
ORDINARY MEETING

OF

CITY STRATEGY COMMITTEE

AGENDA

Time: 9.30am
Date: Thursday, 23 August 2018
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

MEMBERSHIP

Mayor Lester
Councillor Calvert
Councillor Calvi-Freeman
Councillor Dawson
Councillor Day
Councillor Fitzsimons
Councillor Foster
Councillor Free
Councillor Gilberd
Councillor Lee
Councillor Marsh
Councillor Pannett (Chair)
Councillor Sparrow
Councillor Woolf
Councillor Young

NON-VOTING MEMBERS

Te Rūnanga o Toa Rangatira Incorporated
Port Nicholson Block Settlement Trust

Have your say!

You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing public.participation@wcc.govt.nz or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.

AREA OF FOCUS

The role of the City Strategy Committee is to set the broad vision and direction of the city, determine specific outcomes that need to be met to deliver on that vision, and set in place the strategies and policies, bylaws and regulations, and work programmes to achieve those goals.

In determining and shaping the strategies, policies, regulations, and work programme of the Council, the Committee takes a holistic approach to ensure there is strong alignment between the objectives and work programmes of the seven strategic areas of Council, including:

- Environment and Infrastructure – delivering quality infrastructure to support healthy and sustainable living, protecting biodiversity and transitioning to a low carbon city
- Economic Development – promoting the city, attracting talent, keeping the city lively and raising the city's overall prosperity
- Cultural Wellbeing – enabling the city's creative communities to thrive, and supporting the city's galleries and museums to entertain and educate residents and visitors
- Social and Recreation – providing facilities and recreation opportunities to all to support quality living and healthy lifestyles
- Urban Development – making the city an attractive place to live, work and play, protecting its heritage and accommodating for growth
- Transport – ensuring people and goods move efficiently to and through the city
- Governance and Finance – building trust and confidence in decision-making by keeping residents informed, involved in decision-making, and ensuring residents receive value for money services.

The City Strategy Committee also determines what role the Council should play to achieve its objectives including: Service delivery, Funder, Regulator, Facilitator, Advocate

The City Strategy Committee works closely with the Long-term and Annual Plan committee to achieve its objectives.

Quorum: 8 members

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The report was not available at the time the agenda went to print, and will be circulated separately.	

1 Meeting Conduct

1.1 Mihi

The Chairperson invites a member of the City Strategy Committee to read the following mihi to open the meeting.

Taiō Pōneke[†] – City Strategy Committee

Te wero

Toitū te marae a Tāne

Toitū te marae a Tangaroa

Toitū te iwi

Taiō Pōneke – kia kakama, kia māia!

Ngāi Tātou o Pōneke, me noho ngātahi

Whāia te aratika

Our challenge

Protect and enhance the realms of the Land and the Waters, and they will sustain and strengthen the People.

City Strategy Committee, be nimble (quick, alert, active, capable) and have courage (be brave, bold, confident)!

People of Wellington, together we decide our way forward.

[†] The te reo name for the City Strategy Committee is a modern contraction from 'Tai o Pōneke' meaning 'the tides of Wellington' – uniting the many inland waterways from our lofty mountains to the shores of the great harbour of Tara and the sea of Raukawa: ki uta, ki tai (from mountain to sea). Like water, we promise to work together with relentless synergy and motion.

1.2 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

1.3 Conflict of Interest Declarations

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

1.4 Confirmation of Minutes

The minutes of the meeting held on 16 August 2018 will be put to the City Strategy Committee for confirmation.

1.5 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows.

Matters Requiring Urgent Attention as Determined by Resolution of the City Strategy Committee.

The Chairperson shall state to the meeting:

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the City Strategy Committee.

Minor Matters relating to the General Business of the City Strategy Committee.

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the City Strategy Committee for further discussion.

1.6 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

Requests for public participation can be sent by email to public.participation@wcc.govt.nz, by post to Democracy Services, Wellington City Council, PO Box 2199, Wellington, or by phone at 04 803 8334, giving the requester's name, phone number and the issue to be raised.

2. Petitions

EPETITION: EXTEND CENTRAL LIBRARY HOURS ON SUNDAYS

Primary Petitioner:	Rose Phillips
Total Signatures:	111 authenticated
Presented by:	Bernard O'Shaughnessy (on behalf of Rose Phillips)
Contact Officer:	Laurinda Thomas, Libraries and Community Spaces Manager
Director Responsible:	Barbara McKerrow, Chief Operating Officer

Recommendation

That the City Strategy Committee:

1. Receive the information.
2. Thank Rose Phillips for her petition.
3. Note that officers will be reporting back to the City Strategy Committee in August 2018 with a paper outlining a process for reviewing the library strategy and service levels in time for the 2021/3 Long Term Plan.
4. Agree that the Central Library hours be considered as part of the review of the library strategy and service levels.

Background

1. Wellington City Council operates a system of ePetitions whereby people can conveniently and electronically petition the Council on matters relevant to Council business.
2. Ms Phillips opened an ePetition on the Wellington City Council website on 9 April 2018.
3. The ePetition details are as follows:
"This is a petition to extend the Sunday hours of the Wellington City Council Central Library (reflecting the current Saturday Opening Hours). This will enable the General Public to have more flexibility in visiting the Central Library on a Sunday. Currently the Central Library is only open from 1-4pm and there are a considerable number of people waiting for the library to open every Sunday I visit. I believe it would be beneficial for the Wellington public to have better access to their main library on a Sunday."
4. The background information provided for the ePetition was:
"The benefits are fourfold;
 1. *Greater access to library resources on Sundays for the general public including tourists seeking information about buses and the city.*

2. *Greater access to library resources for individuals who work full time during weekdays who exclusively visit the library on the weekend.*
3. *More employment opportunities for new/existing library staff.*
4. *Less congestion during the start of the current opening hours.”*
5. The ePetition closed on 9 June 2018 with 111 signatures.

Officers' response

Current hours across the Library system

6. Wellington City Libraries currently offer a 7-day service at the Central Library and a Monday–Saturday service at the 11 branch libraries.
7. On Sundays, the Central Library is open from 1:00pm to 4:00pm. The Central Library's Saturday hours are 9:30am to 5:00pm.
8. This arrangement ensures residents have access to library services on a Sunday in a centralised location. This provides a cost- and resource-effective response to customer demand on the weekend.

Characteristics of the Central Library

9. The Central Library is the busiest library site, with over 1 million visitors a year (2016-17), and 951,740 issues of physical library resources annually.
10. Ms Phillips is proposing Sunday hours that match Saturday's hours of 9:30am-5:00pm. This would result in the Central Library being open an additional four and a half hours per week.

Financial implications

11. Currently 22 staff work at the Central Library each Sunday and all staff time is allocated to frontline services.
12. The additional cost to extend the hours of the Central Library (comprising personnel and utilities) to 9:30am to 5:00pm is \$245,600 per annum.
13. The additional potential income is \$18,375 per annum, based on the Central Library's average hourly revenue (2017-8).
14. Total additional cost: Opening the Central Library for an extra four and a half hours each week on a Sunday (9:30am to 1:00pm, for total opening hours of 9:30am-5:00pm) would add an estimated total cost of **\$227,225 per year**.
15. There is no capacity to fund the requested additional hours within the current Libraries and Community Spaces budget.

Demand

16. There is recent feedback that indicates 23% of Central Library customers expect longer opening hours at the Central Library (Libraries Customer Survey, 2017).
17. It is unclear whether longer hours on a Sunday would translate to increased library usage overall or spread the same demand over longer hours.

Alternative services

18. Online library services are available 24/7, including downloadable eBooks and audio books, magazines, newspapers and databases.

Additional information

19. Changing Library opening hours is a service level change. Changes to hours would normally be considered as part of the Long-term Plan or Annual Plan process.
20. A review of the Libraries and Community Spaces strategy and service levels is planned. A paper will come to the City Strategy Committee in August outlining the process that will be followed for the review.

Attachments

Nil

3. Strategy

WELLINGTON CITY LIBRARIES STRATEGIC PLAN PROCESS

Purpose

1. This report asks the City Strategy Committee to endorse the proposed process and scope for developing the new Wellington City Libraries Strategy, and a review of Service Levels.

Summary

2. At the City Strategy Committee meeting on Thursday 17th May 2018, the Committee asked Council Officers to bring a process paper back to the Committee in August on the proposed Library Strategy and Service Level Review.
3. This paper outlines the high level process for both the strategy and the review.

Recommendation/s

That the City Strategy Committee:

1. Receives the information.
2. Endorses the objectives and scope of the new Strategy.
3. Note the establishment of a reference group of stakeholders, which will include two Councillors, to test the Strategic thinking on future Library directions.
4. Appoint Councillor Fitzsimons (as the Community Facilities portfolio holder) and Councillor Lee (as the Technology, Innovation and Enterprise portfolio holder) to the Reference Group.

Background

4. The previous Strategic Plan ("Service Vision") for Libraries and Community Spaces ran from 2014-17.
5. A new, five-year Strategic Plan is to be developed, focusing on Wellington City Libraries. This will include a review of Library Service Levels across Wellington.
6. Council-managed community spaces (which were included in the last Libraries and Community Spaces Strategic Plan), will not be covered by this review, but will be included in an upcoming Community Facilities review, planned for 2019. The two pieces of work will run in parallel, providing the opportunity to inform each other.

Discussion

7. A new Strategic Plan will allow Wellington City Libraries to:
 - Set the future direction based on meaningful consultation with and feedback from customers and stakeholders

- Signal where and how we need to partner and collaborate to create the right outcomes for Wellingtonians
 - Ensure that services meet the differing needs of our communities and that barriers to participation are removed
 - Incorporate best practice in library service delivery from around the world to deliver on Council's "Smart Capital" vision, through an innovative and forward-thinking Library service.
8. While the current Library services enjoy a high approval rating, our city and our world are moving on rapidly. By not setting a clear future direction, we risk mismatching our services to the future needs of our citizens.
9. The scope of the Library Strategic Plan includes:
- A review of national and international trends and best practice including (but not limited to) modern public library services, the wider GLAM (Galleries, Libraries Archives and Museums) sector, developments in the technology and education sectors in New Zealand and internationally, and international standards in Library Service Levels.
 - Current state analysis of Library Service Levels, against factors such as current usage, census information, future population growth projections, deprivation and digital inclusion information, customer survey feedback, and comparator libraries from New Zealand and abroad.
 - Analysis of the current fines and fees structure and revenue mechanisms.
 - External consultation with key stakeholders and potential partners
 - External consultation with users and non-users of the Library Service
 - Internal consultation with key stakeholders, including Library staff
 - Analysis of consultation data and key findings
 - Development of long-term (10-year) themes for Library service provision that align with WCC priorities
 - Development of strategic 5-year targets, and alignment with WCC objectives
 - Identification of high-level initiatives around services, spaces, and collections
 - Definition of Service Levels
 - Development and financial analysis of options
 - Testing of themes, targets and initiatives with key stakeholders
 - Development of success measures
 - Plan for implementation
10. The reference group will consist of representatives from a cross-section of key stakeholders, including two Councillors. The Councillors holding the Recreation and Community Facilities portfolio, and the Technology, Innovation and Enterprise portfolio have been recommended for inclusion in the reference group. The Technology, Innovation and Enterprise portfolio has been recommended due to the ongoing and major impact of technology and technological innovation on libraries, and the potential for growing new offerings in this area that complement the Smart City vision.
11. The purpose of the Reference group will be to promote discussion and consideration of a wide variety of views, and to test and challenge thinking around proposals throughout the process. The group will be asked to look at Library services in Wellington within the context of both international best practice and innovation, and the future needs of Wellingtonians.

12. The project will also refer to and work with other Council Strategy and Planning work, for example the Growth Plan.
13. As the Community Facilities Review has some synergies with the Library Strategic Plan, the two projects will be informed by each other. The internal teams will work closely together to ensure that thinking across the two projects is joined up.
14. The Strategic Plan process will be aligned with the timing of the next Long-Term Plan to allow for any budget proposals.

Timelines

15. The indicative timeline is as follows:

August 2018	Council signoff of objectives and scope
Sept 2018 – Oct 2018	Establish Stakeholder Reference Group
Sept 2018 – Feb 2019	Research and Current State Analysis
Feb 2019 – Aug 2019	Public and Community Engagement, Council workshops. Development of key themes and directions
Aug 2019 – Dec 2019	Analysis of feedback, alignment with other WCC plans, development of options. Brief new Council
Feb 2020 – June 2020	Strategy development, strategy finalisation. Council approval

Next Actions

16. Internal sign off of the project scope and plan.
17. Commencement of the Strategic Plan and Service Level Review.

Attachments

Nil

Author	Laurinda Thomas, Libraries and Community Spaces Manager
Authoriser	Stephen McArthur, Manager Community Networks Barbara McKerrow, Chief Operating Officer

SUPPORTING INFORMATION

Engagement and Consultation

A plan for engaging with the public and key stakeholders will be developed as part of the project.

Treaty of Waitangi considerations

Any Treaty of Waitangi considerations identified will be included within the project plan.

Financial implications

There are no financial implications to developing the new Strategic Plan. Any new initiatives identified as a result of the Plan that require funding will be addressed through the 2021-31 Long-term Plan process.

Policy and legislative implications

There are no policy or legislative implications.

Risks / legal

Risk identification and management will be developed as part of the project.

Climate Change impact and considerations

There are no Climate Change considerations.

Communications Plan

A full communications plan will be developed as part of the project.

Health and Safety Impact considered

There are no Health and Safety impacts.

4. Operational

COUNCIL GRANTS

Purpose

1. This report asks the City Strategy Committee to receive the information in this paper. Grants are included in Council's plans to provide an appropriate mechanism to respond to community groups and organisations that are undertaking projects. This paper reports on grant funding provided by Council for the 2017/18 financial year.

Summary

2. Grants are used across a range of functional areas as one means of supporting the delivery of Council's priorities and strategies.
3. The Council administered funds totalling \$9.8m on grants in 2017/18 and has budgeted spend of \$10.7m for 2018/19 in the Long Term Plan. This represents around 3% of total Council spend in both years.
4. The Council also supports the Council Controlled Organisations (CCOs) through grant funding including WREDA with the Major Events Fund with \$4.5m in 2017/18 budgeted to increase to \$4.7m in the 2018/19 to ensure Wellington has an exciting major events programme throughout the year. Grants to CCOs are not covered in this report and are reported quarterly through the CCO sub-committee.
5. A total of \$3.6m was paid from the City Growth Fund (CGF) in 2017/18, this represents funding approved in the 2017/18 year and funding commitments made in prior years where the expenditure was incurred in 2017/18. At 30 June 2018 a further \$0.8m has been approved and committed with payment not falling due until 2018/19 (\$756k) or 2019/20 (\$55k).
6. CGF highlights for the year were quite diversified and included: the Jim Henson Muppets retrospectacle; the Asia Pacific amateur golf championship; the FIFA World Cup qualifying match between the All Whites and Peru; the Special Olympics; year 4 of the World War 1 centenary commemorations; the Beervana and Wellington Visa on a Plate events; the Matariki programme of events; the Roxy5 short film competition; the ITx Conference; the final year of the Tech-Hub Collider programme; and the GovTech Lightening Lab programme.

Recommendation/s

That the City Strategy Committee:

1. Receives the information.

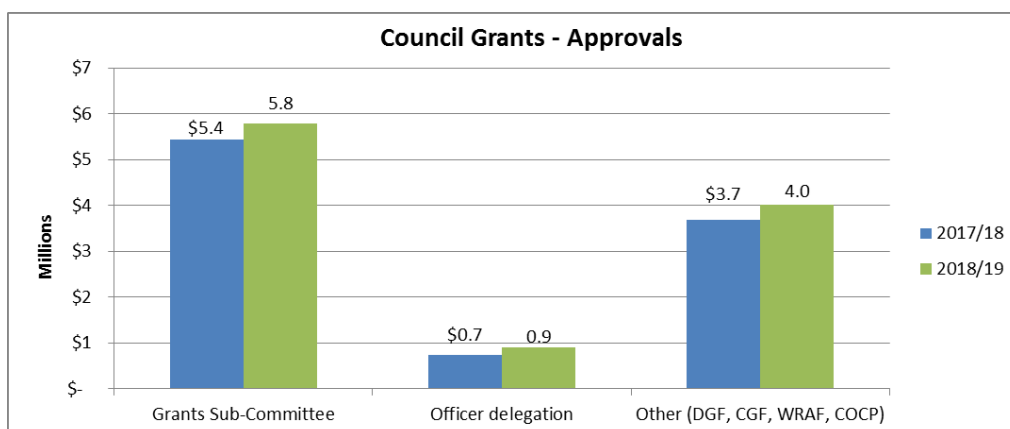
Background

7. Grants provide the Council with the ability to support community resilience, encourage innovation, diversity and creativity as well as support the city's social, cultural and environmental infrastructure. Grants enable the Council to help ensure particular activities occur without directly providing a service.

8. Grants are a tool for funding and/or facilitating the provision of services, events and assets that are more appropriately provided by the community than the Council or which are delivered by organisations. Often the community and community organisations are better placed to identify the needs or gaps that exist in their communities and to find appropriate solutions or services for filling those gaps.
9. Budgets for Council grants are agreed as part of the Council's Long Term and Annual Plans.

Discussion

10. Grants can refer to a wide range of support provided to external organisations. In this paper it is used to refer to the following types of grants:
 - a. Grants delegated to the Grants Sub-Committee
 - b. Grants delegated to Officers
 - c. Grants with other delegations or process (The Discretionary Grant Fund, City Growth Fund, Wellington Regional Amenities Fund and into 2018/19 the Decade of Culture Programme)
11. The following table summarises these different types of grants.



12. This paper takes each set in turn and provides reporting on the support provided under each. As a group, contestable grants are used to further the delivery of Council's goals and outcomes. All grants are managed and reviewed in line with the delegations agreed by the Council.
13. In some cases where there are particular things better delivered by the external organisation, project funding is provided when external organisations have approached Council outside of the contestable grants process. For both the Arts and Culture and Social and Recreation Funds the majority of funding is allocated to ongoing multi-year funding contracts, these are reviewed every three years at which time there is a contestable process. The balance of funding for the specific funding pool is then allocated through grant rounds, generally twice of three times a year.
14. Funding applications for multi-year contracts and one off grants are managed through an online funding portal which is used across the organisation for subject matter specialists to make assessments, for applicants to agree to funding outcomes and for organisations to complete and submit reporting.
15. Other funds managed centrally through the same processes complement the current funding framework, an example being the Creative Communities Funding Scheme

which local Councils manage on behalf of Creative New Zealand, this funds smaller scale arts projects and can include individuals and non-legal groups.

16. In 2017/18 financial year a total of 186 project grants were made across the funds delegated to the Grants subcommittee - total \$1.57m (in one off project grants).
- Arts and Culture Fund: 101 applications funded, total \$368,710, average grant size \$3,651, largest \$20,000, smallest \$600
 - Social and Recreation Fund: 33 applications funded, total \$217,678, average grant size \$6,596, largest \$50,000, smallest \$250
 - Natural Environment Fund: 7 applications funded, total \$39,000, average grant size \$5,571, largest \$11,250, smallest \$1,500
 - Built Heritage Incentive Fund: 26 applications funded, total \$792,522, average grant size \$30,481, largest \$84,000, smallest \$2,150.
 - Communities on Bikes Fund: 9 applications funded, total \$29,316, average grant size \$1,954 , largest \$7,000, smallest \$600
 - Economic Grants Fund; five grants of \$10,000 to each of the BID groups.
 - Sportsville Partnership Feasibility Fund: two grants, total \$27,052.
 - Waste Minimisation Seed Fund: three applications funded (from the over \$2,000 fund delegated to the Grants subcommittee), total \$45,947, largest \$20,247, smallest \$8,500.

Grants delegated to the Grants Sub-Committee

17. Around 55% of grants administered by Council are delegated to the Council Grants Sub-Committee for approval. These are outlined in the following table:

Grants Sub-Committee Approved Funds	2017/18 \$000	2018/19 \$000
Arts & Culture Fund	1,377	1,435
Built Heritage Incentive Fund	723	450
Communities on Bikes Fund	50	50
Economic Grants Fund	50	-
Natural Environment Fund	80	80
Social & Recreation Fund	3,025	3,236
Sportsville Partnership Feasibility Fund	40	540
Waste Minimisation Seed Fund	70	70
Tawa Community Grants*	15	15
TOTAL	5,433	5,791

* Note this is approved by the Tawa Community Board Grants Sub-Committee, not the WCC Grants Sub-Committee but is included here for completeness.

