
**ORDINARY MEETING
OF
PŪRORO RANGARANGA | SOCIAL, CULTURAL AND
ECONOMIC
AGENDA**

Time: 9.30am
Date: Thursday, 1 September 2022
Venue: Ngake (16.09)
Level 16, Tahiwi
113 The Terrace
Wellington

MEMBERSHIP

Mayor Foster
Deputy Mayor Free
Councillor Calvert
Councillor Condie
Councillor Day (Chair)
Councillor Fitzsimons
Councillor Foon
Liz Kelly
Councillor Matthews
Councillor O'Neill
Councillor Pannett
Councillor Paul
Councillor Rush
Councillor Woolf
Councillor Young (Deputy Chair)

Have your say!

You can make a short presentation to the Councillors, Committee members, Subcommittee members or Community Board members at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8337, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about. All Council and committee meetings are livestreamed on our YouTube page. This includes any public participation at the meeting.

AREA OF FOCUS

The Pūroro Rangaranga | Social, Cultural and Economic Committee has the following responsibilities:

- Arts, Culture, and Community Services
- Wellington City Social Housing
- Council's City Events
- Parking Services
- Parks, Sport and Recreation
- Community resilience
- Economic development
- Māori Strategic Development.

The Committee has the responsibility to discuss and approve a forward agenda.

To read the full delegations of this committee, please visit wellington.govt.nz/meetings.

Quorum: 9 members

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1. Meeting Conduct

1.1 Karakia

The Chairperson will open the meeting with a karakia.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

At the appropriate time, the following karakia will be read to close the meeting.

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana, te wairua	Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind
I te ara takatū	
Koia rā e Rongo, whakairia ake ki runga	Oh Rongo, above (symbol of peace)
Kia wātea, kia wātea	Let this all be done in unity
Āe rā, kua wātea!	

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 4 August 2022 will be put to the Pūroro Rangaranga | Social, Cultural and Economic 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 Pūroro Rangaranga | Social, Cultural and Economic 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 Pūroro Rangaranga | Social, Cultural and Economic Committee.

Minor Matters relating to the General Business of the Pūroro Rangaranga | Social, Cultural and Economic 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 Pūroro Rangaranga | Social, Cultural and Economic 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 31.2 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

NEW GRANVILLE

Whakarāpotopoto | Summary

Primary Petitioner:	Debbie Port
Total Signatures:	20
Presented by:	Granville Flat Residents
Relevant Previous decisions	City Housing Provider Design Options were agreed on by the Social Cultural and Economic committee on 4 August 2022. At the same meeting, elected members requested officers investigate a plan to keep Granville tenants together in the Berhampore Community in social housing.

Financial considerations

Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

Low Medium High Extreme

City Housing is committed to rehousing all Granville residents in suitable City Housing homes.

Author	David Ensor, Acting Manager City Housing
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

That the Pūroro Rangaranga | Social, Cultural and Economic Committee:

1. Receive the information and thank the petitioner.

Takenga mai | Background

1. Wellington City Council operates a system of Petitions whereby people can conveniently and electronically petition the Council on matters related to Council business.
2. The Petition details are as follows:

Dear City Housing,

In response to your offer to take seriously any suggestions and requests from us in relation to the dispersion of the Granville Community and the demolition of our homes, we, the undersigned, would like to ask you to build a new complex dedicated, in the first instance, to rehousing Granvillians and retaining the community we have built up over many years. In support of this request, we would make the following points:

- 1. We are in the middle of a housing crisis and more stock is required, not less.*
- 2. City Housing has already committed to increasing its housing capacity under the CHP structure.*
- 3. We have built up a vibrant and supportive community together and our dispersion will set back the benefits of this enormously.*
- 4. A 'new Granville' which kept us together would make good on years of promises for an 'upgrade'.*
- 5. This would improve our quality of life and enable us to contribute to society with ongoing projects like 'fixery', art installations, carving...etc.*

We appreciate the goodwill and hard work that has gone into making his difficult decision less damaging to Granville tenants, however, it is our submission that the most effective path to achieving this would be to re-house us together in a New Granville.

