch Housing First (Yr 1 of 2)	\$200,000	\$200,000	\$200,000	\$200,000
Burwood Community Church Trust	Burwood Support Programme	\$55,000	\$55,000	\$55,000	\$55,000
Hornby Community Care Trust	Hornby Community Activator	\$57,020	\$57,020	\$54,520	
Leadership Lab	Leadership in Communities	\$30,000	\$30,000	\$30,000	
Shakti Ethnic Women's Support Group	Youth Network for Change Pilot	\$20,000	\$20,000	\$20,000	
Heathcote Valley Community Association	Community Centre Activator Initiative	\$31,000	\$31,000	\$31,000	
Pillars	Creating the Pillars Alliance	\$25,000	\$25,000	\$0	
Tangata Atumotu Trust	Connecting Pasifika Matua (Elders)	\$45,000	\$45,000	\$0	
Christchurch City Mission	Interagency approach to begging and rough sleeping	\$100,000	\$100,000	\$0	
St Albans Residents Assn (SARA)	Community Organiser	\$55,000		\$55,000	
Barrier Free	Implementing the Accessibility Charter	\$20,000	\$20,000	\$0	
Exchange	Six Community Projects	\$27,682	\$27,682	\$0	
Mt Pleasant Memorial Community Centre and Residents	Community Activator	\$48,880	\$48,880	\$48,880	
Papanui Youth Development	Disability Project	\$7,000	\$7,000	\$7,000	
The Parenting Place	Building Awesome Whanau	\$18,330	\$18,330	\$0	
Renew Brighton	Community Deveopment	\$20,000	\$20,000	\$20,000	
Total		\$2,984,592	\$2,984,592	\$2,271,400	\$1,905,000

Funds received to date	\$6,000,000
Total granted to date	\$5,255,992
Total Balance to Allocate (as at 1 August 2019)	\$744,008

## **18. 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
19	MAJOR EVENT OPPORTUNITY	S7(2)(I)	CONDUCT NEGOTIATIONS	CHRISTCHURCNZ ARE IN A COMPETATIVE BID PROCESS THAT REQUIRES CONFIDENTIALITY WHILST IN PROGRESS	1 JULY 2020 UPON PUBLIC ANNOUNCEMENT OF THE OUTCOME OF THE EVENT BID