18. The majority of these grants are allocated through a contestable process with decisions taken by the Grants Sub-Committee. Organisations and projects are funded through both contracts and contestable grants pools. The contestable pools provide grants that are discretionary, short term and generally project based in nature. The Council also

enters into multi-year contracts when it has an interest in ensuring particular activities occur that contribute to Council's strategies or policies.

19. Organisations funded by the Council through multi-year contracts need to meet the relevant fund criteria. In 2017/18 there were 59 organisations supported through multi-year funding contracts. These are shown in Attachment 1.
20. In addition to meeting criteria these organisations:
 - Are well-established and with some Council funding are sustainable in the long-term and a partner relationship is beneficial.
 - Are generally regarded as a feature of Wellington's infrastructure or unique sense of place.
 - The Council does not wish to influence day to day activities but has a strong interest in the outcomes of the organisation and can influence these through results based reporting.
 - Activity has alignment with Council's outcomes and policies.
21. All allocations over \$100,000 are subject to approval by the City Strategy Committee.
22. Details of grant allocations made through the Grants-Sub Committee and across Council funds are published on the Council's website as past allocations within each respective fund web page.
23. Information is also provided through WCC's open data portal and on The Divvy (www.thedivvy.nz), where grant information and outcomes are presented in an easily accessible way. All grant data is published via WCC's open data portal, the dataset includes approved (and declined) applications as well as a range of other data fields (including agreed outcomes).

Grants delegated to Officers

24. Around 7-9% of grants administered by Council are delegated to the Officers for approval. These are outlined in the following table:

Officer Approved Funds	2017/18 \$000	2018/19 \$000
Betty Campbell Accommodation Assistance Grants	234	234
Community Events Sponsorship	122	150
Sports Event Partnership Fund*	-	150
Wellington Venues Subsidy	245	245
Recycling grant or kerbside collection service	10	10
Capital Compost and Garden Products Community Grants	5	5
Warm up Wellington	60	60
TOTAL	676	854

* Note this fund was created in 2017/18 with the first year of funding from the City Growth Fund. Attachment 2 outlines the allocations from these funds in 2017/18.

25. These funds are managed by different Business Units within Council that are closest to the community or needs of these grant funds. A summary of the purpose of each fund and how they are managed is outlined in the table below:

Officer Approved Funds	Purpose	Managed by
Betty Campbell Accommodation Assistance Grants	This grant is for rental costs for office space in the central city for organisations delivering social services that promote social well-being for Wellingtonians	WCC Grants Team
Community Events Sponsorship	This fund supports community events sponsorship	WCC City Events Team
Sports Event Partnership Fund	This fund has been established to support mid-tier sport and recreation events that contribute to Wellington's economy, support the development of clubs and sport and recreation bodies, promote participation in sport and active recreation, and showcase Wellington as a vibrant sport and recreation destination.	Decisions are made by a Panel of Senior Advisors from WCC (Parks, Sports & Rec Team) and WREDA
Wellington Venues Subsidy	This subsidy is to improve community access for events in certain Council-owned venues.	WCC Grants Team, Decisions are made by a Panel of Senior Advisors from WCC (Community Services, City Arts & Events)
Recycling grant or kerbside collection service	This fund supports recycling in schools, early childhood centres and not-for-profit organisations. We provide a kerbside recycling service where possible and have grants available if commercial providers are needed. This fund is funded by the Waste Minimisation Levy rather than rates.	WCC Waste Operations Team
Capital Compost and Garden Products Community Grants	This fund is to help schools, childhood education facilities and community garden groups to create food gardens, or complete native plant-restoration projects.	WCC Waste Operations Team
Warm up Wellington	Funds are available to help home owners (including landlords) insulate houses built before 2000. Sustainability Trust insulates properties under the WuW programme.	WCC Strategy Team

Waste Minimisation Seed Fund	Smaller grants are made available on a two monthly decision making cycle through the (grants under \$2000) for school and community projects.	WCC Waste Operations Team
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Funds with Other Delegations

The Discretionary Grant Funds

26. The Discretionary Grant Fund is used only in special circumstances to ensure the community and organisations can deliver projects which meet grant criteria and benefit Wellingtonians. Typically, this fund is used to support projects that miss the cycle of funding rounds or are for projects where planning ahead has not been possible.
27. Organisations supported through this fund must meet Council funding criteria, and approvals are delegated to the Mayor and Deputy Mayor on Officer recommendations.
28. The fund has a total of \$80,000 per annum to allocate to this purpose. A list of 2017/18 allocations is included as Attachment 3.

City Growth Fund

Background- City Growth Fund

29. The City Growth Fund was established on 1 July 2013 (then named the Wellington Economic Initiatives Development or WEID Fund), with approved funding of \$3 million per annum.
30. The City Growth Fund was established to enable Council to respond to opportunities that arise in a timely and agile manner.
31. The objectives of the fund are to:
 - help generate income and productivity growth at a faster rate than the economy as a whole
 - help facilitate opportunities that contribute to economic growth in Wellington
 - be agile, responsive and engaged through a partnership approach that is tailored to maximise potential leverage from both private and public sectors.
32. The fund was established to support three broad areas: events, initiatives and partnerships with the criteria set out for assessing funding proposals, these are unchanged and are set out below:

Events	Initiatives	Partnerships
Events that are: <ul style="list-style-type: none"> • Maximising the economic contribution that events can make to Wellington • Maximising the diversity and vibrancy of Wellington's arts and culture events • Enhancing a strong events support-structure which 	Initiatives that are: <ul style="list-style-type: none"> • Facilitating opportunities for Wellington that enlarges the city's business footprint • Supporting initiatives that build the city's reputation as an easy place to do business • Supporting initiatives that create jobs in Wellington's 	Partnerships that are: <ul style="list-style-type: none"> • Supporting people to commercialise or progress innovative ideas that are Wellington-based or focused (not start-ups) • Sharing expertise and resources to maximise potential opportunities for the city that:

Events	Initiatives	Partnerships
<p>draws on Wellington's venues and assets</p> <ul style="list-style-type: none"> Encouraging more visitors to Wellington through strengthening the city's profile as a leading events destination Encouraging the development of events that support the city's key strategic economic objectives. 	<p>professional services and innovative high-tech industries</p> <ul style="list-style-type: none"> Enhancing Wellington's image as a centre of excellence in innovation and professional services Encouraging opportunities that contribute to the city's long-term economic growth aspirations. 	<ul style="list-style-type: none"> will lead to improved economic growth opportunities, and/or will lead to better value for money services for the local government sector Encouraging a joined-up approach that contributes to the city's long-term economic growth aspirations.

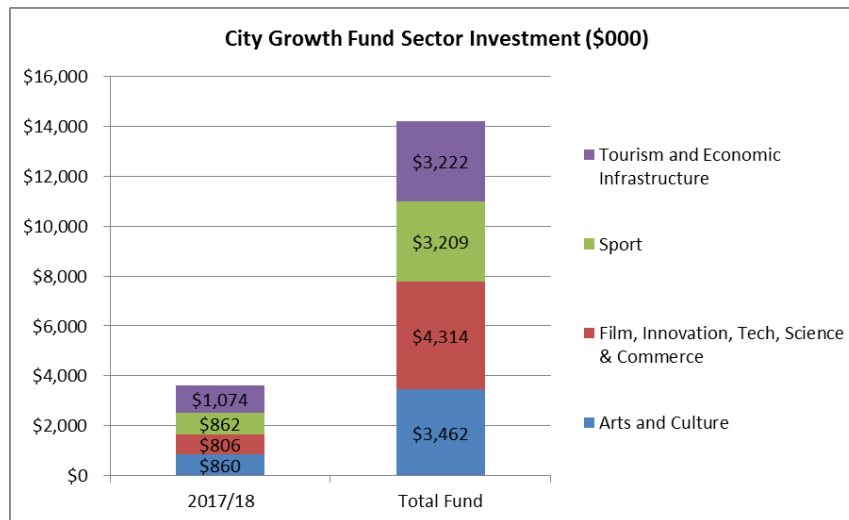
33. Proposals are assessed for their fit against these criteria as well as normal due diligence criteria of the applicant (financial viability and analysis, ability to deliver, partners, other investors and funding sources etc).

Delegations – City Growth Fund

34. The delegations for funding approvals from the fund are:
- for funding decisions with expenditure over \$100,000 approval is required by Council.
 - for funding decisions with expenditure of \$100,000 or less, approval is required by the Chief Executive in consultation with the Mayor, Deputy Mayor and the Chair of the Economic Portfolio.

Discussion – City Growth Fund

35. The actual spend recorded in the fund for the 2017/18 year was \$3.6m over 29 project initiatives.
36. A further six initiatives totalling an investment of \$0.8m have been approved before 30 June 2018, however payments will not be made until the 2018/19 and 2019/20 financial years. These represent approved commitments to be funded from the fund's closing balance at 30 June 2018.
37. The highlights for the year were quite diversified and included: the Jim Henson Muppets Retrospectacle; the Asia Pacific Amateur Golf Championship; the FIFA World Cup qualifying match with Peru; the Special Olympics; Year 4 of the World War 1 centenary commemorations; the Beervana and Wellington Visa on a Plate events; the Matariki programme of events; the Roxy5 short film competition; the ITx Conference; the final year of the Tech-Hub Collider programme; and the GovTech Lightning Lab programme. A full list of fund approvals can be found in Attachment 4.
38. Investment from the fund has been reasonably equally spread across four key sector areas both the \$3.6m spend in 2017/18, and the total \$14.2m cumulative spend since the fund's inception in 2013/14. This can be seen in the following graph:



39. Each funding agreement includes a targeted set of outcomes we expect to achieve from each project or initiative. A summary of the key projects delivered in 2017/18 and their reported outcomes is set out in Attachment 5.
40. The fund's position and forward programme as at 30 June 2018 is summarised in the following table:

CGF Summary (\$'000s)	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	Total (since inception)
Opening Balance	2,888	2,326	3,576	5,308	7,132	8,996	0
Plus: Annual Funding	3,000	1,750	1,787	1,824	1,863	1,904	31,070
Plus: Repayable Grants	40	246	0	0	0	0	285
Less: Approved Bids	(3,602)	(746)	(55)	0	0	0	(14,203)
Available Balance	2,326	3,576	5,308	7,132	8,996	10,899	10,899
Pending Applications*	-	(1,015)	(640)	(630)	(200)	(400)	(2,885)
Cumulative impact	-	(1,015)	(1,655)	(2,285)	(2,485)	(2,885)	(2,885)
Forecast Available Balance**	2,326	2,561	3,653	4,847	6,511	8,014	8,014

*This includes all applications received but not approved at 30 June 2018, and the expected demands on the fund. These amounts have not been approved or committed.

**It is anticipated between \$1 million and \$2 million per annum will be used from this forecast balance to minimise the ratepayer impact of the Convention Centre. Therefore whilst an available balance remains, this funding is largely earmarked for this purpose.

Wellington Regional Amenities Fund

41. WRAF was established to support eligible entities of regional significance with day today operational expenses and new innovative projects that will achieve identified priorities for the region. WRAF is focused on arts, cultural and events to support and add to the attractiveness and vitality of the Wellington region. Wellington City Council's pro rata annual contribution to the fund is \$609,000. Decisions on the fund are made

through the Joint Committee of Mayors who represent the member Councils, these arrangements are set out in the Terms of Reference, with funding allocated committed by the Joint Committee. Each member Council's Chief Executive are represented by a Senior Officer on a Council Officer Group.

42. At the Joint Committee in March 2017 it was agreed the application process would be changed for 2017/18. Rather than having an open call for applications, organisations identified by the Council Officers Group were invited to submit applications. Ten organisations submitted applications for support in 2017/18, seven received support through the fund. Each organisation has a detailed set of performance measures based on fund criteria and outcomes, a summary report is provided to the Joint Committee of Mayors.
43. A summary of the WRAF approvals for 2017/18 are as follows:

Organisation Name	Project Initiative	Amount
Creative Capital Arts Trust	Cubadupa Street Festival 2018	\$200,000
Expressions Arts and Entertainment Centre	The Secrets of The Mona Lisa Exhibition	\$40,000
New Zealand Festival	Waka Odyssey', a series of events featuring Waka Hourua, including Opening Ceremony	\$400,000
Porirua City Council	Measina Festival of Contemporary Pacific Dance and Theatre – week long festival	\$50,000
Tawata Productions	Kia Mau Festival; contemporary Māori theatre festival	\$100,000
Wellington LUX Festival	LUX Light Festival; free, outdoor celebration of art and technology	\$150,000
Wellington Regional Orchestra Foundation Inc	Three orchestral concerts and two education programmes in Wellington, Porirua, Hutt City & Upper Hutt	\$135,000
TOTAL		\$1,075,000

44. The process will be similar for 2018/19, in addition the Joint Committee will consider multi-year funding applications from 2018/19. \$600,000 was allocated to support The Te Matatini National Kapa Haka Festival which is being held at the Westpac Stadium in Wellington in February 2019. This allocation was made subject to agreement on detailed outcomes and all participating Councils contributing to WRAF in their 2018-28 Long Term Plans. Applications for the remaining funding available in 2018/19 will be made during August 2018 and considered by the Joint Committee meeting on 21 September 2018.
45. Reporting for WRAF is to the Joint Committee of member Councils.

Decade of Culture Programme

46. The Decade of Culture Programme (DoC Programme) was agreed as part of the 2018/19 Long-term Plan (LTP) to emphasise and enhance the city's unique creative strengths, to be built around new and existing opportunities and to help the city compete as a cultural destination. It involves planned investment in existing and new cultural facilities, expanding the reach of our major events, and ongoing investment in professional and community arts and cultural projects.

47. Apart from budget for planned capital expenditure, the LTP indicated an additional allocation of \$16 million over 10 years from the City Growth Fund and the Wellington Regional Amenities Fund, to support the delivery of the Decade of Culture programme. In 2018/19 \$1.5m has been allocated to fund the DoC work programme through the City Arts and Events operating budget, a \$1m increase on 2017/18 (\$1.25m of which was transferred from the City Growth Fund with the remainder coming from reprioritised city arts funding). Any WRAF funding directed to the DoC programme is subject to the decision making processes of that fund.
48. Reporting back on the DoC programme will be through the Quarterly Reporting process.






Options

49. This report does not have any options.

Next Actions

50. Ensure this report will be prepared at the end of each year summarising all Council grants, and any changes from prior years.

Attachments

Attachment 1.	Multi-year funding contracts 2017-2018 ↓ 	Page 26
Attachment 2.	Grants delegated to Officers - 2017/18 Allocations ↓ 	Page 29
Attachment 3.	Discretionary Fund 2017/18 Allocations ↓ 	Page 34
Attachment 4.	City Growth Fund Allocations 2017/18 ↓ 	Page 35
Attachment 5.	City Growth Fund 2017/18 Outcomes ↓ 	Page 37

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SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

None. This paper is a report against agreed budgeted grants.

Policy and legislative implications

N/A

Risks / legal

Some grant agreements contain confidentiality clauses for commercial sensitivity reasons. These have been adhered to in how information has been disclosed in this report.

Climate Change impact and considerations

N/A

Communications Plan

The Communications Team have been consulted about this paper.

Health and Safety Impact considered

N/A

Contract Funding

17/18 financial year (1 July 2017 to 30 June 2018)

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Organisation name	Amount funded 2017/18 (excl GST)			Contract term
	Social	Cultural	Environmental	
Age Concern Wellington Inc	\$30,000			2017-2019
Aro Valley Community Council Inc	\$52,780			2016-2019
Arts Access Aotearoa		\$23,578		2015-2018
BATS Theatre		\$61,383		2015-2018
Be Institute Charitable Trust	\$46,280			2016-2019
Berhampore School (Centennial Community Centre)	\$43,645			2016-2019
Brooklyn Community Association – Brooklyn Community Centre & Vogelmorn Hall	\$80,185			2016-2019
Challenge 2000 Trust	\$40,000			2017-2020
Circa Theatre		\$76,509		2015-2018
Citizens Advice Bureau Wellington Incorporated	\$210,787			2015-2018
Community Law Wellington and Hutt Valley Trust (Wellington Community Law Centre)	\$76,886			2015-2018
Community Networks Wellington Inc	\$35,525			2015-2018
Creative Capital Arts Trust		\$121,800		2016-2019
Eastern Southern Youth Trust	\$35,000			2017-2018
English Language Partners New Zealand Trust	\$18,270			2016-2019
Footnote Dance Trust Board		\$20,377		2015-2018
Hataitai Childcare Collective and Community House Inc	\$52,000			2017-2019
Island Bay Enhancement Trust		\$10,100*1		2015-2018
Johnsonville Community Centre	\$50,029			2016-2019
Kaibosh	\$27,679			2015-2018

Karori Community Centre Inc	\$56,840			2016-2019
Katherine Mansfield Birthplace Society		\$116,725		2016-2019
Khandallah Cornerstone Resource Centre Trust Board	\$45,249			2016-2019
Kilbirnie/Lyall Bay Community Centre Incorporated	\$55,825			2016-2019
Life Flight Trust	\$49,207			2015-2018
Miramar Peninsula Community Trust	\$35,000			2017-2019
New Crossways Community Trust	\$46,690			2016-2019
Newtown Community & Cultural Centre - Wellington Timebank	\$30,450			2016-2019
Newtown Community & Cultural Centre, Playground Hall & Smart Newtown	\$199,955			2016-2019
Newtown Festival Trust		\$124,189 *2		2016-2017
New Zealand Opera Ltd		\$54,333		2015-2018
Nga Hau e W ha o Papararangi	\$42,630			2016-2019
Northland Memorial Community Centre Inc	\$45,112			2016-2019
Randell Cottage Writers Trust		\$10,161		2015-2018
Royal New Zealand Ballet		\$154,333		2015-2018
Strathmore Park Community Centre Trust	\$92,500*3			2017-2019
Sustainability Trust	\$20,503		\$30,603	2015-2018
Taki Rua Productions Society Inc		\$35,525		2016-2019
Tawata Productions		\$35,830		2015-2018
Te Whanganui-a-Tara Youth Development Trust (Trading as Evolve)	\$32,805			2015-2018
Te Whakamura Ai Te Ahi - Downtown Community Ministry	\$141,131			2015-2018
Te Whakamura Ai Te Ahi - Ngati Kahungunu ki Poneke Community Services Inc	\$175,044			2015-2018
Te Whakamura Ai Te Ahi - Ngati Kahungunu ki Poneke Community Services Inc	\$152,250			2016-2019
The Miramar and Maupuia Community Trust Inc	\$46,864			2016-2019

The New Zealand Portrait Gallery Trust		\$20,300		2016-2019
The Orpheus Choir of Wellington Inc		\$15,241		2015-2018
The Wellington Activity Centre Charitable Trust - T/A Te Ara	\$37,000			2017-2020
The Wellington Boys' and Girls' Institute	\$73,000			2017-2020
The Wellington City Mission (Anglican) Trust Board	\$37,931			2015-2018
Thistle Hall Community Trust	\$25,375			2016-2019
Toimata Foundation (Enviroschools)	\$26,000			2017-2020
Vincents' Art Workshop Inc	\$38,956			2015-2018
Volunteer Wellington	\$36,540			2016-2019
Wellington Free Ambulance Service Incorporated	\$92,264			2015-2018
Wellington Independent Arts Trust T/A Urban Dream Brokerage		\$51,055		2015-2018
Wellington Marine Conservation Trust	\$40,600			2016-2019
Wellington Night Shelter Trust	\$97,389			2015-2018
Wellington Night Shelter Trust	\$55,000			2017-2018
Wellington Rape Crisis Incorporated	\$20,503			2015-2018
Wellington Regional Orchestra Foundation Inc		\$276,829		2015-2018
Wellington Women's Refuge Group Inc	\$36,526			2015-2018
Young and Hungry Arts Trust		\$20,300		2016-2019
Zeal Education Trust	\$50,000	\$10,000		2017-2020