Sincerely,

3. The Petition closed on 16 August 2022 with 20 authenticated signatures. The list of authenticated signatures is presented as **Attachment 1**.

Whakautu | Officers' response

Whakarāpopoto | Executive Summary

1. The Wellington City Council and the Wellington Tenth's Trust (the Tenth's) have jointly agreed to end the Council's lease of the Granville Flats site. All residents will be rehoused by December 2023 and the site prepared to be handed back to the Tenth's Trust when this work is completed.
2. City Housing staff have been working with residents since June 2022 to complete needs assessments as the first step in identifying suitable new homes.

-
3. It will not be possible to rehouse all Granville residents together in the Berhampore area, but City Housing is committed to working with all residents to support them to move into new homes and communities that meet each of their needs and wants, and to connect them to community leaders, events, activities, and services.

Takenga mai | Background

1. Granville Flats comprises of three apartment buildings, situated at 559 Adelaide Road Berhampore. It houses 144 tenants across 107 units. The flats are built on land that is owned by the Tenth's and leased by the Council which owns the Granville Flats buildings.
2. The lease agreement between the Tenth's and the Council was due for renewal in May 2023. The lease was first signed in 1960 and last renewed in 2004. The Council has a perpetual right of renewal.
3. In December 2021 WCC and the Tenth's agreed to exit the lease, which was confirmed in February 2022. The Council supports this decision and will work to re-house all current residents in alternative City Housing homes.
4. This decision was announced to tenants at the Granville Flats and local stakeholders on 8 June 2022.
5. City Housing staff have been working with residents at Granville since then, starting with C block, to complete needs assessments to understand what each resident wants and needs from their new home. Residents are prioritised for re-housing according to City Housing's prioritisation framework. When suitable homes become available, they are offered to residents based on their needs assessment. If a resident declines to move to that property, it is offered to the next resident on the priority list. Residents can continue viewing properties until they find one that is suitable. The priority of residents is not impacted by declining to view or accept an offer.
6. The needs assessments also seek to understand each resident's community connections, and homes offered allow these connections to be maintained as much as possible.
7. The buildings at Granville are required to be fully vacated by December 2023, to allow time to prepare the site to be handed back to the Tenth's.
8. City Housing is working to the below timeline to complete resident needs assessment and rehousing processes.
9. The first residents moved from Granville into their new homes in July 2022. Feedback from the residents indicates they like their new homes which are in upgraded complexes that are warmer and more modern, and that they were very satisfied with the process followed and the service they received.

1. BLOCK C	2.	3.
4. Date	5. Step	6. What's happening
July/August 2022	Needs assessment	Tenancy advisor has met with residents of Block C, to discuss what they want from their next home
September/October 2022	Choose new home	Residents of Block C review options and choose their next home
November/December 2022	Move to new home	Block C residents move to their new homes (over time, on a suitable date)
December 2022	Moves complete	All Block C residents will be in their new homes

7. BLOCKS A AND B	8.	8.
9. Date	10. Step	11. What's happening
October to December 2022	Needs assessment	Tenancy advisor will meet with residents of Blocks A and B, to discuss what they want from their next home
February to September 2023	Choose new home	Residents of Blocks A and B review options and choose their next home
July to December 2023	Move to new home	Blocks A and B residents move to their new homes (over time, on a suitable date)
December 2023	Moves complete	All Block A and B residents are in their new homes
January 2024 ongoing	Buildings prepared for site return to Tenth's	

Kōrerorero | Discussion

1. City Housing has committed to rehousing all Granville residents in alternative homes that will meet their needs into the future. Tenants will be moved into homes in City Housing complexes that have been upgraded, and homes will be warmer, and more modern than the apartments at Granville.
2. A team has been established within City Housing to support residents through the process of finding and moving to new homes and communities. City Housing will cover the costs of moving and any utility set up costs.
3. Through the Needs Assessment process undertaken for C block, and beginning for A and B blocks in October 2022, tenants have indicated desires to relocate to other parts of the city, including Kilbirnie, Johnsonville, Newtown and Te Aro.
4. Many City Housing sites, including all upgraded complexes with the exception of Regent Park apartments, contain community rooms and other spaces that provide opportunities for the community and residents to connect and engage in a wide range of activities, including similar ones to those currently in place at Granville.