*1 Plus an additional \$15,000 from Community Events Sponsorship

*2 Plus an additional \$30,000 from Community Events Sponsorship

*3 Includes Raukawa Community Centre

Grant Funds Delegated to Officers – 2017/18 Allocations

Betty Campbell Accommodation Assistance Fund – 2017/18 Allocations

Betty Campbell Accommodation Assistance Fund Organisation name	Amount funding	Term
Age Concern Wellington Inc	\$4,714	2015-2018
Ara Taiohi Inc	\$10,000	2016-2019
Big Buddy Mentoring Trust	\$880	2017-2020
Community Law Wellington and Hutt Valley Trust (Wellington Community Law Centre)	\$6,300	2017-2020
Community Networks Aotearoa Inc	\$1,976	2015-2018
Community Networks Wellington Inc	\$1,620	2015-2018
Dress for Success Wellington	\$5,000	2017-2020
English Language Partners New Zealand Trust	\$4,500	2015-2018
InsideOUT Koāro	\$3,300	2016-2019
Interpreting Wellington	\$5,500	2015-2018
Kaibosh	\$5,000	2017-2020
Literacy Aotearoa Wellington Inc	\$6,300	2017-2020
MCLaSS: Multicultural Learning and Support Services	\$7,284	2015-2018
Multicultural Council Wellington Inc	\$1,500	2015-2018
OUTLine	\$500	2017-2020
Pablos Art Studios Incorporated	\$5,000	2017-2020
Porirua Living Without Violence - Te Noho Riri Kore Incorporated	\$3,000	2015-2018
Refugee Trauma Recovery	\$5,751	2015-2018
SeniorNet Wellington Inc	\$6,400	2016-2019
Sexual Abuse Prevention Network	\$1,440	2016-2019
SPELD NZ Inc	\$600	2016-2019
The New Zealand Federation of Family Budgeting Services (Inc.)	\$7,000	2016-2019
Te Whare Rokiroki (Maori Women's Refuge)	\$7,000	2017-2020
Vincent's Art Workshop Inc	\$10,000	2017-2020
Volunteer Wellington	\$8,500	2015-2018
Wellington Homeless Women's Trust	\$1,900	2015-2018
Wellington Rape Crisis Incorporated	\$10,000	2016-2019
Wellington Sexual Abuse HELP Foundation	\$6,300	2017-2020
Wellington Women's Health Collective Inc	\$4,000	2016-2019
Wellington Women's Refuge Group Inc	\$10,000	2016-2019
Total	151,265	

Community Events Sponsorship – 2017/18 Allocations

Community Events Sponsorship Organisation name	Support for	Amount granted
African Communities' Council Of Wellington Incorporated	Africa Day 2018 featuring music, dancing, drumming and fashion.	\$7,000
Aro Creative Inc	Kilbirnie Festival 2018 annual festival featuring music, crafts, food, markets, entertainment, rides, and sports	\$3,500
Asian Events Trust	Chinese New Year Festival 2018, multiple activities over two days	\$45,000
Cancer Society of New Zealand Wellington Division Inc	Relay for Life 2018, event to celebrate the lives of cancer survivors and carers and remember loved ones that have been lost	\$3,500
ENNOBLE Ltd	Disability Pride Day, a series of events as part of the International Day of Disabled People.	\$5,000
Island Bay Enhancement Trust	Island Bay Festival 2018	\$15,000
Lions Club of Johnsonville Inc.	16th Johnsonville Lions Community Christmas Parade	\$3,500
Lions Club of Tawa Inc	2017 Tawa Community Christmas Parade	\$2,906
MIA Mujeres In Aotearoa Incorporated	MIA 10th Anniversary Celebration showcasing Latin arts and crafts, a wide variety of foods, music performed by Latin bands and folkloric dances	\$3,500
Redhead Or Dead Events Ltd	BOWLZILLA Wellington, skateboarding event featuring the art show Artzilla.	\$30,000
The Korean Association of Wellington New Zealand INC	K-Culture Festival with cultural performances and experiences	\$3,500
Total:		\$122,406

Sports Events Partnership Fund – 2017/18 Allocations

Organisation name	Support for	Amount granted
Badminton New Zealand	National Championship/Tertiary Championship/U19 Championships	\$5,000
Capital BMX Club Incorporated	2018 Wellington Regional BMX Champs	\$5,250
Croquet New Zealand	2018 Croquet World Championships	\$7,500
Hockey New Zealand Incorporated	National Hockey League and National Seniors Tournament 2018	\$20,000
Hockey New Zealand Incorporated	National Hockey League and National Seniors Tournament 2017	\$10,000
Hoop Nation Basketball	Hoop Nation Junior	\$20,000
International Taekwon Do Foundation of NZ Inc	Host the ITKD 2018 Nationals and Oceania Taekwon-Do Championships	\$10,000
New Zealand Football	NZ Secondary Schools National Futsal Championship	\$10,000
New Zealand Football	Womens Futsal National League	\$5,000
Ocean Swim Series	Capital Classic	\$10,000

Organisation name	Support for	Amount granted
Swimming New Zealand	2018 Junior Festival - ALL STARS	\$4,500
Swimming Wellington	Swim Wellington Long Course 13 & Over Championships	\$4,500
Volleyball New Zealand Inc	VNZ Interprovincial Volleyball Champs	\$10,000
Wellington Basketball Association	BBNZ U17 National Basketball Championship	\$10,000
Wellington Handball Federation	NZ Secondary Schools Handball Championship	\$5,000
Worser Bay Boating Club	NZ Starling North Island Champs, NZ Zephyr National Champs, NZ Starling National Champs	\$10,000
Wellington Mountain Bike Club	Red Bull Pump Track World Series Qualifier	\$3,250
Total:		\$150,000

Wellington Venues Subsidy – 2017/18 Allocations

Wellington Venues Subsidy Organisation	Support For	Amount Granted
Victoria University of Wellington Foundation	44th International Viola Congress	\$5,000
Victoria University of Wellington Foundation	44th International Viola Congress	\$5,000
Wellington Youth Orchestra	Performance of Karl Jenkins' Cantata Memoria	\$8,000
New Zealand School of Dance	50th Anniversary Graduation Season	\$9,200
The Menagerie Limited	The Menagerie Deluxe	\$5,500
Chamber Music New Zealand Trust Group	Musical Journey around the World - Education Concert	\$2,000
Skylight Trust	Loss and Greif Week	\$1,300
Wellington Free Ambulance	90th Anniversary Event	\$10,000
New Zealand Book Awards Trust	New Zealand Book Awards for Children and Young Adults event and ceremony	\$3,240
Victoria University Samoan Students Association	Samoan Cultural Festival	\$6,000
Chamber Music New Zealand Trust Group	NZCT Chamber Music Contest - National Finals	\$2,620
Tu Tangata Komiti Wellington	The Tu Tangata Wellington Secondary School's Polynesian 2017	\$10,580
Wellington Gilbert & Sullivan Society Inc	Iolanthe- A comic opera	\$11,000
Wahine 50th Anniversary Trust	Resilience Expo	\$15,000
African Communities' Council Of Wellington Incorporate	Africa Day 2018	\$6,040
TEDX Wellington	TedX Women	\$9,000
Wellington City Council - International Relations	Korean K-Culture Festival	\$6,045

Wellington Venues Subsidy Organisation	Support For	Amount Granted
Wellington City Council - City Arts and Events Team	Diwali Festival	\$26,170
Historic Places Wellington	Wellington City Heritage Week	\$1,500
Wellington City Council - Treaty Relations	Te Wiki o Te Reo Parade	\$3,240
Pump Dance Studio Ltd	Pump Dance Presents the Wizard of Oz	\$2,500
Wellington Regional Orchestra Foundation Inc (Orchestra Wellington)	Under the Big Top	\$8,400
Young Enterprise Trust	Its Business Time & Young Enterprise Competition and Awards	\$6,000
NZ Academy of Fine Arts	Wallace Art Awards	\$15,000
Footnote Dance	CONTRAST	\$3,000
Tarrant Dance Studios	Coppelia	\$2,500
Multicultural Council of Wellington	Race Relations day in conjunction with a Peace Walk and Multicultural festival and Food Fiesta	\$9,890
Asian Events Trust	Chinese New Year	\$18,555
NZ Choral Federation, Wellington Region	The Big Sing Regionals 2018	\$15,000
Salvation Army Wellington City Corps	The Big Carol Sing	\$7,498
Shakespeare Globe Centre NZ	SGCNZ National UOSWSF	\$10,000
New Zealand Sweet Adelines International Region 35 Incorporated	National Acapella (barbershop) competition	\$7,000
Total		\$251,778

Recycling grants – 2017/18 Allocations

Recipient	Amount
Te Ohaki a Hine	\$460
Early Impressions Childcare	\$440
Wellington Cathedral of St Paul	\$339
NZ Film Festival Trust	\$442
Otari School Board Trustees	\$500
Total	\$2,181

Capital Compost and Garden Products Community Grants – 2017/18 Allocations

Capital Compost & Garden Products Community Grants Recipient	Amount
Aro Valley Community Centre/ kai a te aro	74
Cardinal McKeefry School	296
Crofton Downs Primary School	148
Dixon Street Flats Community Garden	222
Grass Street Residents Association	296
Friends of Old Porirua Road	296

Capital Compost & Garden Products Community Grants Recipient	Amount
Greenacres School	148
Holy Cross School	296
Island Bay + Berhampore Community Orchard	296
Kahurangi Friends (School)	296
Khandallah Community Gardens	74
Miramar Central School	222
Miramar Prison Garden Collective	148
Newtown Early Learning Centre	296
St Anthony's School	148
St Catherines College	296
Tapa Te Ranga Marae	296
Te Ara Hou Community Garden	296
Total	4,139

Warm Up Wellington Grants – 2017/18 Allocations

Recipient	Amount
Sustainability Trust (annual contract to further distribute to individuals through the Warm up Wellington programme)	\$40,000
Toimata Foundation (EnviroSchools)	\$20,000

Discretionary Funding Past Allocations

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2017 - 2018		
Organisation name	Support for	Amount granted
Circa Theatre	Circa Theatre & Te Papa "Arts Precinct" Magazine	\$7,500
G.B. Charitable Trust	Coexist - A coexistence WGTN Youth Event.	\$4,000
New Zealand Academy of Fine Arts	Wallace Art Award Exhibition	\$5,000
Ngahuru Charitable Trust Board	Matariki Harbour Challenge 2018	\$4,445
Out Wellington Inc	Pride Festival	\$5,000
Summer Shakespeare Trust Board	Summer Shakespeare 2018 - The Comedy of Errors	\$5,000
Sustainability Trust	Everyone in Warm, Dry, Safe Housing by 2025	\$5,000
Team Wellington Soccer Incorporated	Hosting OFC Game	\$5,000
The Playground New Zealand Ltd	Staff Retention - The Performance Arcade 2018	\$7,500
The Wellington Boys' and Girls' Institute	Challenge for Change- support for Noho Marae and Art project	\$5,000
The Wellington Treasure Trust	LitCrawl Festival 2017	\$10,000
Wellington Independent Arts Trust	Shared Lines: Wellington	\$3,000
Wellington Mutamizh Sangam	Cultural celebration for Indian New Year	\$1,000
Wellington Regional Orchestra Foundation Inc	Arohanui Strings - Wellington Pilot	\$7,550
Wellington Women's Boarding House (Wellington) Inc T/A Wellington Women's House	Wellington Women's House - increased engagement and advocacy of Support Worker	\$4,025
	Total:	\$79,020

City Growth Fund: 2017/18 Payments

Bid Type	Organisation	Initiative	Payments \$000
Arts & Culture			
Event	WCC	WW1 Centenary Commemorations	170
Event	WOW	WOW 30th year anniversary City activation	100
Event	WREDA	Muppets - Jim Henson Retrospectacle	80
Event	WREDA	Beervana	50
Event	WREDA	Visa Wellington on a Plate	75
Event	WIIP	Pride Parade 2018	50
Initiative	WCC	Chinese delegation Mayoral banquet	85
Initiative	WCC	Matariki event programme	250
Total Arts and Culture			860
Film, Innovation & Tech			
Event	Doc Edge Trust	Doc Edge Festival	35
Event	Inspiring Stories	Festival for the Future 2018	10
Event	NZ Institute of IT Professionals	Hosting the ITx2018 Conference	30
Partnership	Miramar Creative	Roxy 5 Short Film Competition	35
Partnership	Miramar Creative	Miramar Film School - Short Course Development	15
Initiative	Young Enterprise Trust	Young Enterprise Trust Wellington Programme	38
Initiative	BizDojo	Tech-hub - Collider programme funding	608
Initiative	WREDA	GovTech Lightning Lab programme	35
Total Film, Innovation & Tech			806
Sport			
Event	WREDA	Rugby League World Cup quarter finals	110
Event	WREDA	Asia Pacific Amateur Golf Championship	30
Event	WREDA	FIFA World Cup qualifying match	95
Event	WREDA	Lions tour and Summer of Cricket City activation	100
Event	WREDA	NZ Special Olympics	81
Event	WCC	ETNZ America's Cup Parade Costs	82
Initiative	WCC	The Sports Events Partnership Fund	150
Partnership		Other initiatives	215
Total Sport			862
Tourism and Economic Infrastructure			
Initiative	WCC	Convention Centre and Movie Museum	794
Initiative		Other initiatives	215
Initiative	OEC	Ocean Exploration Centre resource consent support	65
Total Tourism and Economic Infrastructure			1,074
Total City Growth Fund Payments 2017/18			3,602

City Growth Fund: Unpaid Approved Commitments at 30 June 2018

Bid Type	Organisation	Initiative	2018/19 \$000	2019/20 \$000
Arts & Culture				
Event	WCC	WW1 Centenary Commemorations	184	-
Event	WREDA	Event support	100	-
Film, Innovation & Tech				
Event	Inspiring Stories	Festival for the Future	15	15
Event	NZ Institute of IT Professionals	ITx2020 Conference	-	40
Initiative	WREDA	Lightning Lab GovTech programme	60	-
Initiative	WCC	Review of Tech Hub and Collider Programme	20	-
Partnership	NZX	NZX tickertape signage replacement	98	-
Sport				
Partnership	Various	Sponsorship agreements	135	-
Tourism				
Initiative	OEC	Ocean Exploration Centre resource consent support	135	-
Total City Growth Fund Unpaid Commitments at 30 June 2018			746	55

City Growth Fund – 2017/18 Outcomes

Initiative	Description	Outcomes
Arts & Culture		
WOW City Activation in build up to 30th Anniversary	This initiative sees the beginning of the build up to what will be the 30 th Anniversary of WOW in 2018. Funding has been provided to enable additional city activation for the 2017 event, and promotional planning for the 2018 (30 th Anniversary) event.	<p>The 2017 WOW event was another strong event with attendances again exceeding the previous records. WOW delivers around \$25m of economic benefit to the city.</p> <p>In 2017 a new WOW hub was developed outside of the TSB Arena which was a hugely popular way for the public to engage with the event. The planning for the 30th anniversary of WOW has gone well to ensure this occasion is celebrated appropriately in the coming months.</p>
Muppets Jim Henson Retrospectacle	Wellington hosted the Jim Henson Retrospectacle world exclusive which was a programme of activity showcasing his works including engagement opportunities with the film sector through various VIP events. This culminated in four live performances at the Michael Fowler Centre featuring Wellington's Bret Mackenzie and the NZSO.	<p>This event was a great success with all four live shows sold out with a strong supporting program which was also well attended. Overall the programme contributed \$1.1M to the economy with 25% out of region attendees. It achieved high sentimental praise and pride of place feedback from those surveyed.</p> <p>A significant amount of professional value was also achieved in the film and screen sector engagement with performer talent that we have not seen before.</p> <p>Similarly, there has been high value provided to the City's tertiary education institutions through engagement by the talent with their staff and students.</p>
Chinese Delegation Banquet	Wellington hosted an official delegation from Beijing as part of the New Zealand/China Mayoral Forum including the official banquet. The banquet was an important part of Wellington's hosting of this delegation and returned the hospitality shown to Wellington when our delegation toured Beijing.	<p>This prestigious event saw 436 people attend, including mayors from across New Zealand and China, business leaders, elected members and Chinese delegations accompanying the tour.</p> <p>The tour and delegation banquet were a success.</p>

Initiative	Description	Outcomes
WW1 Centenary Commemorations	<p>This has been a project spanning five financial years commemorating the Centenary of WWI.</p> <p>There has been a strong program supporting the nationwide fields of remembrance program, the Bells project at the Carillion and will conclude in 2018 with the Armistice day commemorations.</p>	<p>Anzac Day 2018 saw the culmination of the white crosses program with 5,270 named crosses on display in the Botanical Gardens representing the fallen Wellingtonians in WW1.</p> <p>The interactive Bells exhibition was unveiled by the Mayor on 30 May at the Carillion. The commemorations events and programming were well attended and have created a great sense of pride amongst Wellingtonians in remembrance of this important part of New Zealand's history.</p>
Beervana	<p>Beervana is NZ's largest celebration of craft beer held at the Westpac Stadium targeting ticket sales of 10,000 showcasing the products of 60 breweries.</p> <p>This event is an important aspect of Wellington's reputation as the craft beer capital and added to our events and cultural calendar being timed to coincide with WVOAP.</p>	<p>This year the event expanded to include an international brewery element and in conjunction with NZTE to deliver "path to market" training around exporting and shipping with the bigger breweries. Travel packages were developed to attract increased out of town attendees targeting Auckland, Christchurch and eastern seaboard of Australia.</p> <p>The attendance for this event greatly exceeded expectations with ticket sales of just under 14,000 people of which approximately 4,600 (33%) were from out of town.</p>
Wellington Visa on a Plate (WVOAP)	<p>WVOAP seeks to promote the greater Wellington region as the premium New Zealand destination for hospitality experiences. WVOAP acts as a cornerstone to the marketing of the Wellington culinary industry throughout Wellington, New Zealand and Australia.</p>	<p>The attendance for this event was just under 8,359 people of which 585 (7%) were from out of town. This event continues to be well supported by Wellingtonians and provides a boost to the hospitality sector in a traditionally quieter period. It showcases our culinary businesses and people and gets people eating out and supporting those businesses.</p>
Pride Parade	<p>The culmination of the celebrations of diversity and our LGBTIQ community, this year we provided increased support to the Wellington International Pride Parade to build exposure and reputation for this event.</p>	<p>The event was successful with 2,700 participants, which was slightly less than expected but a significant increase on the previous year.</p> <p>It is estimated that over 7,000 and</p>

Initiative	Description	Outcomes
	Visitation is expected to exceed 3,000 with groups from around New Zealand participating.	as many as 10,000 spectators lined the streets of Wellington to watch the parade.
Film, Innovation & Tech		
Collider Program (Tech Hub)	2017/18 saw the final year of the funding agreement with BizDojo to deliver the Collider program.	<p>While the year was disrupted with the sale of BizDojo and transfer of the business to its new owners IWG, the Collider program has continued to be delivered.</p> <p>BizDojo, in delivering the Collider program, continues to meet the agreed event numbers, participation rates and satisfaction targets under the funding agreement. This contract concluded at 30 June 2018 and the repayable grant component of the funding will be repaid by 31 August.</p>
Doc Edge Festival	Doc Edge is a niche film festival focussing only on document genre of films. The festival is held at the Roxy cinema in Miramar ran from 9 th – 20 th May 2018. In addition the organisation runs the Docs 4 Schools program (9 th -20 th May) and the Screen Edge Forum (18 th May).	<p>2018 saw the 13th edition of the Doc Edge Film Festival which ran successfully in 2018 and had total attendance of 6,120 across all the events. Festival attendance was 4,441 (a 7% decline on prior years) however audience engagement and feedback was positive.</p> <p>This event is not exclusive to Wellington but provides strong opportunities to connect with our Miramar Film sector and attracts international film makers to Wellington for the series of events.</p>
Roxy5 Short Film Competition and Miramar Film School Short Course Development	These initiatives support two projects being run out of Miramar Creative with focus on improving skills in the film sector – one with school students and one with upskilling people working in the industry.	<p>The Roxy5 Short Film competition was delivered in conjunction with CapitalE and saw huge growth on the prior year with 720 students participating across 60 registered teams (with 39 films completed). This compared to 32 registered teams and 26 films completed in the prior year. The Supreme winner was Wellington College with their film #dreamlife.</p> <p>The Miramar Film School Short Course Programme has grown and has delivered courses on various topics including AR/VR, Creative Entrepreneurs, Creative IP/Commercialisation, and Casting.</p>

Initiative	Description	Outcomes
		Both of these programmes and initiatives ensure Wellington provides a strong pathway for people to learn and develop skills in our film sector.
Young Enterprise Trust (YET) program	This initiative supports the role of a co-ordinator specifically focussed on growing and supporting the YET Program across the Wellington Region. The program seeks to deliver financial education, enterprise skills development and business experiences to school students supporting strong educational paths for young entrepreneurs in the region. This initiative is jointly supported with GWRC.	<p>Since this initiative was supported we have seen significant growth in this program both in the number of schools involved, and the number of students. The outcomes have exceeded expectations with the region now having two Wellington teams competing in the National Competition.</p> <p>Some exciting companies are being founded and entrepreneurial talent identified with three students from the region selected to be part of a 14 strong international business field trip.</p>
Sport		
Rugby League World Cup	The Rugby League World Cup quarter final match featuring the Kiwis hosted at the Westpac Regional Trust Stadium. The target attendance for this event was 20,000.	The quarter final between the Kiwis and Fiji attracted a lower than expected crowd of 11,302. The poor performances of the Kiwis leading up to the quarter final impacted negatively on the crowd size and the target attendance was not met.
Asia Pacific Amateur golf championship	The prestigious Asia Pacific Amateur golf championship hosted at the Royal Wellington Golf Club	<p>The event delivered an economic benefit to the city of \$1.1m based on the incremental expenditure driven by the event.</p> <p>In addition the event was broadcast across the globe to 160 countries attracting a large contingent of 30 accredited international media representatives.</p> <p>A strong legacy program of golf tourism for the region was developed in support of the event and continues.</p>
FIFA World Cup qualifier	The FIFA World Cup qualifying match between the All Whites and Peru hosted at the Westpac Regional Trust Stadium	The All Whites met Peru before a capacity crowd of 37,034 at Westpac Stadium. More than 40% of the ticket sales were sold to people outside of the region delivering an estimated \$8m into the local economy together with

Initiative	Description	Outcomes
		<p>worldwide broadcasting and media attention.</p> <p>37,034 is a record attendance at a football match in New Zealand beating the previous record of 35,179 for the Bahrain world cup qualifier also held at the Stadium in 2009.</p>
Lions Tour and Summer of Cricket	<p>The city played host to the British and Irish Lions during the 2017 tour of New Zealand. During the summer Wellington also hosted international cricket matches at both the Basin Reserve and Westpac Stadium.</p> <p>Funding was provided through WREDA to support the activation of the city in the lead up and during these events, encouraging people to attend the matches and enhancing the event experience to make them want to return to Wellington for future events.</p>	<p>The Lion's tour was made up of two matches spanning two FYs. The All Blacks match in the 2017/18 delivered 38,529 attendees of which 20,035 were from out of town. The event was a huge success and Wellington a popular destination and experience with visitors travelling with this tour.</p> <p>The economic impact of the tour to Wellington was \$36m across the two matches in the same week.</p> <p>The 2017/18 summer of cricket programme achieved attendance of 51,844 across six matches. Investment has ensured Wellington remains a host city of choice for international cricket and our key cricket venues have a regular programme of international cricket.</p>
NZ Special Olympics	<p>Hosting of the 9th National Summer Special Olympics games during Nov/Dec 2017. This event is a sporting event for athletes with intellectual disability. The expectation of 1,300-1,500 athletes plus support staff will participate across a 5 day event program.</p>	<p>More than 3,000 athletes, coaches and team management from around the country competed across 12 venues in the city and region supported by over 600 volunteers.</p> <p>95% of the athletes and support staff attending were from out of town and this event provided a large boost in visitation to the region over the period of the event.</p>
ETNZ America's Cup Parade	<p>This initiative was to ensure Wellingtonians were able to participate in the celebrations of winning the America's Cup and covered the cost of the parade and hosting the crew and management who travelled to attend this event.</p>	<p>This was a hugely successful event and was attended by around 40,000 people. Contrasted with the parades held in Chch and AKI where poor weather hampered their events, the sunny Wellington parade was the highlight of all celebrations across the country and resulted in footage from this event shown repeatedly on media networks both nationally and</p>

Initiative	Description	Outcomes
		around the world.
The Sports Event Partnership Fund	This fund was established through the 2017/18 Annual Plan and is administered within Council by Parks, Sports and Recreation. The aim of the fund was to support the 2 nd tier sporting events in the City.	This fund has been well supported and received by sporting groups and has been fully allocated for 2017/18. Across the program of sporting events significant out of town visitation would have occurred with participants, coaching and management staff, volunteers and supporters generating significant economic benefit.
<i>Tourism and Economic Infrastructure</i>		
Convention Centre and Movie Museum	This project if approved will deliver a much needed convention centre and significant new visitor attraction to the City's visitor attraction infrastructure.	This represents the land holding costs and feasibility works and negotiations have been progressed during 2017/18.
Ocean Exploration Centre	This project is in support of the resource consent process for the Ocean Exploration Centre.	This project has progressed and the feasibility and consent process is ongoing.

The following projects have received funding in 2017/18 however the project has not been completed or reports not yet due. Outcomes will be reported in the next Committee report:

- Festival for the Future 2018
- ITx2018 Conference
- GovTech Lightning Lab
- Matariki

UPDATED FORWARD PROGRAMME FOR CITY STRATEGY COMMITTEE MEETINGS 2018

Purpose

1. This report provides an updated copy of the City Strategy Committee's Forward Programme for 2018.

Summary

2. This updated Forward Programme sets out the strategy, policy and briefing reports that are planned for City Strategy Committee meetings for 2018.
3. The Forward Programme includes both large scale strategy and policy documents, projects, unit work streams, and also a number of operational reports that require committee consideration.
4. The Forward Programme is a working document that is subject to change on a regular basis.
5. A number of items are listed which do not have as yet agreed reporting timeframes. These have been added separately to ensure that the Committee has visibility of the fuller work programme. These will be included as scheduled items, as dates are confirmed.

Recommendation/s

That the City Strategy Committee:

1. Receives the information.
2. Notes the attached forward programme.

Attachments

Attachment 1. Updated CSC meeting forward programme 2018 [↓](#) 

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Author	Angela Sopp, Senior Democracy Advisor
Authoriser	Penny Langley, Democracy Services Manager Kane Patena, Director, Strategy and Governance

SUPPORTING INFORMATION

Engagement and Consultation

Not applicable for this report.

Treaty of Waitangi considerations

Not applicable for this report.

Financial implications

Not applicable for this report.

Policy and legislative implications

Timeframes and deliverables are reliant on organisational resourcing and priorities.

Risks / legal

Not applicable for this report.

Climate Change impact and considerations

Not applicable for this report.

Communications Plan

Not applicable for this report.

Health and Safety Impact considered

Not applicable for this report.

Updated CSC Forward Programme: this is a working draft, the content is subject to change

	Date	Meetings	Report Title	Description	Officer	ELT	Portfolio leader	Priority
CSC meeting 6 Sept	6 Sep rescheduled from 16 Aug	City Strategy Committee	Youth Engagement Framework	Youth Council has developed a framework for WCC officers to engage with young people. This paper presents the framework to Councillors.	Mike Oates	K Patena	Deputy Mayor	BAU, Priority 2
	6 Sep	City Strategy Committee	Our City Tomorrow Outcomes and the Planning for Growth Project	An update on the outcomes of the Our City Tomorrow process, and will also outline the purpose, scope, timeframes and engagement process for the Planning for Growth work (review of the Urban Growth Plan and District Plan review). Will be seeking agreement to the process and programme of work	John McSweeney	D Chick	Cr Foster	BAU, Priority 2
CSC meeting 13 Sept	13 Sept rescheduled from 9 Aug	City Strategy Committee	Accessibility Advisory Group and Pacific Advisory Group annual reports	Annual reports for AAG and PAG for 2016 and 2017 are due.	Dominic Tay / Angela Sopp	K Patena	Deputy Mayor	BAU, Priority 2
	13 Sept rescheduled from 23 Aug	City Strategy Committee	Adopting a new Fire Prevention bylaw	A technical report responding to changes in the Fire Service. This is the pre-consultation report. A post-consultation report will go to CSC in mid November and the final report will go to Council before Christmas.	Geoff Lawson	K Patena	Cr Pannett / Cr Sparrow	BAU, Priority 2
	13 Sep	City Strategy Committee	Reserves Naming	This is for Stebbings and Woodridge	Bec Ramsay	B McKerrow	Cr Gilbert / Cr Fitzsimons	Statutory Requirement, Priority 3
	13 Sep	City Strategy Committee	Traffic Resolutions	The third round of traffic resolutions (standard) for 17 locations	Lindsey Hill	D Chick	Cr Calvi-Freeman	BAU, Priority 2
CSC meeting 20 Sept	20 Sep	City Strategy Committee	Draft Parking Policy	for consultation	Geoff Lawson	D Chick	Cr Calvi-Freeman	BAU, Priority 2
	20 Sept Rescheduled from 9 Aug	City Strategy Committee	Review of 24 Hour Car Parking Scheme	This is for Miramar	Lindsey Hill	D Chick	Cr Calvi-Freeman	BAU, Priority 2
	20 Sept Rescheduled from 9 Aug	City Strategy Committee	Hawkins Hill Right of Way	Paper seeking approval for a new Right of Way and formalising a shared payment of existing Right of Way.	Joel De Boer / Paul Andrews	B McKerrow	Cr Gilbert	BAU, Priority 2
	20 Sep	City Strategy Committee	Proposed new lease under the Reserves Act 1977 – 86 Clark Street House	To recommend to committee to approve a new premises lease to Mountains To Sea Trust in 86 Clark Street Khandallah	Bec Ramsay	B McKerrow	Cr Gilbert	BAU, Priority 2
	20 Sep	City Strategy Committee	Priority Building Consultation	Paper outlining the consultation process that will be undertaken	Baz Kaufman	D Chick	Cr Pannett	Triennium Plan, Priority 1
	20 Sep	City Strategy Committee	Forward Programme	An updated forward programme (CSC) will be provided to Councillors for discussion	Angela Sopp / Penny Langley	K Patena	Cr Pannett	BAU, Priority 2

	Date	Meetings	Report Title	Description	Officer	ELT	Portfolio leader	Priority
CSC meeting 26 Sept	26 Sep	City Strategy Committee	Annual Report	Agree to recommend that Council adopt the Annual Report. A special CSC meeting will need to be scheduled on the same day as the Council meeting for this report to be recommended for adoption by Council.	Bronwen Green/Lloyd Jowsey	K Patena	Deputy Mayor	Statutory Requirement
TBA 3rd Quarter	TBA	City Strategy Committee	Regional Waste Management Bylaw	Approval of the draft regional waste management bylaw as part of the regional waste management strategy	Mike Mendonca	D Chick	Cr Pannett	Triennium Plan, Priority 1
	TBA	City Strategy Committee	Smokefree Action Plan	The current plan has a limited timeframe and needs to reflect the 2025 commitment	Leila Martley	K Patena	Cr Dawson	BAU, Priority 2
	TBA rescheduled from 23 Aug	City Strategy Committee	Positive Aging Strategy	Reviewing and updating the current strategy	Anna Marie Millar / Jenny Raines	B McKerrow	Cr Dawson	Triennium Plan, Priority 1
	TBA	City Strategy Committee	Leisure Card Review	Scoping Paper	Ali Whitton	B McKerrow	Cr Fitzsimons	BAU, Priority 2
	TBA	City Strategy Committee	Amending the Development Contributions Policy	The purpose of this report is to present the changes to the Council's Developments Contributions Policy to the Committee. This report outlines the minor editorial changes to the Policy. A more thorough review of the Policy is to take place during 2018-19 financial year.	Deirdre Reidy	Andy Matthews	Cr Foster	BAU, Priority 2
	TBA	City Strategy Committee	Trade Waste Charges Policy update	The current policy is out of date	Moana Mackey / Mike Mendonca / Geoff Lawson	D Chick	Cr Pannett	BAU, Priority 2
	TBA rescheduled from 9 Aug	City Strategy Committee	Traffic Resolutions - Electric Vehicles	The report requests approval for approx 35 electric vehicle car park spaces which require traffic resolutions.	Tom Pettit / Lindsey Hill	D Chick	Cr Calvi-Freeman	BAU, Priority 2
	TBA	City Strategy Committee	Northern Reserves Management Plan Review	Scheduled for review, needs to be considered alongside wider urban growth plans for the northern area	Mitch Lendowski / Paul Andrews	B McKerrow	Cr Gilbert	BAU, Priority 2
	TBA scheduled for 3rd quarter	City Strategy Committee	City Arts and Culture Strategy		Jim Robertson	B McKerrow / K Patena	Mayor / Cr Young	Triennium Plan, Priority 1
2018 - Fourth Quarter (October to December)								
CSC meeting 4 Oct	4 Oct	City Strategy Committee	Wrights Hill DoC Land	Proposal for WCC to control and manage this land on behalf of DoC	Bec Ramsay	B McKerrow	Cr Gilbert	BAU, Priority 2
	4 Oct	City Strategy Committee	Outer Green Belt Management Plan	Committee to approve draft plan for consultation	Bec Ramsay	B McKerrow	Cr Gilbert	BAU, Priority 2
CSC meeting 11 Oct	11 Oct	City Strategy Committee	Earthquake Prone Priority Buildings Policy for Consultation	Consultation required under the Building Act and consideration of emergency routes. Workshop will be conducted in early September, followed by a report to Committee in October.	Geoff Lawson / Jim Lewis	D Chick	Cr Pannett	BAU, Priority 2

	Date	Meetings	Report Title	Description	Officer	ELT	Portfolio leader	Priority
CSC meeting 18 Oct	18 Oct	City Strategy Committee	Forward Programme	An updated forward programme (CSC) will be provided to Councillors for discussion	Angela Sopp / Penny Langley	K Patena	Cr Pannett	BAU, Priority 2
CSC meeting 22 Nov	22 Nov	City Strategy Committee	Forward Programme	An updated forward programme (CSC) will be provided to Councillors for discussion	Angela Sopp / Penny Langley	K Patena	Cr Pannett	BAU, Priority 2
TBA 4th Quarter	TBA	City Strategy Committee	Earthquake Prone Priority Buildings Policy for Consultation	Consultation required under the Building Act and consideration of emergency routes.	Geoff Lawson / Jim Lewis	D Chick	Cr Pannett	BAU, Priority 2
	TBA	City Strategy Committee	Liquor Control Bylaw oral hearings	The current bylaw requires review by December 2018	Policy	K Patena	Cr Dawson	Statutory Requirement, Priority 3
	TBA	City Strategy Committee	Wellington Urban Cycling Programme - Newtown	Recommendations for Newtown cycleway project	Paul Barker	D Chick	Cr Free	Triennium Plan, Priority 1
	TBA	City Strategy Committee	Revoking sections of the Local Public Health bylaw	The passing of the food Act requires the Council to revoke redundant conditions in this bylaw	Geoff Lawson	K Patena	Cr Gilbert	Statutory Requirement, Priority 3
	TBA	City Strategy Committee	Review of Standing Orders and incorporating tikanga into Council meetings	This paper will recommend changes to Standing Orders including the incorporation of tikanga into Council meetings	Penny Langley	K Patena	Deputy Mayor	BAU, Priority 2

2018 - Papers to be scheduled								
	City Strategy Committee	Te Whare Okioki (Wet House)	Paper giving an update on progress by lead agencies	Jenny Raines / Phil Becker	D Chick	Cr Dawson	Triennium Plan, Priority 1	
	City Strategy Committee	Let's Get Welly Moving	Recommend report go to Council for adoption	Anna Harley	D Chick	Mayor / Cr Calvi-Freeman	Triennium Plan, Priority 1	
	City Strategy Committee	Review of Terms of Reference for Advisory and Reference Groups	Paper asking for approval to review all Advisory and Reference Group Terms of Reference - to update and improve consistency	Penny Langley / Baz Kaufman	K Patena	Deputy Mayor / Cr Calvert	BAU, Priority 2	
	City Strategy Committee	Regional Land Transport Plan	GWRC develop this plan every three years, in line with the LTP years. As part of implementaiton with the RCA's the plan is constantly reviewed.	Gunther Wild	D Chick	Cr Calvi-Freeman/ Cr Free	BAU, Priority 2	
	City Strategy Committee	Footpath Management Policy	Review the footpath management policy following the Public Places Bylaw review	Policy	K Patena	Cr Free	BAU, Priority 2	
	City Strategy Committee	Landfill Stage 4 consent and future strategy	Currently seeking legal advice	Emily Taylor Hall	D Chick	Cr Pannett	BAU, Priority 2	
	City Strategy Committee	Wellington Biosolids Disposal	Options for the future disposal of Wellington's biosolids. Options under investigation with Wellington Water, currently consented to 2026	Emily Taylor Hall	D Chick	Cr Pannett	Triennium Plan, Priority 1	

	Date	Meetings	Report Title	Description	Officer	ELT	Portfolio leader	Priority
		City Strategy Committee	Coastal Resilience Strategy	Developing an adaption strategy as one of the actions of the resilience strategy for the city's/regions coast. Report back on next steps for Island Bay's seawall and The Esplanade. This work is being rolled into The Resilience Strategy/Climate Adaption Plan	Moana Mackey / Derek Baxter	B McKerrow	Cr Lee/ Cr Sparrow/ Cr Pannett	BAU, Priority 2
		City Strategy Committee	Climate Adaption Action Plan	Adapting to climate driven change - toward a framework and approach for making long-term decisions such as locating, upgrading or moving key infrastructure and defending or abandoning assets) that will be affected by future climate change effects. Very early days. Working with Hutt City Council to develop a shared approach but with enough flexibility to accomodate unique aspects of	Tom Pettit	D Chick	Cr Lee	Triennium Plan, Priority 1
		City Strategy Committee	Civic Precinct Redevelopment	Future options for the Civic Precinct, including the upgrade and redevelopment of the Town Hall.	Ian Pike/ P Brennan	K Lavery	Mayor	Triennium Plan, Priority 1
		City Strategy Committee	Miramar Peninsula (Watts and Strathmore Park)	Planning for the development of Miramar Peninsula	Ian Pike	D Chick	Cr Foster	BAU, Priority 2
		City Strategy Committee	Regional Sport and Active Recreation Plan	Seek Committee agreement to the plan	Joel de Boer/Paul Andrews	B McKerrow	Cr Fitzsimons / Cr Woolf	BAU, Priority 2
		City Strategy Committee	Karori Community Plan	Development of a community plan for Karori with wide community engagement	Anna Harley	D Chick	Cr Foster/ Cr Calvert	Triennium Plan, Priority 1
		City Strategy Committee	Speed Limits - CBD and Suburban	Recommendations on changing speed limits in the CBD and around school areas	Paul Barker	D Chick	Cr Calvi-Freeman	Triennium Plan, Priority 1
		City Strategy Committee	Housing Accord Monitoring Report	Reporting against the Housing Accord	Anna Harley	D Chick	Cr Dawson	BAU, Priority 2
		City Strategy Committee	Resilience Strategy updates		Mike Medonca	D Chick	Mayor	Triennium Plan, Priority 1
		City Strategy Committee	Waste Management Seed Fund approvals		Mark Farrar	D Chick	Cr Pannett	BAU, Priority 2
		City Strategy Committee	Iwi partnerships update		Nicky Karu	K Patena	Deputy Mayor	BAU, Priority 2
		City Strategy Committee	Urban Development Agency options	This was added by Councillors amendment at the CSC meeting 8 March 2018	Mitch Lendowski	D Chick	Cr Foster	Triennium Plan, Priority 1
		City Strategy Committee	Bus Priority Programme	This was added by Councillors amendment at the CSC meeting 8 March 2018	Anna Harley	D Chick	Cr Free / Cr Calvi-Freeman	Triennium Plan, Priority 1
		City Strategy Committee	Community Water Resilience (for households)	This was added by Councillors amendment at the CSC meeting 17 May 2018		D Chick	Cr Sparrow / Cr Pannett	Triennium Plan, Priority 1
		City Strategy Committee	Review of the Shelly Bay Project	This was added by Councillors amendment at the CSC meeting 17 May 2018		D Chick		BAU, Priority 2

	Date	Meetings	Report Title	Description	Officer	ELT	Portfolio leader	Priority
		City Strategy Committee	Approach to Litter in Wellington	This was added by Councillors amendment at the CSC meeting 17 May 2018		B McKerrow	Cr Dawson	BAU, Priority 2
2019 - Papers to be scheduled								
		City Strategy Committee	Child Friendly Framework	This was added by Councillors amendment at the CSC meeting 7 Dec 2017	Policy	K Patena	Deputy Mayor	Triennium Plan, Priority 1
		City Strategy Committee	Naming Policy	This was added by Councillors amendment at the CSC meeting 14 June 2018	Joel de Boer/Paul Andrews	B McKerrow		BAU, Priority 2
		City Strategy Committee	Remuneration Authority Report	Reporting to the Authority on governance pool remuneration and related issues	Democracy Services	K Patena	Deputy Mayor	BAU, Priority 2
		City Strategy Committee	South Coast Management Plan review	A Reserves Management Plan prepared under the Reserves Act 1977. Current plan over 10 years old and planning in the coastal environment has undergone significant change since 2002.	Bec Ramsey / Tom Pettit	B McKerrow/ D Chick	Cr Gilbert	BAU, Priority 2
		City Strategy Committee	Regional Waste Management and Minimisation Plan	Papers on implementation actions of WMMP, including regional bylaw, optimal waste collection services etc.	Emily Taylor Hall	D Chick	Cr Pannett	Triennium Plan, Priority 1
		City Strategy Committee	Advisory and Reference Group Annual Reports	Reporting will cover the June 2018 to June 2019 period	Penny Langley	K Patena	Deputy Mayor	BAU, Priority 2

Legend:

- New or rescheduled items
- Public Excluded item

INTRODUCTION OF WEEKEND PARKING FEES

Purpose

1. This report asks the City Strategy Committee resolve to introduce a parking fee during weekends in the CBD.

Summary

2. This report outlines a proposal to introduce weekend parking fees in the central city. The proposal follows on from the approval of the Long Term Plan 2018-2028 (LTP) on 27 June 2018, which examined the introduction of a fee in a wider context. The aim of the fee is to encourage turnover of parking spaces and to transfer the cost of parking from the businesses paying the Downtown targeted rate, to the users of on-street parking. The Parking activity is 100% user funded with any excess revenue used to offset rates increases.