5. City Housing staff will proactively work with residents as they consider their options and when they move into their new communities, to connect them with kaitiaki and the services, groups, and agencies that work within the community.
6. Following the Pūroro Rangaranga | Social, Cultural and Economic committee meeting on 4 August 2022, the Berhampore area was reviewed to understand the feasibility of rehousing all current Granville residents in the Berhampore area. This assessment did not identify any suitable options that would allow for this to occur within the timeframe available to rehouse residents.
7. There is significant green space immediately south of the Granville Flats site which includes the Berhampore Golf Course, however this is town belt land and cannot be used for housing.
8. There is another City Housing complex in Berhampore, the Rintoul Street Villas at 271 Rintoul Street. This site contains 78 units across 12 buildings and has not been upgraded.
9. The Rintoul Street Villas will be upgraded in the coming years as part of phase two of the Housing Upgrade Programme. Work to understand the potential to increase the number of units on this site as part of the upgrade programme is at the very early stages, however it is likely there will be the possibility of increasing the number of homes on this site.
10. The upgrade of the Rintoul Street Villas is unlikely to begin in the next three years, and any significant upgrade or rebuild of the site will take multiple years and require all residents to be rehoused elsewhere to allow for this work to happen.
11. It will not be possible for this site to be used to house all Granville residents within the timeframe provided to exit the Granville site.
12. Where possible, City Housing staff will work with groups of residents to rehouse them in the same complex or close by, if their needs assessments and discussions with residents suggest this is a good option for them.

Ngā mahinga e whai ake nei | Next actions

1. City Housing staff will continue to work with residents at Granville to fully understand their requirements for their new home, and will match them to suitable homes.
2. Granville residents will be fully supported as they move to new homes that are more modern and warm. All moving and utility set up costs will be covered. City Housing staff will connect residents to kaitiaki and other community groups and services to enable residents to feel connected and supported within their new communities.

Attachments

Attachment 1. Petition signatures [!\[\]\(cbe2492b119e39e02a1dab2af4a4b296_img.jpg\) !\[\]\(2f36c159ea3670f7a62f64a4f1cf5c05_img.jpg\)](#)

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1. We are in the middle of a housing crisis and more stock is required, not less.
2. City Housing has already committed to increasing its housing capacity under the CHP structure.
3. We have built up a vibrant and supportive community together and our dispersion will set back the benefits of this enormously.
4. A 'new Granville' which kept us together would make good on years of promises for an 'upgrade'.
5. This would improve our quality of life and enable us to contribute to society with ongoing projects like 'fixery', art installations, carving... etc.

We appreciate the goodwill and hard work that has gone into making this difficult decision less damaging to Granville tenants, however, it is our submission that the most effective path to achieving this would be to re-house us together in a New Granville.

Sincerely,

Signature	Name (printed)	Flat number in Granville
	Tina Tonge	Granville
	Debbie McCall	Granville 3.1
	Bella Bolton	Granville 10
	Nele	Granville Flats
	Kiki	# 81
	Chris Whiting	0211878649
	6 Deena	# 62
	3 JARREN D	022 0378 366
	Charissa Bartlett	9 #57
	Charlene Maake	86
	B E KELLY	74
	Thelma Brown	47
	Meda	# 90

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Sincerely,

Signature	Name (printed)	Flat number in Granville
<i>J. Walker</i>	Lothar Vetter	# 100f
<i>JBull</i>	Jacob Bull	96
<i>Brown</i>	Theresa Brown	285 B Rindoul St.
<i>MS</i>	Max Smith	# 10 son of Bella Baller
<i>Markosbouane</i>		# 99
<i>Debbie Pat</i>	Debbie Pat	301/46 Ngauru St
<i>Anahera Pat</i>	Anahera Pat	#12/554