Recommendation/s

That the City Strategy Committee:

1. Receive the information
2. Note the proposal has been canvassed with the public as part of the Long term Plan process and, as statutorily required, on notification of the proposed resolution.
3. Note feedback from the general public as part of the LTP process and following the public notification of the proposal.
4. Approve the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008 to implement parking fees between the 08:00am and 06:00pm on Saturdays and Sundays in the areas indicated on the Parking Fee Areas map (refer Attachment 2)
5. Approve weekend parking fees of \$2.50 per hour in all areas with a weekday rate of \$3.00 and above and a rate of \$1.50 per hour in all areas with a weekday rate of less than \$3.00 (refer Attachment 2)

Background

3. The LTP, approved by Council on 27 June 2018, included a proposal to remove the Retail Support (free weekend parking) activity which was funded through the Downtown targeted rate. As outlined as part of the LTP the reasons for this were;
 - the central city retail sector has a unique offering in the Wellington region, is attractive to shoppers and there is significant demand for parking spaces
 - we want to encourage greater use of public transport and active transport modes in the weekend
 - we are not currently fully recovering lost parking revenue through the Downtown targeted rate.

Discussion

4. During the LTP consultation the public were consulted on the Cycling Master Plan, Let's Get Wellington Moving, Introduction of Weekend Parking Fees as well as other Transport Related Initiatives.
5. Results of this consultation, from over 2000 responses were that 38% of submissions were in support of introducing weekend parking charges with 47% opposing it. The remaining responses (15%) were indifferent to the proposal.
6. To comply with the Wellington City Council Consolidated bylaw 2008 (see attachment 3) the proposed traffic resolution, required to legally implement the proposed fee change, was publicly notified in the Dominion Post on 23 July 2018 (refer Attachment 1) and placed on Council's website, with the public invited to provide any comments in writing.
7. Results from the later feedback showed significantly less uptake (599 submitters). Of those that submitted, 8% were in support of the initiative, with 92% unsupportive (see attachment 4).






Options

8. One option is not to pass the proposed resolution. However, by failing to pass the proposed resolution Council would be acting inconsistently with a prior decision taken in the wider context of the Council's Long Term Plan. Also, if the proposal is not approved, WCC will not fully deliver on the Council's objectives to encourage turnover of parking spaces, and Council will not have sufficient income to cover all planned costs in the current year and will have to further increase rates in future years to recover the lost parking revenue.

Next Actions

9. 29 August 2018 – Report to Council meeting for approval.
- 30 August 2018 – Start public awareness campaign of the approved changes. This include social media, Council's website, mainstream Media.
- 1 & 2 September – Place flyers on vehicles parked in the central city.
- 8 September 2018 – Commence enforcement.

Attachments

Attachment 1.	Public Notification in The Dominion Post on 23 July 2018 ↓ 	Page 55
Attachment 2.	Map of Weekend Parking Fee Areas ↓ 	Page 56
Attachment 3.	Extract from WCC Consolidated Bylaw Part 7 ↓ 	Page 57
Attachment 4.	Public Comment Following Notification on 23 July 2018 ↓ 	Page 58
Attachment 5.	Proposed Traffic Resolution ↓ 	Page 59

Author	JT Schutte, Commercial Operations Team Leader
Authoriser	Barbara McKerrow, Chief Operating Officer Jim Robertson, Chief Advisor

SUPPORTING INFORMATION

Engagement and Consultation

During the LTP consultation process Council received 2067 responses. During this consultation 38% of submissions were in support of introducing weekend parking with 47% opposing it. 14% were indifferent to the proposal.

Following the public notification of 23 July 2018 Council received 599 submissions with 8% supporting the proposal (refer Attachment 4). Due to the extensive consultation process followed during the LTP the resolution's public notification was more narrowly focused and concentrated on the introduction of weekend parking fees only, without referencing the wider benefits such as car park availability.

The verbatim comments of the resolution feedback are summarised in Table 1.

1. **Table 1: Summary of Verbatim Comments**

Verbatim comment	Distribution
Opposed to proposal	
Impact on leisure time in central city	32%
Impact on Businesses in central city	30%
Concerns about cost of parking	27%
Impact on residence in central city, residence and coupon areas	4%
Supporting proposal	
Promoting public transport	3%
Fair usage of Council services	2%
Turnover of parking spaces	1%
Congestion	1%
	100%

Treaty of Waitangi considerations

Not applicable for this report.

Financial implications

The forecast revenue from the introduction of these fees is \$2 million. Rejection of this proposal will lead to insufficient income to cover all planned costs in the current year and rates will have to be further increased in future years to recover the lost parking revenue.

Policy and legislative implications

In terms of the Wellington City Council Consolidated Bylaw 2008, a traffic resolution needs to be approved. See attached.

Risks / legal

Not applicable for this report.

Climate Change impact and considerations

Not applicable for this report.

Communications Plan

- 30 August 2018 – Start public awareness campaign of the approved changes. This include social media, Council’s website, mainstream Media.
- 1 & 2 September – Place flyers on vehicles parked in the central city.

Health and Safety Impact considered

Not applicable for this report.

Proposed traffic resolution
Replace free on-street parking in the central city during weekends
with a user pays parking fee

Attachment 1

Public Notification in The Dominion Post Newspaper on 23 July 2018

Introduction of Weekend Parking Fees in the City Centre

The Council is proposing to introduce hourly parking fees in the city centre during the weekend.

A report will be presented to Councillors in August.

For more information please see the 'Have Your Say' section on the Council's Website – wellington.govt.nz or call 04 499 4444

Wellington City Council
101 Wakefield Street
PO Box 2199, Wellington 6140
Wellington.govt.nz

**Absolutely Positively
Wellington City Council**
Me Heke Ki Pōneke

Proposed traffic resolution
Replace free on-street parking in the central city during weekends
with a user pays parking fee

Attachment 3

Extract from WCC Consolidated Bylaw Part 7

11. Provision for resolutions

- 11.1 The Council may by resolution impose such prohibitions, restrictions, controls, or directions concerning the use by traffic or otherwise of any road or other area or building controlled by the Council unless the restriction / control / prohibition / direction is already provided for in a relevant enactment or Land Transport Rule (in which case a Council resolution is not required).
- 11.2 Any resolution may:
- a) Be made in respect of a specified class, type or description of vehicle, and may be revoked or amended by the Council.
 - b) Be expressed or limited to apply only on specified days, or between specified times, or in respect of specified events or classes of events, or be limited to specified maximum periods of time.
 - c) Also, where appropriate, prescribe, abolish or amend fees, whether annual, hourly or otherwise, as the Council may reasonably require for any parking space, parking area, building, transport station, or residents coupon parking scheme; and may prescribe the methods of displaying appropriate receipts for payments, or other authority to use or park in such spaces buildings or areas.
 - d) In respect of any resolution made in terms of this Bylaw, specify a minimum number of occupants in any private motor vehicle.
 - e) Be made in respect of any defined part of a road, including, any defined footpath, carriageway or lane.

12. Public notification

- 12.1 Any resolution proposed under this Part shall be placed on the Council's website at least 14 days before the Council considers it. Any person may provide comments, in writing, on the proposed resolution and those comments will be considered by the Council before it makes a resolution. Any person who has made written comments may request to be heard by the Council and it is at the Council's sole discretion whether to allow that request.

Proposed traffic resolution
 Replace free on-street parking in the central city during weekends
 with a user pays parking fee

Attachment 4

Public Feedback

Category Name: Introduction of Weekend Parking Fees in CBD		
Total number of submitters: 599		
Question: Do you agree with the proposal?		
Decision Sought	Number of submitters who selected this option	%
Yes	46	7.68%
No	553	92.32%

1-Weekend Parking Fees in CBD

Decision Sought	Percentage
Yes	7.68%
No	92.32%



PROPOSED TRAFFIC RESOLUTION

- Location :** Wellington Central Business District
- Proposal:** Replace free on-street parking in the central city during weekends with a user pays parking fee.
- Information:** Currently on-street parking is free of charge on Saturdays and Sundays
- I. Weekend parking fees be implemented from 8 September 2018.
 - II. A rate of \$2.50 per hour be applied in all areas with a weekday rate of \$3.00 and above.
 - III. A rate of \$1.50 per hour be applied in all areas with a weekday rate of less than \$3.00.
 - IV. A full-day weekend central city trade coupon be introduced at a rate of \$22.50
 - V. Parking time limits remain unchanged.

Key Dates:

23 July 2018	Advertisement in the Dominion Post Newspaper
23 July 2018	Feedback period opens
07 August 2018	Feedback period closes
23 August 2018	Report sent to City Strategy Committee for approval
29 August 2018	Report sent to Council for approval
08 September 2018	Enforcement start

Prepared By : JT Schutte
Commercial Operation Team Leader – Parking Services

Approved By : Barbara McKerrow
Chief Operating Officer, Customer & Community

Approved By : Jim Robertson
Manager Community Networks, Coo-Community Networks (Acting)

Date: 15 August 2018

Comments:

Wellington City Council

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New Zealand

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Wellington.govt.nz

INCREASE OF COUPON PARKING AND PERMIT FEES

Purpose

1. This report asks the City Strategy Committee to approve an increase in parking coupon and permit charges.

Summary

2. This report outlines a proposal to increase parking coupon and permit charges from 1 September 2018. The proposal is in line with Council's Revenue and Financing Policy and was approved as part of the Long Term Plan 2018-2028 on 27 June 2018.

Recommendation/s

That the City Strategy Committee:

1. Receive the information;
2. Note that there have been no changes to our coupon or permit pricing since 2010.
3. Note the feedback from the general public following the public notification of the proposal;
4. Approve the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008 to implement an increase in parking coupon and permit fees as outlined in Table 1 below.

Background

3. Section 7.2 of the Revenue and Financing Policy outlines the benefit and who should pay for the service (see attachment 2). According to the policy the people making use of on-street parking should contribute 100% to the cost of maintaining and improving access to on-street parking. In line with that policy, we propose changes to the parking coupon and permit fees.
4. There have been no changes to our coupon or permit pricing since 2010, yet Council's costs in running the services have seen inflationary cost increases each year.
5. The proposed fee changes were included in the Long Term Plan 2018-2028 consultation process and approved on 27 June 2018.

Discussion

6. Our Revenue and Financing Policy guides our decisions on how to fund Council services. Under the policy, we take into account who benefits from a service (individuals, parts of the community, or the community as a whole) to help us determine how the service should be funded. The policy sets targets for each Council activity, determining what proportion should be funded from the various sources of income, such as user charges, general rates and target rates. As the users of a residence and coupon permit receive exclusive benefit this service is 100% user funded.

Table 1 : Proposed Changes to Parking Coupon and Permit fees

Type of parking coupon	Current fee	Proposed fee
Parking coupon – monthly	\$120	\$135
Parking coupon – daily	\$7.50	\$8.50
Parking coupon – trade (city centre) full day	\$40	\$45
Parking coupon – trade (city centre) half day	\$20	\$22.50
Parking coupon – trade (suburb) full day	\$7.50	\$8.50

Type of parking permit	Current fee	Proposed fee
Resident parking permit (12 months)	\$115	\$126.50
Resident parking permit (1 month)	\$10.00	\$11.00
Exemption parking permit (12 months)	\$65	\$71.50
Guesthouse parking permit (10 permits)	\$17	\$18.70
Loading zone parking permit (12 months)	\$55	\$60.50





Options

- If Council does not approve the increase in Coupon and Residence permit fees the cost associated with maintaining road makings, signage and administration of the residence and coupon permit schemes will need to be partially funded by rates.

Next Actions

- 29 August 2018 – Report to Council meeting for approval.
- 3 September 2018 – Update Council’s website and application forms to reflect new fees
- 3 September 2018 – Introduction of new fees

Attachments

- Attachment 1. Public Notification in The Dominion Post on 23 July 2018 [↓](#)  Page 65
- Attachment 2. Extract from Revenue and Financing Policy [↓](#)  Page 66
- Attachment 3. Public Feedback [↓](#)  Page 68
- Attachment 4. Proposed Traffic Resolution [↓](#)  Page 69

Author	JT Schutte, Commercial Operations Team Leader
Authoriser	Barbara McKerrow, Chief Operating Officer Jim Robertson, Chief Advisor

SUPPORTING INFORMATION

Engagement and Consultation

The proposed fee changes were included in the Long Terms Plan 2018-2028 consultation process and approved on 27 June 2018. The parking fees were not introduced on 1 July 2018 due to the need for a separate public notification process as outlined in the Wellington Consolidated Bylaw 2008 Part 7: Traffic.

To comply with the bylaw the proposed traffic resolution, required to legally implement the proposed fee increase, was publicly notified in the Dominion Post on 23 July 2018 (refer Attachment 1) and placed on Council's website, with the public invited to provide any comments in writing. As a result 42 submissions were received with 12% supporting the proposal (refer Attachment 3). The verbatim comments are summarised in Table 2.

2. Table 2 : Summary of Verbatim Comment

Verbatim comment	Distribution
Opposed to proposal	
Concerns about cost of parking	65%
Limited access to residential zone parking	23%
Supporting proposal	
Fair usage of Council services	12%
	100%

Treaty of Waitangi considerations

Not applicable for this report.

Financial implications

Increases in line with Council's Revenue and Financing Policy and approved as part of the long term plan on 27 June 2018. Funding applied to the maintenance of the residence permit scheme

Policy and legislative implications

The proposed fees are in line with Council's Revenue and Financing Policy. Under the Wellington Consolidated Bylaw 2008 Part 7: Traffic, a traffic resolution will need to be approved to effect the changes.

Risks / legal

Not applicable for this report.

Climate Change impact and considerations

Not applicable for this report.

Communications Plan

Council will make the below changes on Monday 3 September 2018:

- Update coupons and permit application forms;

- Updates to Council’s website.

Health and Safety Impact considered
Not applicable for this report.

Proposed traffic resolution
Increase in parking coupon and permit charges

Attachment 1

Public Notification in The Dominion Post Newspaper on 23 July 2018

Annual Review of Coupon Parking and Permit Charges

The Council is reviewing parking coupon and permit fees.
A report will be presented to Councillors in August.

**For more information please see the 'Have Your Say' section
on the Council's Website – wellington.govt.nz or call
04 499 4444**

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PO Box 2199, Wellington 6140
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Attachment 2

Extract from Revenue and Financing Policy

7.2 Parking

ACTIVITY 7.2.1: PARKING

The Council provides short-term, metered roadside car parks in the city centre. We aim to have a high turnover of these parks. We also operate coupon and resident parking in areas to give city dwellers on the fringe of the central business district some relief from the daily influx of commuters.

Community outcome

This activity contributes towards the following outcome

- *People-centred City* – central city car and motorbike parking is important for shoppers, people working in the city, visitors to the city, and people coming in to the city for recreational activities. It is also necessary to allow for goods to be picked up and delivered throughout the city. The provision of car parking helps make Wellington a liveable, prosperous city.

Who Benefits?	
Individuals	75%
Whole community	25%

The direct beneficiaries of the Council's parking services are clearly those people who use car parks. These benefits are private and exclusive. Two people cannot use the same car park at the same time and it is appropriate to charge people for using car parks. The Council's parking services operate in competition with other private sector providers.

It might also be argued that retailers benefit directly from the Council's provision of car parks. However, there is no practical way of assessing whether people are using car parks to go shopping or for other purposes such as recreation.

The community as a whole also receives benefits from the Council's parking activities. On-street car parking is time limited to encourage a high turnover of parks, as this helps bring people into the city and benefits the commercial sector. All ratepayers benefit from the income derived from this activity, as it offsets the cost of providing the vehicle network.

Who should pay	
Individuals	100%

Since the principal benefit from the Council's parking services is to identifiable individuals it is appropriate for them to bear the costs through user charges.

Proposed traffic resolution
Increase in parking coupon and permit charges

While it might be argued general ratepayers should meet 25 percent of the costs, reflecting the benefit to the community as a whole, this would be inappropriate for a number of reasons. First, the level of demand for car parks suggests people using them believe they represent good value.

As the principal benefit is to these individuals, it is appropriate to set user charges at a level the market will accept. Second, the Council's parking services operate in competition with private car park operators and setting lower fees would unfairly disadvantage those operators and potentially reduce the supply of off-street parking in the city. Third, the individuals using car parking spaces also benefit through being able to use ratepayer-funded roads and footpaths, and their contribution through parking fees offsets the cost of providing these services.

This activity recovers significantly more revenue, through enforcement and meter charges than the operating costs. The Council believes this is appropriate as it supports our transport and retail policies. These policies aim to improve access to on-street parking and increase turnover of parking.

Our funding targets: operating expenses

Our funding targets: operating expenses

Individuals	75%
Whole community	25%

Attachment 3

Public feedback

Increase in Coupon Parking and Permits

Category Name: 1-Increase Coupon Parking and Permits		
Question: Do you agree with this proposal?		
Total number of responses: 42		
Decision Sought	Number of submitters who selected this option	%
Yes	5	12.20%
No	36	87.80%

1-Increase in Coupon Parking and Permits Fees

The bar chart displays the distribution of responses for the proposal. The 'Yes' response is represented by a light blue bar at approximately 12.2% on the y-axis. The 'No' response is represented by a taller light blue bar at approximately 87.8% on the y-axis. The y-axis is labeled from 0% to 100% in 20% increments. The x-axis labels are 'Yes' and 'No'.

Decision Sought	Percentage
Yes	12.20%
No	87.80%



PROPOSED TRAFFIC RESOLUTION

Location : Wellington Residential Parking Zones

Proposal: Increase in parking coupon & permit charges

Information: Our Revenue and Financing Policy guides our decisions on how to fund Council services. Under the policy, we take into account who benefits from a service (individuals, parts of the community, or the community as a whole) to help us to determine how the service should be funded.