3. General Business

TŪPIKI ORA ACTION PLAN

Kōrero taunaki | Summary of considerations

Purpose

1. Following the adoption of Tūpiki Ora Māori Strategy (the Strategy) on 5 May 2022, this report to the Pūroro Rangaranga | Social, Cultural and Economic requests approval of the Tūpiki Ora Action Plan (the Action Plan).
2. The Action Plan sets the platform for Wellington City's action towards the pursuit of Māori wellbeing; it provides the framework for a citywide response led by the Council, Mana Whenua, and Māori to achieve the vision of the Strategy.
3. The Action Plan and the Strategy are complementary documents and work together to achieve Te Pae Oranga (our destination).

Strategic alignment with community wellbeing outcomes and priority areas

4. **Tūpiki Ora is a key overarching 'Tuakana' strategy for the organisation that sets the parameters that all Council strategies and action plans will eventually align to so that Te Pae Oranga outcomes are accomplished as an organisation.**
5. **The Tūpiki Ora Action Plan sets the scene for the Council and how it will achieve the well-being outcomes determined by Mana Whenua and Māori communities. These two key documents sit alongside current Council strategies and provide guidance to those strategies to steer how they achieve the same outcomes.**

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with Mana Whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

On 31 March 2022 Council adopted Tākai Here, Mana Whenua Partnership Agreement which outlines how Council and Mana Whenua will work together through agreed principles and approaches.

On 5 May 2022, Pūrongo Rangaranga adopted the Tūpiki Ora Māori Strategy which outlines how Council, Mana Whenua, and Māori will

Significance

support developing vibrant, thriving whānau in Pōneke.

The decision is **rated medium significance** in accordance with Schedule 1 of the Council’s Significance and Engagement Policy.

The Action Plan aligns with the Strong partnerships with mana whenua priority of the Long-term Plan and is stated as a key initiative.

In alignment with the Council’s engagement criteria, we conducted targeted engagement, engaged early, and applied a highly collaborative approach with mana whenua and Māori.

Financial considerations

Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

- 6. No additional funding will be required to deliver the Action Plan for the 2022/23 Financial Year.
- 7. The budget required for the immediate delivery of actions and initiatives to achieve the outcomes of the Strategy will be met within the existing Annual Plan/Long-term Plan budgets. It will require the collaborative effort of Council business units, Council Controlled Organisations, and the wider city to utilise their existing budgets to deliver on the Action Plan.

Risk

Low Medium High Extreme

- 8. The Action Plan will mitigate the Council’s strategic risk of inadequate partnership practice by building on the framework set out in the Strategy. The Action Plan will describe the key areas of focus that our mana whenua partners have co-developed and endorsed.

Author	Johnnie Freeland, Manager Māori Strategy
Authoriser	Karepa Wall, Chief Māori Officer

Taunakitanga | Officers' Recommendations

Officers recommend that the Pūroro Rangaranga | Social, Cultural and Economic Committee:

- 1) Approve the Tūpiki Ora Action Plan with minor editorial changes following the Committee meeting.

Whakarāpopoto | Executive Summary

9. The Long-term Plan 2021-31 set a new Māori strategic direction within our city and articulated Council's commitment to strengthening mana whenua and Māori partnerships.
10. The Strategy was a key initiative completed within the first year of the Long-term Plan. It outlined our vision, aspirational waypoints, and outcomes.
11. The second component of the Strategy is the Action Plan. This articulates how the Council will implement the Strategy and achieve mana whenua and Māori aspirations and outcomes.
12. The Action Plan has been developed to identify a range of activities and initiatives across Council business units and Council Controlled Organisations (CCOs) to deliver the Strategy across the city.
13. The Action Plan also considers the shared priorities of mana whenua and the Council, aligned to Tākai Here, our Mana Whenua Partnership Agreement.
14. We are creating a monitoring and reporting framework to identify and measure progress against the actions within the Action Plan, alongside an outcome's measurement framework for the Tūpiki Ora Strategy.