The policy sets targets for each Council activity, determining what proportion should be funded from the various sources of income, such as user charges, general rates and target rates.

We propose making the below changes to the parking coupon and permit fees:

Type of parking coupon	Current fee	Proposed fee
Parking coupon – monthly	\$120	\$135
Parking coupon – daily	\$7.50	\$8.50
Parking coupon – trade (city centre) full day	\$40	\$45
Parking coupon – trade (city centre) half day	\$20	\$22.50
Parking coupon – trade (suburb) full day	\$7.50	\$8.50

Type of parking permit	Current fee	Proposed fee
Resident parking permit (12 months)	\$115	\$126.50
Exemption parking permit (12 months)	\$65	\$71.50
Guesthouse parking permit (10 permits)	\$17	\$18.70
Loading zone parking permit (12 months)	\$55	\$60.50

Key Dates:

23 July 2018	Advertisement in the Dominion Post Newspaper
23 July 2018	Feedback period opens
07 August 2018	Feedback period closes
23 August 2018	Report sent to City Strategy Committee for approval
29 August 2018	Report sent to Council for approval
01 September 2018	Implementation

Prepared By : **JT Schutte**
Commercial Operation Team Leader – Parking Services

Approved By : **Barbara McKerrow**

Wellington City Council

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Proposed traffic resolution
Increase in parking coupon and permit charges

Chief Operating Officer, Customer & Community

Approved By : **Jim Robertson**
Manager Community Networks, Coo-Community Networks (Acting)

Date: 15 August 2018

Comments:

5. Committee Reports

REPORT OF THE GRANTS SUBCOMMITTEE MEETING OF 15 AUGUST 2018

Members: Mayor Lester, Councillor Dawson, Councillor Day, Councillor Free (Chair), Councillor Gilberd, Councillor Young.

The Subcommittee recommends:

NEWTOWN SCHOOL POOL FUNDING

Recommendation/s

That the City Strategy Committee:

1. Approves funding of \$499,509 excluding GST for the redevelopment of the Newtown School swimming pool.

SOCIAL AND RECREATION FUND- MULTI-YEAR FUNDING 2018-19

Recommendation/s

That the City Strategy Committee:

1. Approves the allocation of multi-year contract funding for application 3, that being the allocation of greater than \$100,000 as listed below.

#	Organisation	2017/18 funding	Amount Requested (2018/19)	Recommendation	Comments
3	Wellington Night Shelter Trust	\$152,389	\$160,000	\$160,000	3 year contract – with \$95,000. Ongoing operational support for emergency accommodation and a further one off grant of \$65,000 to support the development of transitional accommodation.

Attachments

Attachment 1. Reports to Grants Subcommittee 15 August 2018 [↓](#) 

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2. General Business

NEWTOWN SCHOOL POOL FUNDING

Purpose

1. This report recommends that funding of \$499,509 excluding GST is granted to Newtown School Board of Trustees to redevelop their school swimming pool.

Summary

2. The Newtown School Board of Trustees is seeking funding of \$499,509 ex GST to redevelop the Newtown School swimming pool.
3. The Council approved funding of \$185,000 in 2015/16 and \$250,000 in 2016/17 (total \$435,000) for redevelopment of the Newtown School swimming pool. Work did not commence on the pool redevelopment because of further damage to the school pool facility as a result of the Kaikoura earthquake and the associated cost escalation. The school has now proposed a new pool redevelopment design to Council.
4. The existing school pool facility at Newtown School is in poor condition and the school estimates that it has approximately one year of usable life left.
5. The Wellington Regional Aquatic Centre currently does not have capacity to provide learn to swim lessons for Newtown School students. The school does not wish to travel to other school pools because of the time and cost involved.
6. The proposal from Newtown School Board of Trustees includes year 1-4 students at the school receiving free professional learn to swim lessons two terms per year. In addition, year 5-6 students would receive free professional learn to swim lessons one term per year.
7. The Newtown School Board of Trustees will be required to have a formal agreement with the learn to swim contractor (Aquazone) to provide the free learn to swim lessons.

Recommendation/s

That the Grants Subcommittee:

1. Receives the information.
2. Recommends to the City Strategy Committee that it approves funding of \$499,509 excluding GST for the redevelopment of the Newtown School swimming pool.
3. Agrees to the funding conditions outlined in paragraph 37 of this report.

Background

Support for school pool facilities

8. In 2010 Council responded to the loss of school pool space across the city (many school pools have closed) by reprioritising its swimming pool funding to focus on learn to swim outcomes. Included in this was the establishment of the School Pools

Item 2.1

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- Partnership Fund, a contestable fund for school pool partnerships with a value of \$2M to be allocated over four years.
9. Seven school pool projects were supported through this partnership fund. Around this time period Council also redeveloped 3 of its pools (Wellington Regional Aquatic Centre, Keith Spry Pool and Karori Pool) to increase learn to swim opportunities.
 10. The schools that were allocated swimming pool funding by the Council were:
 - Berhampore School
 - Khandallah School
 - Swimming Trust of Wellington (pool facility at Wellington East Girls College)
 - Rewa Rewa School
 - Makara Model School
 - *Kahurangi School (project did not go ahead)
 - Newtown School
- *Kahurangi School Board of Trustees were not successful in raising the balance of funding required to upgrade their existing pool and in 2017/18 declined the grant offered through the School Pool Partnership Fund.
11. Council approved funding for redevelopment of the Newtown School Pool in 2015/16. The funding was allocated over two years as Annual Plan lines: \$185,000 in 2015/16 and \$250,000 in 2016/17 (total funding across two financial years of \$435,000).
 12. The Social and Recreation Fund has a balance of \$868,026 available for allocation in 2018/19 - this includes the accrued commitment to Newtown School (through the 2015/16 and 2016/17 Annual Plans) and the balance of funding from the Kahurangi School pool project. As part of the Long Term Plan deliberations in May 2018 officers recommended that this available funding be utilised to support two other organisations over the next three years, with a report being considered at the Grants Subcommittee for multi-year funding for Surf Lifesaving New Zealand and for Capital BMX.
 13. The balance of remaining funding would be allocated via the Social and Recreation Fund in 2018/19.

Newtown School pool facility

14. The Newtown School swimming pool facility was built in 1954. The existing pool building has deteriorated and the school estimates that it only has approximately one year of usable life left.
15. The release of the 2015/16 and 2016/17 Annual Plan funding was subject to the school meeting conditions, notably providing a detailed project plan and securing the balance of funding to complete the redevelopment.
16. The Newtown School pool facility was damaged by the November 2016 Kaikoura earthquake and this increased the cost of the pool redevelopment and delayed the project. The pool building has an estimated seismic strength of 34%. This means the pool building is considered to be an "earthquake risk" by the New Zealand Society for Earthquake Engineering. The pool also lacks insulation and a vapour barrier, resulting in excessive condensation, wasted energy and deterioration to the building.
17. Newtown School Board of Trustees has developed an alternative swimming pool redevelopment design that is estimated to cost \$499,509 ex GST.

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18. The Newtown School Board of Trustees has had a partnership with a learn to swim provider 'Aquazone' for 11 years. Aquazone uses the pool to teach swimming lessons to the general public. Aquazone shares the pool operating costs.
19. In 2017 Aquazone assessed Newtown School students and estimated that:
 - 48% of Junior students (years 1 & 2) cannot float
 - 56% of Middle students (years 3 & 4) cannot swim more than one length of the school pool (approximately 14 metres)
 - 70% of Senior students (years 5 & 6) cannot swim 200 metres
20. The Newtown School Board of Trustees does not have the financial resources to contribute to the pool redevelopment cost and the school board has a policy against applying for gaming trust funding.
21. Currently, learn to swim lessons for students at Newtown School are provided by the school teachers. Aquazone provides free instruction to the school teachers for 2 hours each term. Aquazone does not provide free learn to swim to Newtown School students (except for 20 hours per year for new New Zealanders).
22. Aquazone provides 38,000 lessons per year to the local community via the Newtown School Pool – this includes Island Bay, Newtown, Lyall Bay, Hataitai, Mt Victoria, Brooklyn & Berhampore. Usage by Newtown School is less than 30% of usage.
23. Newtown School and Aquazone share the pool operating costs. Aquazone contributes \$41,500 per year to the pool operating costs via rental, electricity, and a contribution to chemicals, water testing, maintenance and servicing the plant and equipment.
24. The Wellington Regional Aquatic Centre does not currently have capacity for Newtown School swimming lessons. There is a possibility that the school could gain some access to Berhampore School pool. However, the school has stated that having a pool on site saves Newtown School significant travel time, reduces the cost of learn to swim instruction, and provides more privacy for students.
25. Newtown School has a decile rating of 5. The Education Review Office report dated 26 October 2017 said, *"The school is a community centre for a diverse range of ethnicities. Of the 361 students, 131 are Pākehā, 55 Māori, 56 Pacific, 69 Asian and 49 from a range of Middle Eastern/Latin American/African. Approximately a third of the students are supported as English language learners. Many families are new to New Zealand"*.

Discussion

Proposal

26. Newtown School Board of Trustees is seeking \$499,509 ex GST from Council. The school does not have the financial resources to contribute to the project.
27. It is proposed that the learn to swim operator (Aquazone) will provide free learn to swim lessons for one term per year (9 weeks) for year 1-4 Newtown School students at no cost to the school - this arrangement would start in term 3 of this school year. The commitment to continue to fund the swimming lessons will be ongoing between the school and Aquazone (and any future learn to swim contractor). Additionally, Aquazone will contribute \$41,500 per year in materials, expertise and time to operate the school swimming pool (refer to Attachment 1 for further detail).
28. In addition, Newtown School (via Aquazone) will provide 8 free x 30 minutes learn to swim lessons per year to year 1-6 students at the school. This will be funded via Kiwisport funding that the school receives.

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15 AUGUST 2018

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29. Aquazone will provide a 20% discount for private swimming lessons for Newtown School students outside of school hours.
30. Subject to funding, tender, consents and contractor availability, it is proposed that the pool is redeveloped during the 2018/19 financial year. Newtown School wishes to start redevelopment of the pool facility in early 2019. Full details of the school proposal are outlined in Attachment 1.

Risks

31. Officers have identified the following project risks:
32. The cost of the redevelopment work is based on a cost estimate not a tendered price. There is a risk that the project cost could be higher than \$499,509 ex GST particularly given the current volatility of the construction market. The cost estimate has allowed a contingency of 10% but this still may not provide sufficient budget to complete the project.
33. There is a risk that redevelopment of the pool could be delayed if the construction tender price is higher than the available budget.
34. Newtown School receives 'Kiwisport' funding and is proposing to use this to provide 8 free learn to swim lessons for year 1-6 students. If this funding was lost this could impact on the ability to provide these free learn to swim lessons.
35. The school is responsible for asset renewals associated with the pool facility e.g. plant, ventilation systems, floor coverings, etc. There is a risk that the school may need financial assistance with funding asset renewal work in the future.
36. Officers have proposed the following funding conditions to help mitigate the above risks.

Funding Conditions

37. Release of the Council funding to Newtown School would be subject to the following conditions:
 - A professionally costed pool redevelopment scheme which is based on specialist advice, competitive quotations from suppliers, and input from Council officers.
 - Redevelopment of the Newtown School Pool will be as per the 'Newtown School Redevelopment Proposal' updated 5 June 2018 (Attachment 1). Any material changes by Newtown School Board of Trustees to this proposal must be approved by Wellington City Council.
 - An appropriate operating model and detailed Asset Management Plan in place which ensures that no additional operational or capital funding would be sought from the Wellington City Council in the future.
 - It is required that the Newtown School Board of Trustees will meet all regulatory and legislative requirements relating to the swimming pool project.
 - It is required that a professional learn to swim contractor will provide swimming lessons at no cost (free) for all year 1 to 4 Newtown School students for at least one school term (a minimum of 9 x 30 minute lessons per term) per calendar year. The professional learn to swim contractor will be required to provide free learn to swim lessons for all year 1 to 4 Newtown School students for the asset life of the pool. The learn to swim instructors will be suitably qualified and experienced.

- Newtown School will be required to have a formal learn to swim agreement with Aquazone and any future contractors.
 - Additionally, subject to Kiwisport funding, Newtown School will fund 8 professional learn to swim lessons per annum for year 1-6 Newtown School students.
 - Use of the pool facility is required to be available to other schools in the community for their use during the day and for the wider community use outside of the school day/term.
 - The project must have a Formal Use and Licence to Occupy Agreement in place with the Ministry of Education.
 - If redevelopment of the swimming pool has not commenced by 15 June 2019 Wellington City Council is under no obligation to provide funding for the project.
 - Newtown School will keep the Council informed of any material issues affecting construction of the project, including any that may delay practical completion.
 - At an appropriate time, Newtown School Board of Trustees will appoint a suitably qualified and experienced project manager, subject to Council approval, to assume responsibility for the overall management of the project.
 - The Council has the right to inspect/audit the swimming pool plant on annual basis to ensure that necessary maintenance is being undertaken.
 - Newtown School is required to acknowledge the Wellington City Council funding assistance on all external swimming pool signage, where practicable on its website, and in any media releases or announcements made with respect to the redevelopment of the pool.
 - Wellington City Council is under no obligation to provide any future operational or capital funding for the Newtown School Pool.
 - Council funding will not be released to Newtown School Board of Trustees until the final swimming pool redevelopment cost is known and the school has demonstrated that it has all the funding in place to complete the project.
 - If any of the above conditions are not satisfied or waived by 15 June 2019, the Council is under no obligation to provide funding for the project.
38. A detailed Funding Agreement will be developed by officers that will contain the above conditions and additional requirements.

Reporting

39. The school will provide an annual report (by 30 January each year) to the Wellington City Council on the operation, maintenance, and achievements of the pool. This report will need to be provided throughout the life of the Newtown School Pool, as defined prior to construction, and will include information about:
- Learn to swim:
 - Number of free learn to swim lessons taught to Newtown School students during the year
 - Number of learn to swim lessons taught to students from other schools
 - Number of lessons taught by Aquazone to the rest of the community

Item 2.1

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15 AUGUST 2018

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- Community access i.e. other community use of the pool during and outside school time
 - Asset maintenance, renewal and improvement work undertaken during the year.
 - Other relevant information
40. The Wellington City Council reserves the right to demand repayment of the funding if these conditions are not met.

Next Actions

41. The proposed next actions are:
- Negotiate Funding Agreement with Newtown School Board of Trustees
 - Review swimming pool facility design
 - Review cost estimate for swimming pool
 - Review tender price for swimming pool
 - Confirm that Newtown School Board of Trustees has all funding in place for project before releasing funding

Officers

Glenn McGovern, Sports and Club Partnership Leader
Paul Andrews, Manager, Parks Sport and Recreation
Mark Farrar, Senior Advisor Funding and Relationships

Attachments

Attachment 1. Newtown School Pool Redevelopment Proposal [↓](#) 

Page 14

Author	Glenn McGovern, Sports & Club Partnership Leader
Authoriser	Paul Andrews, Manager Parks, Sport and Recreation Barbara McKerrow, Chief Operating Officer

SUPPORTING INFORMATION**Engagement and Consultation**

Officers have discussed the proposal with Newtown School and the learn to swim operator (Aquazone).

Treaty of Waitangi considerations

There are no Treaty of Waitangi considerations.

Financial implications

The 2018-28 Long Term Plan makes provision for community grants in several places:

- 2.1.6 – Community environmental initiatives
- 3.1.4 – Grants and creative workforce
- 4.1.4 – Arts and Cultural grants
- 5.2.4 – Grants (Social and Recreation) - the Social and Recreation Fund comes under project (157.1124).

The Social and Recreation Fund has a balance of \$868,026 available for allocation in 2018/19, this includes the accrued commitment to Newtown School (through the 2015/16 and 2016/17 Annual plan lines) and the balance of funding from the Kahurangi School pool project. Within the Long Term Plan deliberations officers recommended that this available funding be utilised to support two other organisations over the next three years, with a paper being considered at the Grants Subcommittee for multi-year funding – the remaining funding will be allocated via the Social and Recreation Fund in 2018/19.

Policy and legislative implications

The project has alignment with the “Resilience and Environment” LTP priority by developing learn to swim skills/safety. The proposal is supported by the “*Living Well Regional Sport and Active Recreation Planning Framework*” by supporting participation opportunities for low participation groups and young people, and by removing barriers. The proposal is also supported by “*Our Capital Spaces – Open Spaces and Recreation Framework*” by providing recreation facilities that meet the needs of the community, and providing recreation opportunities that are easily accessed and affordable.

Risks / legal

The project risks have been outlined in the report.

Climate Change impact and considerations

No identified impacts. It is noted that if Newtown School redevelops the existing school pool they will not need to be transported to other swimming pools for lessons.

Communications Plan

Not required.

Health and Safety Impact considered

The proposal includes free learn to swim lessons for Newtown School students and this will develop water safety skills. Newtown School would be responsible for managing construction of the proposed new swimming pool facility.



Wellington City Council
Submission to WCC 2018-28 Long Term Plan
Newtown School Redevelopment Proposal
May 2018 - Updated 5th June



Submission by Board of Trustees of Newtown School
Our School wishes to speak to our submission at the WCC hearings



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Executive Summary

Newtown School ("the School") currently has an indoor, heated swimming pool which is used to provide school swimming lessons to more than 380 students. In addition, around 200 students from St Anne's School and Capital Kids Cooperative use the pool for their swimming lessons. A commercial swim school operator, Aquazone Swim School ("Aquazone") provides around 35,000 private swimming lessons a year in the pool.

Newtown School was successful in its application in the Long Term Plan 2015/16 and 2016/17 and was approved \$434,318.00 under the School Pools Partnership fund. Our school met the criteria set by the Wellington City Council. Unfortunately, this was not able to be actioned due to the further damage of the pool sustained in the Kaikorua 2016 earthquake. The roof structure of the pool building is in very poor condition with excessive condensation damaging the structure and giving the building an estimated remaining life of only a few years. As a result of the Kaikorua 2016 earthquake, existing northern and southern block walls have further developed cracking which compromise the structural strength of the existing roof structure.

The school has worked constructively with the Wellington City Council officers to redevelop the upgrade in order to undertake works within the range of the funds allocated from the previous School Pools Partnership Funding.

The Newtown School pool is one of only 12 functional school pools still operating in the Wellington region.

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Newtown School Board of Trustees ("the Board") saw the community's commitment to retaining the pool for the large number of children reliant on the facility for learn to swim opportunities. They decided to proceed with a project to upgrade the pool. The Board's objectives are:

- To upgrade/redevelop the pool so that it can continue to be used for school and private swimming lessons;
- To continue an ongoing operating model with Aquazone.
- Develop an Asset Management Plan and Maintenance Programme Plan that allows for the replacement of infrastructure and running costs of the school swimming pool by the Board.

The Board has sought cost estimates from several companies for the pool building upgrade. Ashby Property Services Ltd was selected to undertake this work.

Below is the report of the building inspection:

- The exterior fabric of the building is deteriorating in a number of areas, the polycarbonate panels to the central lightwell require replacement, the clear corrugated roof coverings need to be renewed as does the translucent sheeting on the northern wall.
- Structural cracking of the northern and southern block walls which support the roof structure.
- The interior of the building suffers badly from poor air extraction with a significant build up of condensation.
- The concrete pavement around the pool structure is unsealed and aging with continuing loss of the cement fines. It is cracked in a number of places and there are issues around the plywood trench cover which is warping and causing trip hazards in places.
- There is no wheelchair access to the building and results in accessibility issues for parents bringing pre-school children to the complex in pushchairs and buggies.
- The width of the front entrance (0.80m) and fire exit (0.60m) will need to be increased for wheelchair access.



The work for wheel chair access is extensive and will include parking, ramps to the pool, widening doors, modification of current toilets and changing rooms. The school has estimated work based on previous work done around the school for wheel chair access. The photos above show current access.

The Board has also decided to add the upgrade of the existing concrete floor area to the project scope.

Ashby Property Services has now developed plans for the upgrade/redevelopment of the swimming pool facility. These provide for:

- Remove northern and southern block walls and replace with a lightweight timber structure
- Remove existing roof structure (raft purlins) with proprietary industrial telescopic swimming pool enclosure
- Supply and install a swimming pool heat exchanger with ductwork and extracts.
- Replace timber duct cover with removable steel plate and repair /surface the concrete floor with a proprietary industrial non-slip epoxy resin product
- Construct wheelchair compliant ramp access from Minerva Street and form a kerb ramp and landing at the entrance to the building.

Newtown School was a successful applicant of the School Pool Partnership Fund in 2015/16 - The fund aimed to improve access to and uptake of learn-to-swim, aquatic education, sport and enjoyment by local communities of Wellington city by increasing the total available pool capacity and aquatic programme opportunities throughout the city.

The proposed work will entail a large upgrade to the facility, giving the pool facility an expected life of 50 years, i.e. effectively that expected from a new building. The estimate for the total cost of upgrade work is \$499,506 (exclusive of GST). The Board is seeking a one-off grant for the sum of \$499,506 from the Wellington City Council ("the Council") towards this project.

The Board has an agreement with Aquazone, if the upgrade project goes ahead, to sign a 10 year lease with favourable rights on renewal. The operating model utilises the expertise of Aquazone to provide expert day-to-day management of the pool facility as well as trained swimming instructors.



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The Board believes this project fully complies with the criteria and specific criteria of the Wellington City Council.
Key points are:

- The project will ensure the continuation of over 38,000 learn-to-swim opportunities a year contributing to Wellington City Council's objective of improving opportunities for people to take part in learn-to-swim programmes.
- The continued availability of the Newtown School pool addresses the shortage of learn-to-swim opportunities, particularly in locations that are convenient for schools and in the busy after school hours.
- Current high participation in learn-to-swim opportunities at Newtown School demonstrates it is accessible and meeting community demand.
- The pool is owned by Newtown School and managed through a lease arrangement with Aquazone Swim School. This arrangement ensures sound governance from the school, expert operational management from the swim school and the lease arrangement covers some on-going costs related to the pool.
- The project is fully supported by Newtown School and Aquazone and also has support from other schools that use the pool for their lessons.

The Board understands that \$499,506 is a significant grant to seek from Council, but it believes the Newtown School pool currently makes an important contribution to availability of learn-to-swim opportunities in Wellington. The Board wants to ensure the Newtown School pool continues to operate and provide opportunities for the children of the Central and South Suburbs of Wellington to learn vital swimming and water safety skills.

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1. The Current Swimming Pool Facility

The Newtown School pool, which was built and covered by the community, is in poor condition with excessive condensation causing significant damage to the building structure. Without upgrading/redeveloping the Board believes the pool will be unable to be used for much longer.

Background

The Newtown School pool, built in 1954, is 14m x 4.5m in interior dimensions and is 0.93m in depth, making it an ideal children’s learner pool. It is thought that both the original building of the pool and the later covering of the pool were community initiated and funded projects. While the Ministry of Education owns the land on which the pool sits, the Board is responsible for insurance of the pool building indicating that the School, rather than the Ministry, owns the building.



Pool Facility

The major issues with the facility is the lack of an insulation and vapour barrier envelope, and control of the temperature and humidity of the air in the pool area. Without these there will continue to be excessive condensation with subsequent rapid deterioration of parts of the building and a considerable waste of energy.

The cracking of the southern and northern block walls have been further damaged by recent earthquake activity, compromising the structural strength of the roof and wall structures.

The general assessment of the interior of the pool area is that it is unpleasant and humid and suffers from the combined effects of poor insulation, inadequate ventilation and the lack of an effective vapour barrier. These issues contribute to both the unpleasantness of the environment and the accelerated rate of deterioration of building fabric, structure, fittings and equipment.

The roofing itself is showing signs of corrosion. Corrosion is advanced in the case of the steel frames which show significant signs of rusting particularly on their upper surface.

Based on the condition report the Board believes the building will continue to deteriorate and become unusable without significant work.



Structural Damage to block southern wall.



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2. Rationale for Maintaining the Newtown School Pool

The Newtown School Pool currently provides over 38,000 swimming lessons each year to Newtown School students, students from other schools and through private lessons with Aquazone Swim School. The school community believe the pool is valuable and strongly support upgrading the pool so it can continue to be used.

School Perspective

Newtown School is committed to providing aquatic education to its students and the Board believes it is important that the School continues to do this. Assessments carried out by Aquazone, as part of the School's learn-to-swim programme, indicate a wide range of swimming experience and ability. In 2017 Aquazone estimated that:

- 48% of Junior students (Years 1 & 2) cannot float
- 56% of Middle students (Years 3 & 4) cannot swim more than one length of the school pool (approximately 14 metres)
- 70% of Senior students (Years 5 & 6) cannot swim 200 metres

Having a pool on-site is a huge advantage to a school, particularly in terms of the time saved. For Newtown School students, a 30 minute swimming lesson requires a total out of class time of around 45 minutes. This compares very favourably to the out of class time and other logistics of bus travel to a pool some distance away. As part of the options analysis carried out by the Board, it was estimated it would take some 1 ½ to 2 hours to take students to lessons at the nearest public pool.

The School currently uses the pool to provide two to three weekly swimming sessions for each student at school every school term. Depending on the school roll, this amounts to 380 students having an average of 100 sessions per year giving a total of **38,000 sessions** per year. The School is considering increasing its usage of the pool and sharing it with other schools.

The School's current usage of the pool amounts to less than 30% of the total usage. The Board and the school community see the pool as an important community asset. Many of the School's students and children from other nearby schools attend private lessons with Aquazone at the pool. Aquazone report that the majority of children attending their lessons come from Newtown, Island Bay, Lyall Bay, Hataitai, Mt Victoria, Brooklyn and Berhampore. With convenience and accessibility a factor for many parents, there is some risk that even if other lesson providers were able to cater for this group, parents and their children would not travel further for lessons.

After consultation with Wellington City Council staff, we have the additional information as requested regarding Aquazone contributions:

- Aquazone Limited will provide a long term contribution to the Newtown School swimming pool complex.
 - Aquazone have agreed to significantly increase their investment in the partnership. In addition to the initial commitment they have agreed to provide, to the school, three tutors who will teach swimming for a school term each year. This is partially funded by the school's KiwiSport funding from the Ministry of Education and the remainder will be covered by Aquazone.

- Both Newtown School and Aquazone will focus on Years 1 - 4 students for these swimming lessons. Our teaching staff will teach alongside aquazone professional tutors so that there is a double benefit of upskilling our staff in the teaching of swimming.
- Aquazone offers to the Newtown School parent community, a 20% discount for private lessons outside of school hours
- Newtown School will invest Ministry of Education 'Kiwi Funding' money into swimming lessons for our Year 1-4 students.

Newtown School has grown rapidly over the last 4 years from a school roll of 240 presently close to 400 students. Our school community is very demographical diverse. Three quarters of school roll are from families where english is a second language. We have a high percentage of families that are new New Zealanders and those that are vulnerable or living on benefits or social housing complexes. The opportunity to have a functional swimming pool allows our school to facilitate and improve:

- free swimming for all students in a warm pool
- onsite access
- involve other schools
- involve ECE from around our community
- provide for ethnic groups to use pool free of charge

Other Schools

St Anne is already using Newtown pool each winter and other schools are also considering using the pool for their middle classes, as well as the junior classes.

While the pool is being used to capacity during weekends and afterschool time, there is potential to continue building the number of other schools using the pool for school swimming lessons through Aquazone. There is capacity for another 20 school classes per week to have a term of lessons.

1. To improve opportunities for people to take part in learn-to-swim programmes:
 - ❖ Because Newtown and St Annes schools are low decile (Decile 4) and from low socio-economic families, most children in this area (over 600 children) would never learn to swim properly, if at all, without the pool. The cost of transport for both schools to go to Kilbirnie pool is too high and the cost of an after school learn to swim programs is too high for most families.
 - ❖ Access to a low learn to swim cost with Aquazone via KiwiSport program

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Wider Community Usage

Newtown School lessons account for less than 30% of the usage of the school pool. Since 2007 the Board has had an operating agreement for the pool with a private swim school operator, Aquazone. The Board believes this is an arrangement that both works better for the school in managing the pool and it also provides more benefit to the community than other types of community assets. The School community would prefer that the pool is used to teach children to swim than for purely recreational purposes and that as a supervised activity this is also a safer use of the pool than unsupervised community access. In addition, it is felt that the pool is better suited to swimming lessons for primary school age children than recreational usage because of its small size and shallow depth. The Wellington Regional Aquatic Centre, which is located in Kilbirnie, is better suited to recreational swimming, particularly for older age groups.

In the time that Aquazone has been operating in the Newtown School pool there has been strong and continuing demand for private lessons. The number of lessons has grown in recent years but Aquazone and the Board believe the pool is probably now being used to its appropriate capacity in the popular after school time. Aquazone is also operating out of a second pool at Miramar North School since 2008.

During term time Aquazone currently uses the pool for school and private lessons:

Monday to Friday	3pm to 7pm
Saturday	8:30am to 3.30 pm
Sunday	9:00am to 2.30pm

Private lessons cater for pre-schoolers (11%) and school age children (89%).

Aquazone also provides holiday lessons for both weeks of the three mid-year school holidays and two weeks in the summer holidays (some time in the summer holidays is required for pool maintenance, such as painting).



Overall Usage

In total, Aquazone currently provides over 38,000+ lessons per year in the Newtown School pool.

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3. Pool Upgrade/Redevelopment Project

The Board proposes a project to upgrade the pool facility so that it can continue to be used for an anticipated lifetime of 50 years.

The total project is estimated to cost \$499,506 with the Board seeking \$499,506 (based on quotes made in 2018 – this figure may need to be adjusted to take into consideration increased building costs) from the Wellington City Council funding. If the Board is able to obtain sufficient funding the project will be carried out over the December 2018 school holidays, with completion expected in May 2019.

Project Scope

An important consideration in this decision (apart from strong community demand) was that the addition of disability access and accessible change/toilet facilities, means this part of the building could not be completely excluded from the scope.

The Board believes it is important that the project is completed in one stage. This project is large and complex and requires significant commitment and effort from the Board and School management and leadership. The School also has a number of other high priority property projects to schedule (rebuilding the school, which is to be completed in July 2018, along with other refurbishing projects of the old school and grounds) so it is unlikely that the pool facility would become a focus again in the foreseeable future. On this basis, the Board believes it is not feasible to break the project into stages or to leave necessary pieces of work out of the scope to be dealt with at a later date.

Project Design

The design in consultation with representatives of the Board and Aquazone (the school has consulted with the WCC swimming pool officials who agree), decided as follow:

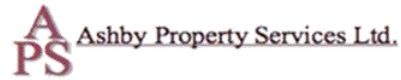
- Replace polycarbonate panels to roof lightwell and translucent roofing to main roof structure.
- Replace translucent cladding to north wall.
- Introduce twin-walled polycarbonate insulating sheeting to underside of exposed clear roofing, central lightwell and wall.
- Supply and install a swimming pool heat exchanger with ductwork and extracts.
- Replace timber duct cover with removable steel plate and repair /surface the concrete floor with a proprietary industrial non-slip epoxy resin product
 - ◆ Demolition and removal of existing building structure – southern block wall and roof
 - ◆ Replace piping to pool

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- ◆ Erect light wall walls to support outer edges of pool enclosure
- ◆ Supply and install a heat exchanger with ductwork and extracts
- ◆ Replace timber duct cover with removable steel plate and repair / surface the concrete floor with a proprietary industrial non-slip epoxy resin product.
- ◆ Construct compliant wheelchair ramp from Minerva Street and form a kerb ramp and landing at the entrance of the building
- ◆ Upgrade the changing rooms with new benches, individual showers
- ◆ Upgrade electricity distribution board
- ◆ Pool tank to be re-painted with water proof epoxy paint





Newtown School
Pool Upgrade

5th May 2018

Appropriate Order Cost Estimate

Description	No.	Unit	Rate	Cost
The existing pool enclosure was erected in 1980 principally of concrete block and structural steel framing with sheet metal roofing. An engineering review has found the building to be deficient with a seismic strength of the portals of approximately NBS 34%. This along with significant corrosion attracts replacement or refurbishment costs well in excess of the current allocated funding budgets. This cost report seeks to demonstrate a workable solution based on a proprietary solution as offered by South Pacific Pool Enclosures Ltd. The work is to refurbish the building by fitting new heating plant to control the interior environment, reorganise some of the interior planning, redecoration including new floor finish and disabled accessible ramp from Minerva Street.				
Demolish and remove the existing building and structure to approved landfill	188.00	Sum	\$120.00	\$22,560.00
Break up the existing concrete and remove from site to approved landfill	118.00	m2	\$65.00	\$7670.00
Replace piping about the pool up to but not including plant as per the Paremata Spa and Pool estimate	1.00	m2	\$10000.00	\$10000.00
Run 2x conduit for future services (100dia power & 50dia security) under new paving, between end structures	1.00	m2	\$2000.00	\$2000.00
Provide pipe connections for future heating	20.00	m2	\$800.00	\$800.00
Lay new 100mm concrete paving surround to pool including 200mm basecourse with falls to drainage and including a raised plinth for enclosure	118.00	m2	\$150.00	\$17,700.00

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Extra value for surface drainage and connections	1.00	Sum	\$4000.00	\$4000.00
Erect 800mm high concrete block wall including pillars to support outer edges of pool enclosure	30.00	m2	\$240.00	\$7200.00
Erect light weight FRR boundary wall to 3400mm	64.00	m2	\$150.00	\$9600.00
Refurbish Girls change, Unisex Toilet and filtration plant	25.00	m2	\$750.00	\$18750.00
Refurbish Boys change, store and office	25.00	m2	\$750.00	\$18750.00
South Pacific Pool Enclosure Laguna Grande telescopic swimming pool enclosure	1.00	Sum	\$188,500.00	\$188,500.00
Decoration - painting of exterior & interior walls, doors, windows etc	1.00	Sum	\$9,000.00	\$9,000.00
Fire and security	1.00	lm	\$5000.00	\$5,000.00
Form new concrete ramp with galvanised MS handrails	1.00	Sum	\$15,000.00	\$15,000.00
Sub Total Building				\$336,530.00
Services Work				
Ventilation plant and equipment - roof mounted	1.00	Sum	\$10,000.00	\$10,000.00
Heat exchanger plant and equipment	1.00	Sum	\$18,000.00	\$18,000.00
Wire mesh cage to the above	1.00	Sum	\$1500.00	\$1500.00
Replace electrical distribution board	1.00	Sum	\$2500.00	\$2500.00

Sub Total Services				\$32000.00
Sub-Total brought forward				\$ 336,530.00
Sub-Total brought forward				\$ 32,000.00
Contractor P&G and Margin (12%)	1.00	Sum	\$44,223.00	\$44,223.00
Contingency	1.00	Sum	\$49,753.00	\$49,753.00
Building Consents, planning	1.00	Sum	\$5,000.00	\$5,000.00
Structural engr signoff of pool enclosure support	1.00	Fee	\$2,000.00	\$2,000.00
Professional Consultants	1.00	Fee	\$30,000.00	\$30,000.00
Totals Work Now				\$499,506.00

While the project design was constrained by financial and space considerations the Board believes the project will provide a significantly better facility for all users.

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Project Budget

Ashby Property Services advise that in the current environment cost estimates are proving to be accurate indicators of actual costs.

Replacement/upgrade of pool equipment since 2007: (with Aquazone part or full contribution in conjunction with Newtown School Board of Trustees)

- Internal walls painted (August 2007, Aquazone)
- Heat pump (December 2007, Temperature solutions)
- Blue matting on pool surround (2008, Aquazone)
- 6 water proof light tubes installation (April 2008, Aquazone)
- Sand replacement in the filter + Filter n°1 lid (2009, Clorogene Supplies)
- Fibreglass (January 2010, Denis Jefferies)
- Changing room heaters (April 2010, Aquazone)
- Heater booster (June 2010, Aquazone)
- Filter n°2 lid (2009, Clorogene Supplies)
- Changing room water proof light switch (July 2010, Newtown school)
- Pool blanket cover (October 2010, Chem 2000 ltd)
- Electrical board in pump room upgraded (October 2010, Temperature solution and Nick Toulis)
- Vacuuming valves (July 2012, Clorogene Supplies)
- 2 Tank filters (July 2012, Clorogene Supplies)
- 3 water proof light tubes installation (April 2013, Aquazone)
- Pumping and pipe replacement 2014/14
- Flooring Surface repaired 2014
- Plastering to steps and pool ongoing 2014/2015
- Water pumps replaced (2016)
- Pool gate security system replacement (2017)
- Electrical fittings (2017)
- Pool gate posts replacement (2018)

4. Proposed Operating Model

The Newtown School Board of Trustees has managed the pool through an operating agreement with Aquazone Swim School for the past 8 years. This arrangement ensures professional day-to-day management of the pool, the availability of expertise in swimming instruction, and provides the best means of fully utilising the pool to provide the maximum possible learn-to-swim opportunities for the local community.

Partnership with Private Lesson Provider

Partnership with a private swim school operator achieves two important objectives:

1. Outsourcing day-to-day management and operation of the pool facility, including pool related compliance/management functions such as water quality testing, pool and pool facility cleaning, water and pool heating costs and on-going supervision of pool users.
2. Maximising usage of the facility, so as to achieve the broad social objective of increasing learn to swim opportunities, both for students of the School and for local community users, including other schools.

It is important to note that item one above is best achieved if the private swim school operator is granted use of the facility through a licensing arrangement. In this case, responsibilities for various tasks, costs and monitoring and compliance requirements can be clearly allocated to the operator, or left with the School, as appropriate. The commercial terms of the lease then document both these responsibilities, as well as the basis for establishing and reviewing the rental and the allocation of costs for both operations and maintenance.

Licence Granting Shared Occupation of Part of School Site

The formal commercial agreement between the Board and Aquazone will take the form of a "Licence Granting Shared Occupation of Part of School Site". This contract sets out the basis on which Aquazone undertakes to manage the facility on a day-to-day basis. The Licence has been approved by the Ministry of Education, as required by Section 70B of the Education Act.

Key features of the Licence are as follows:

- The Board grants Aquazone a non-exclusive licence to occupy the facility, upon the terms and conditions set out in the contract, primarily for the purpose of a swim school for the benefit of the School and the community generally;
- The term of the licence is 10 years with favourable rights on renewal;
- Aquazone pays an annual rental to the Board (determined in line with the approach set out below);
- The rental is reviewed bi-annually to reflect movements in the Consumer Price Index and changing estimates of the running cost;
- Specifically, Aquazone shall have day-to-day management responsibility for carrying out, and meeting all costs associated with, the following functions and requirements:



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- Complying with the requirements of all Acts and regulations such as the Health and Safety in Employment Act 2015 and any regulations made there under;
 - Maintaining the water quality in the swimming pool in compliance with NZS 5826:2010 and Unit Standard 20046;
 - Operating the pool in compliance with the Board's Swimming Pool Policy;

 - Staffing, including obtaining police vetting checks of all its employees;
 - Maintaining service logs to record all repairs and regular servicing of the pool tank and plant and equipment;
 - Insurance covers, including public liability insurance.
 - Maintaining a certificate of registration of a public pool.
- In return, Aquazone shall have the right to open and operate the facility during the hours set out in the Licence.

Rental Basis

The basis for rental and operating costs agreed to by the Board and Aquazone comprises the following:

Operating Costs

Aquazone and Newtown School share the normal operating costs for the facility, including:

- Electricity and water usage, based on actual consumption as per metered readings;
- Chlorine and chemicals;
- Water testing.

Maintenance and Servicing

Aquazone contributes towards the costs of the maintenance and regular servicing of the facility's plant and equipment.