Takenga mai | Background

15. Pūrongo Rangaranga approved the Strategy in May 2022, and officers committed to providing an accompanying Action Plan.
16. We have delivered an Action Plan that provides a pathway for delivering on the Strategy that is achievable for the Council, using the four waypoints to assess how we are tracking towards outcomes.

Kōrerorero | Discussion

16. The Action Plan outlines key actions across the four waypoints identified in the Strategy, to navigate the waka hourua across the next 3-5 years toward fulfilling the overall vision:

Kia mauri ora te taiao, kia mauri ora te whānau, kia mauri ora te ao Māori.

The vitality of our environment is nourished, the wellbeing of our whānau is fostered, te ao Māori is embraced and celebrated.

17. The Action Plan uses the four priority waypoints to prioritise our activities to achieve the outcomes determined by our communities.
18. The four waypoints that shape the Action Plan are as follows:
 - 1) **Te whakatairanga i te ao Māori** - Enhancing and promoting te ao Māori
 - 2) **Tiakina te taiao** – Caring for our environment
 - 3) **Te whakapakari pūmanawa** – Building capability
 - 4) **He whānau toiora** – Thriving and vibrant communities
19. The waypoints have been unpacked into achievable activities that we will deliver over the years 2022-2027. The long-term actions must be determined; our approach is to plan with mana whenua and Māori communities once we have made progress in implementing the short-term actions.

20. We have split the actions into short-term and long-term high-level actions to ensure that we have flexibility to assess our progress against the desired outcomes and adjust future activities to meet our mana whenua and Māori communities' expectations.
21. Ensuring flexibility is built into the Action Plan is key to attaining the outcomes of the Strategy. Ongoing meaningful mana whenua and Māori engagement will allow for re-prioritisation based on partnership discussions, will create an environment where the delivery of the Strategy can be focused on meeting current needs and upcoming needs for all.
22. Details on the activities and initiatives will continually be developed alongside mana whenua, Māori, Council business units and CCOs.
23. Quality measurements, monitoring mechanisms, reporting processes, and risk management principles will also be developed alongside the Action Plan and fed back to the Pūrongo Rangaranga Committee on a regular basis.
24. Mana whenua and Māori communities will be invited to continue their work alongside the Council to establish oversight processes for the Action Plan to support monitoring and reporting.
25. From 01 July 2023, all actions in the plan will be incorporated into Council work programmes, with clear lines of accountability and resources allocated across the organisation.

Kōwhiringa | Options

26. Options include approving the Action Plan, as outlined in this paper, or not approving the Action Plan which would mean the Strategy would remain a strategic document of the Council and the city with no tangible or practical method on how it could be implemented.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

27. The Action Plan further supports the key priorities of the LTP by aligning to several existing Council strategies. The Action Plan will identify and bring together a range of initiatives that contribute to achieving joint outcomes together.
28. The Action Plan, specifically aligns strongly to:
 - Te Atakura, First to Zero
 - Te Mahana, Homelessness Strategy
 - Housing Strategy
 - Accessible Wellington Action Plan
 - Aho Tini 2030: Arts, Culture & Creativity Strategy
 - Our Capital Spaces
 - Strategy for Children and Young People
29. The Action Plan also aligns to Tākai Here, key mana whenua strategies and other regional Māori strategies of Te Whanganui a Tara.

Engagement and Consultation

30. The Action Plan aligns to the Strong partnerships with mana whenua priority of the Long-term Plan and is stated as a key initiative.
31. In alignment with Council's engagement criteria, we have meaningfully engaged with mana whenua and Māori throughout this process, ensuring that their voices, aspirations, and perspectives are reflected in the Action Plan. Ongoing engagement across mana whenua, Māori communities, Council business units and Council Controlled Organisations (CCOs) will be a key factor in ensuring the successful delivery of outcomes.
32. We are working with our CCOs on a collective CCO Māori Strategy and Action Plan. This will give effect to Tākai Here, the Strategy and the Action Plan. It will include:
 - **Capability** (e.g., cultural capability, Te Reo Māori capability, translation services, Mana Whenua partnership)
 - **Governance** (e.g., future Board directors programme)
 - **Pathways** (e.g., career pathways, Wellington/CCOs-wide Māori internship programme)
 - **Programming** (collective programming around key events e.g., Matariki, Te Wiki o te reo Māori etc.)