Asset Management Plan – MoE 5 Year Property Plan and Operational Grant and Local Funds						
Project Name	Description	Year 1 (\$)	(\$) Year 2	Year 3 (\$)	Year 4 to 10 (\$)	Project Driver (1)
Plant room	Heating pump Water heaters				\$15,000	R
Swim pool	Main ventilation duct hanging system				\$10000	R
Circulation pumps	Replacement			\$4000		R
Chlorine Tank and bund	Replacement				\$1000	R
Hot water cylinder	Replacement				\$1000	R
Lighting					\$500	R
Other Electrical			\$500			R
Floor coverings	Pools and floors				\$1000	R
Pool Cover					\$1200	
1 LoS = Levels of Service, R = Renewal, I = Improvement						
Maintenance Programme Plan						
Location	Description	1-2 Years	3-4 Years	5-6 Years	6-10 Years	
Entrance Door	Replace or repair entrance door lock and ease door		\$800			
Security Fence	Replace or repair Security Fence post and latch system		\$1000			
Admin Room	Repair wallboards			\$500		
Plant room	Shelving, wallboards,				\$500	
Boys Changing Room	Re-fit clothes hooks, repair wooden seating,			\$1000		



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	repair door, wooden walls					
Girls Changing Room	Re-fit clothes hooks, repair wooden seating, repair door, wooden walls			\$1000		
Boys Toilet	Replace privacy door, repair or replace system and seat, wooden walls			\$1000		
Girls Toilet	Replace privacy door, repair or replace system and seat, wooden walls			\$1000		
Pool	Repair any surface crack, painting, hands and rails repaired or replaced			\$10000		
Shower and basin	Repair pumping and shower head.				\$1000	
Painting Internal					\$5000	Programme Property Services
Painting Exterior					Painting Contract PPS	
Roof	Clean guttering, repair covering,				\$500	
Block Walls	Plaster repairs				Painting Contract plus \$1000	Programme Property Services
Floor	Repair any floor surfaces that are cracked				\$2000	
Internal seating	Replace wooden benches				\$1500	
Pool Cover	Repair ropes, hooks and handle	\$1000				

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Insurance

Aquazone is responsible for arranging and meeting the cost of the following covers:

- public liability insurance;
- own contents held in the pool building.

The Board is responsible for arranging and meeting the cost of the following covers:

- plant and equipment replacement and mechanical breakdown;
- insuring the building and the swimming pool tank.

The anticipated initial annual rental is based on estimates of these costs, at this point in time, but this will be adjusted prior to execution of the final contract, if they change prior to commencement of the Licence.

Responsibilities**Day-to-Day Management and Operation of the Facility**

As the operator of the facility on a day-to-day basis, Aquazone takes responsibility for ensuring that the Board complies with the following:

- Operation of Swimming Pools Standard, as set out in NZS: 4441:2008;
- Water Quality Standard NZS: 5826:2010
- Management and Storage of Hazards Standard NZS:5826:2010
- Health & Safety in Employment Act 1992 and regulations
- Fire Safety and Evacuation of Buildings Regulations 1992

Risk Management

The operating model revolves around the partnership with the commercial operator. This provides the Board with access to expertise in areas such as water quality testing that is simply not available to many schools. Indeed, this is a prime reason why many schools have chosen to close their pools in recent times.

The Board's primary risk exposure is therefore to losing the commercial operator, including the financial failure of the operator. As part of this project, the Board has ascertained that there are several commercial swim school operators in the Wellington market that could be interested in forming a similar partnership with the Board.

Aquazone is required to maintain service logs and other records that show that regular maintenance of the facility and its plant and equipment are being carried out.



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The Board is responsible for maintaining insurance covers that mitigate against the loss of, or mechanical breakdown of, the plant and equipment. The Board also insures the pool building against significant damage or loss due to vandalism, fire or natural disasters.

Aquazone Contribution to operational running and future asset management planning

The contribution in time and expertise of Aquazone that they provide has been estimated in value to the school in \$\$\$ terms.

Annual Rental	Total A	\$24,000
Cleaning of Complex \$60 per week		\$ 3,120
Pool Testing 3 times per day + 1 hour \$30 per x 7 days		\$ 10,920
Pool cleaning 1 hour per week \$30 x 52		\$ 1560
Providing instruction/training to school staff 2hours per term 8x \$50		\$ 400
Lessons for new New Zealanders – 5 days per term x 4 = 20 hours at \$50 per hour		\$ 1500
	<i>Time and expertise in kind = Total B</i>	\$17,500
	<i>Total A + Total B</i>	\$41,500 per year



Monitoring and Reporting

The Board's Property Committee will be responsible for oversight of the swimming pool facility after completion of the upgrade project. This will include reviews of the costs incurred in operating the pool, including metered usage of utility services, chemicals and regular servicing maintenance, as recorded in the service logs.

The Property Committee will also be responsible for reviewing the estimated replacement costs of the facility's plant and equipment. These reviews will be incorporated into two-yearly reviews of the annual rental paid, so that sufficient income is received to ensure the facility is self-funding over the course of its expected lifetime. The Property Committee will also report, annually as required, to the Wellington City Council on usage of the facility.

Operational, Maintenance and Renewals Strategy

Operations and Maintenance Council's strategy is to maintain the school swimming pool in an efficient and cost effective manner.

Renewals

Renewal expenditure is major work that does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original capacity. Work over and above restoring an asset to original capacity is new works expenditure and may lead to improvements in the level of service provided. Assets are considered for renewal as they near the end of their effective working life, or where the cost of maintenance becomes uneconomical and when the risk of failure of critical assets is sufficiently high. The renewal programme has been developed by the following:

- o taking the asset age and remaining life predictions from the valuation database, calculating when the remaining life expires, field validation of the current condition, and converting that into a programme of replacements based on school revenue; and
- o reviewing and justifying the renewals forecasts using the accumulated knowledge and experience of asset operations and asset management consultants. The renewal programme is reviewed in detail during each Asset Management Plan update (i.e. three yearly), and every year the annual renewal programme is reviewed and planned with the input of the maintenance consultant. The school proposes to maintain the existing level of service. A condition assessment of the assets at the school pool was completed in 2016/7 which has identified renewal expenditure for building components.



5. Alignment with Council Annual Objectives and previous School Partnership Fund which Newtown School was successfully awarded

This project aligns with the criteria and specific criteria of the Wellington City Council School Pools Partnership Fund.

Contribution to achieving Council's outcomes and fund objectives

Wellington City Council's previous Annual Plans identifies three priorities:

- To make the most out of existing pool space
- To improve opportunities for people to take part in learn-to-swim programmes
- To provide more facilities to meet the needs of aquatic sport.

The Council's School Pools Partnership Fund aimed to improve access to and uptake of learn to swim aquatic education, aquatic sport and casual aquatic enjoyment by the local communities of Wellington City.

Upgrading the Newtown School pool meets the first two of Council's priorities as it will enable an existing school pool to continue to provide over 38,000+ learn to swim opportunities a year. Without the upgrade/redevelopment the Newtown School pool will not be able to be used for much longer, reducing the number of learn to swim opportunities available in Wellington by over 38,000 + a year.

The Board believes that both the *availability* of learn to swim opportunities and their *accessibility* are key to the popularity of the Newtown School pool. High uptake of both school and private lessons at the pool demonstrates strong demand from the local community.

Our school supports the current Wellington City Council Annual Plan objectives:

Social and Recreation

- Social cohesion
- Participate in community life for all
- Creating a safe (child friendly) city

- Matter to the lives of individuals and to our community as a whole

- Help to protect the most vulnerable

- Keep people safe and healthy

- Activities contribute and opportunities for people to live healthy lifestyles, realise their potential and enjoy the city

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Community Usage

The Newtown School pool is the venue for over 38,000+ swimming lessons a year and only 30% of these are provided to Newtown School students. The remainder are either other schools having lessons in the school pool or private swimming lessons through Aquazone. The pool is fully utilised seven days a week and, with the combination of term and holiday lessons, most weeks of the year.

While this project does not add to the total availability of learn to swim opportunities in Wellington City, this application would if it proceeds would add 35,000 swimming lessons a year to the total availability of learn to swim opportunities.

Through its agreement with Aquazone, Newtown School makes the pool available during the school day when not required for Newtown School lessons. This time is used for pre-school swimming lessons and school swimming lessons for other schools. Aquazone is working to expand the usage of the pool by other schools and ECE during this time, providing these lessons at a very reasonable cost. This is an area where we expect to see an increase in the number of lessons provided.

Location

The Newtown School pool is located in Newtown and consequently almost all the people who have lessons at the pool are residents of Wellington City.

The pool is well located for providing access to target users who are primary school aged or younger children. Its location within a school means children from Newtown School are easily able to access after-school private lessons and these are also convenient for children from nearby schools, such as Mt Cook, Clyde Quay, Island Bay and Lyaill Bay School. However, Aquazone does also have children taking private lessons at the Newtown School pool from schools further away.

The Newtown School pool is currently being used by St Anne School and further schools are considering using the pool in 2018. Capital Kids Co-operative also use the Newtown School pool for lessons and are 15 minute walk away.

Newtown School

Newtown School established in 1879. The School has established practices for governance, management, planning, reporting, financial management and employment practice. Under the Education Act the Board of Trustees is responsible for governance of the School. The Board of Trustees employs a Principal who has responsibility for management of the School.

- The 2016 Annual Report can be provided.
- The Board is not aware of Newtown School having received funding from Wellington City Council before.



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- The Board of Trustees, the Principal (who is a member of the Board of Trustees) and the School Lead Team support this application. A copy of the Board resolution, is be provided on record with the successful School Partnership Fund Application,
- This funding submission covers the full project to upgrade/redevelopment of the pool facility. The Section titled, "Proposed Operating Model" outlines how the upgraded pool facility provides for both day-to-day operation of the pool as well as providing for funding maintenance and capital replacement costs.
- The requirement to report annually to Wellington City Council on the usage of the pool will be the responsibility of the Board's Property Committee.

Expertise in management of the pool facility and in teaching swimming skills is provided by Aquazone who have been providing swimming lessons and operational management of the Newtown School Pool for 11 years.

The Newtown School Vision is "E Tu Kahikatea, hei whakapae ururoa. Awhi mai awhi atu, tatou, tatou e." The Charter recognises the School's Treaty of Waitangi obligations and the importance of Tikanga Maori and Te Reo Maori in the school.

Newtown School works to ensure that Maori students (whether mana whenua or tauwiwi) have the same access to educational opportunities as other students and achieve the same outcomes. Students in Maori Immersion have swim instruction in Te Reo Maori only. Provision of top quality school swimming lessons contributes to this objective in the learn-to-swim and water safety part of the curriculum.

If the School receives a grant of \$499,506 from the Wellington City Council, the School will not apply for further funding for the school pool.

Ministry of Education

Newtown School retains ownership of the school pool once upgraded. The Board currently has an Operating Agreement in place with Aquazone which was signed in December 2013 and is due to expire at the end of 2020. This agreement is not on a Ministry of Education Licence to Occupy Agreement because we are still working with the Ministry to update their agreements to reflect our situation. The Ministry has approved the current agreement, the intended terms of the new licence and the Board lodging this submission application and has undertaken to work with the Board to develop a Licence Agreement that better reflects the reality of the partnership model.

The Board has worked closely with the Directors of Aquazone, to agree on the terms that will apply to the lease if the pool is upgraded.

- A contract confirming our mutual understanding is attached (licence to occupy)
- Newtown School Board has agreed the school apply for funding from the Wellington City Council to upgrade the pool (from March 2018 minutes).



**Requested Information**

After consultation with Wellington City Council staff, we have the additional information as requested:

- Aquazone Limited will provide a long term contribution to the Newtown School swimming pool complex.
 - Aquazone have agreed to significantly increase their investment in the partnership. In addition to the initial commitment they have agreed to provide, to the school, three tutors who will teach swimming for a school term each year. This is partially funded by the school's KiwiSport funding from the Ministry of Education and the remainder will be covered by Aquazone.
 - Both Newtown School and Aquazone will focus on Years 1 - 4 students for these swimming lessons. Our teaching staff will teach alongside aquazone professional tutors so that there is a double benefit of upskilling our staff in the teaching of swimming.
 - Aquazone offer to the Newtown School parent community, a 20% discount for private lessons outside of school hours
- After our previous application, we have also submitted an asset management plan for the pool (this will work together with our Ministry of Education Five Year Property Plan). We have also included a ten year maintenance plan which will be school funded.
- On the recommendation of Wellington City Council staff, who have reviewed our budget estimates for the redevelopment of the pool, we have adjusted the contingency figure from 5% to 10%. This now makes the total cost of the requested funds for the project \$499,506.00

Newtown School Board of Trustees are committed to progress this development. Since our last submission, the school has grown by 180 students. A majority of the families are considered to be vulnerable, live in social housing or are new New Zealanders. As the school's application to the school's partnership fund was previously successful, much of the planning and consultancy work has already been done. If granted this funding, the Board intend to begin the work in December 2018.

We thank you for your consideration and support of the Newtown learning community.

Ngā mihi nui

Mark Brown
PRINCIPAL



6. Conclusion

The Newtown School pool building is continuing to deteriorate to a point that the Board believe it may not be able to be used after 2018/2019. The pool is currently used for over 38,000+ swimming lessons a year for both school and private lessons and there is strong community support for retaining the swimming pool. Consequently Newton School Board of Trustees believes it is important that the pool is retained so that it can continue to provide learn to swim opportunities for Newtown and Wellington children and culturally appropriate groups.

To retain the pool the School must undertake an upgrade project to repair the roof of the pool. Cost estimates give a total project cost of \$499,509. This project upgrades the full facility, giving the pool an expected life of 50 years - that expected from a new building.

Given the number of learn-to-swim opportunities provided by the Newtown School pool, which will be lost if the upgrade is not undertaken, the upgrade project is vital.

Our Board of Trustees have developed an Asset Management Plan, along with a Maintenance Programme Plan, that is funded from contributions from Aquazone and Newtown School operational funds, fundraising by the community. These plans allow for the sustained use of the pool by the Newtown School Board of Trustees.

Our Board of Trustees is open to the idea of opening the pool up to the more opportunities for public groups to be able to use the pool, either in public sessions or close sessions ie. Muslim womens groups.

Newtown School also has an operating model of partnership with Aquazone, which has proven itself over the last 11 years. This model provides the school with expertise in both swimming pool management and swimming lessons. Providing over 38,000+ learn to swim opportunities a year, the Newtown School pool upgrade project fits well with Council's objectives in this area .

Providing over 38,000+ learn to swim opportunities a year, the Newtown School pool upgrade project fits well with Council's objective in this area. Newtown School supports the objectives of the Wellington City Council and shares the concerns of Water Safety New Zealand about declining swimming skills in New Zealand children and the impact this has on drowning rates.



**SOCIAL AND RECREATION FUND- MULTI-YEAR FUNDING
2018-19****Purpose**

1. This report seeks Subcommittee approval to allocate through the Social and Recreation Fund:
 - a three year contract funding to the Wellington Night Shelter and
 - three month contracts for Downtown Community Ministry and Ngāti Kāhungunu ki Pōneke Community Services Inc.

Summary

2. The Council provides grants to assist community groups and organisations to undertake projects and deliver services that meet community needs. Grants are also a mechanism for achieving the Council's objectives and strategic priorities, especially those priorities that rely on community organisations carrying out specific activities.
3. A range of organisations are funded through multi-year contracts.

Recommendation/s

That the Grants Subcommittee:

1. Receive the information.
2. Agree to the allocation of funding for applications 1-2, those being the allocations of less than \$100,000 as listed below.
3. Recommend to the City Strategy Committee that it approves the allocation of multi-year contract funding for application 3, that being the allocation of greater than \$100,000 as listed below.

#	Organisation	2017/18 funding	Amount Requested (2018/19)	Recommendation	Comments
1	Downtown Community Ministry Wellington Inc	\$141,131	n/a	\$23,522	3 month transitional funding allowing time to develop required service model for future contract funding.
2	Ngāti Kāhungunu ki Pōneke Community Services Inc	\$254,426	n/a	\$42,438	3 month transitional funding allowing time to develop required service model for future contract funding.
3	Wellington Night Shelter Trust	\$152,389	\$160,000	\$160,000	3 year contract – with \$95,000. Ongoing operational support for emergency accommodation and a

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					further one off grant of \$65,000 to support the development of transitional accommodation.
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Background

1. Grants and funding are included in the Annual Plan to provide an appropriate mechanism for the Council to respond to community groups and organisations that are undertaking projects that:
 - Meet a need identified by the community.
 - Align with Council’s strategic goals and community outcomes.
 - Rely to some extent on participation and engagement by community organisations.
2. Organisations and projects are funded through both contracts and contestable grants pools. The contestable pools provide grants that are discretionary, short term and generally project based in nature. The Council also enters into multi-year contracts when it has an interest in ensuring particular activities occur that contribute to Council’s strategies or policies.
3. Organisations funded by the Council through multi-year contracts need to meet the relevant fund criteria of the Social and Recreation Fund.

Discussion

Transitional funding

4. The outcomes of Te Mahana were supported through Te Whakamura Ai Te Ahi, which was collaboration initially between Downtown Community Ministry, the Suzanne Aubert Compassion Centre (Soup Kitchen) and Ngati Kāhungunu ki Pōneke Community Services Inc. This was funded through a three year contract (2015- 2018) and in the last year of the contract the Soup Kitchen withdrew from the collaboration.
5. In July Council approved a two months’ extension to this funding to allow time to develop an approach that was consistent with Housing First in reducing street homelessness.
6. It important to ensure our funding will augment the Ministry of Social Development (MSD) Housing First pilot for Wellington and provide an opportunity for a collective impact of a joined up approach to service delivery.
7. Officers have identified the need to work with key stakeholders to have input into the service design for Street Outreach and Tenancy Support both crucial components for our funding. This is planned for August /early September. MSD is still working through the process for the Housing First Pilot and anticipate this will be finalised in September 2018.
8. Officers are recommending a 3 month transitional grant for both Downtown Community Ministry (\$35,283) and Ngati Kāhungunu ki Pōneke (\$43,761) to allow time to progress this work.
9. Officers will come back to the Grants Subcommittee on 19 September with recommendations for contract funding. Any recommendation over \$100,000 in one

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financial year will then need to be considered by the City Strategy Committee on 4 October 2018.

Wellington Night Shelter Trust

10. The Wellington Night Shelter currently provides hostel and emergency accommodation for men who are homeless.
11. The Trust is funded through a three year contract (2015/18) with a level of funding of \$95,000 p.a. In 2017/18 this was increased to \$152,389 (a one off).
12. The Trust is developing a model that while still offering emergency accommodation, will include transitional housing, extension of hours coupled with social work support.
13. Council approved a transitional grant of \$25,398 for a two-month extension of the existing contract for The Wellington Night Shelter (for July and August 2018) to allow for the organisations to agree on future plans for delivery.
14. Officers are now recommending a 3 year contract of \$95,000 p/a. This is a continuation of \$95,000 for ongoing support with an additional \$65,000 (in 2018/19) to develop a model for and delivery of transitional accommodation. The funding for the \$65,000 will be applied to the LTP transitional housing funding.

Officers

- Jenny Rains, Manager, Community Services
- Jennifer Parker, Team Leader, City Partnerships
- Mark Farrar, Team Leader Funding and Relationships

Attachments

Nil

Author	Mark Farrar, Team Leader Funding and Relationships
Authoriser	Jenny Rains, Community Services Manager Stephen McArthur, Manager Community Networks Barbara McKerrow, Chief Operating Officer

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SUPPORTING INFORMATION

Engagement and Consultation

A number of organisations seeking support through our grant programmes have made detailed submissions within the 2018/2028 Long-Term Plan consultation process.

Treaty of Waitangi considerations

For each of these grant funds there are specific criteria and questions relating to Māori. The Social and Recreation Fund applicants are asked to describe how their project services to assist Māori potential.

Financial implications

The Long Term Plan makes provision for community grants in several places:

- 2.1.6 – Community environmental initiatives
- 3.1.4 – Grants and creative workforce
- 4.1.4 – (Arts and) Cultural grants
- 5.2.4 – Grants (Social and Recreation).

The Social and Recreation Fund comes under project (157.1124). Additional provision was made in the Long Term Plan (2018-28) for Transitional Housing funding.

Policy and legislative implications

Council funds have been created to assist community initiatives in line with Council strategy. Council Officers engage and consult widely with a range of groups and organisations before funding applications are made and throughout the assessment process.

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

Projects seeking support from Council are delivered by organisations and groups who are legal entities and responsible for health and safety of the project, events, etc.

6. Public Excluded
Recommendation

That the City Strategy Committee:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
6.1 Central Business District Building Conversion Update	7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	
6.2 Land acquisition	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
6.3 Housing Development Update	7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	