Implications for Māori

33. The Action Plan reflects the voices and perspectives of mana whenua and Māori across our city. A major part of the development of the Action Plan was drawing out actions from the key themes of discussion from our several huinga Māori held in early 2021.
34. The Action Plan will be the implementation of mana whenua and Māori derived direction setting for the future of the city. By implementing the Action Plan, we will start to see significant changes across the city that will attribute to the growing and strengthening of Māori wellbeing across Pōneke.
35. To ensure that we are delivering a maximum positive impact for Māori across, we will need to partner with central government agencies, Māori businesses, iwi-led organisations and kaupapa Māori organisations.

Financial implications

36. The delivery of actions will be met within the existing Annual Plan/Long-term Plan budgets. Each business unit will be responsible for the successful delivery of outcomes and are also responsible for ensuring that funding has been ringfenced through their existing budgets to meet this.

Legal considerations

37. The Local Government Act 2022 provides that the purpose of local government; is to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.
38. The Action Plan articulates the well-being aspirations and needs of mana whenua and Māori communities of Pōneke and enables the Council to promote and contribute to the

strengthening of the wellbeing of mana whenua and Māori through a range of actions and initiatives.

Risks and mitigations

The primary risk for Council is reputation. The risk is HIGH.

39. We have co-facilitated meaningful huinga Māori with mana whenua and Māori communities collating their aspirations and voices for the future of the city. We have also completed significant consultation with Council business units and CCOs, we are confident that the voices of our communities have been captured and are incorporated into the delivery.
40. Should the Action Plan not be approved, we face significant reputational damage with our mana whenua partners and our Māori communities. This would impact negatively on the massive progress the Council has made over the last 18 months in the mana whenua partnership space and strategic changes made to improve our service delivery for Māori in our city.

Disability and accessibility impact

41. The Action Plan speaks to the needs of whānau hauā/tāngata whai kaha/Māori with disabilities, and states that the 'voices and perspectives of our whānau hauā/tāngata whai kaha are listened to, valued, and embedded in decision-making at all levels'.

Climate Change impact and considerations

42. Mana whenua have recognised roles and responsibilities as kaitiaki (guardians) of our natural resources. By working together, we can strengthen our efforts to care for our natural systems, build resilience, and adapt for the benefit of current and future generations.
43. One of the four waypoints identified in the Action Plan is Tiakina te Taiao, Caring for our Environment.
44. Environmental issues in our city require targeted resourcing, investment, and strategy to support real change within communities. The Action Plan has prioritised working alongside mana whenua, Māori, community groups, and others to address significant environmental challenges for the ten years and beyond.

Communications Plan

45. We have worked with our communications team to develop an approach to promote the approval and delivery of the Action Plan, and key actions include:
- Communication to mana whenua and Māori communities
 - Internal communication with Māori staff, business units and CCOs.

Health and Safety Impact considered

46. Wellbeing sits at the heart of the Action Plan and focuses on practical steps to create the conditions of wellbeing for whānau to thrive. The aspirations of mana whenua and Māori align well with the Council's People and Culture Strategy and the need for Council to strengthen our organisation's capability and capacity.

Ngā mahinga e whai ake nei | Next actions

47. Upon approval of the Action Plan, work will commence on:

- 1) Finalising the short and long-term actions with business units and CCOs.
- 2) Developing quality measurements, monitoring mechanisms, reporting processes, and risk management principles.
- 3) Working with mana whenua and Māori in establishing oversight processes for the Action Plan to support monitoring and reporting.
- 4) Launching the Strategy and Action Plan in late 2022.

Attachments

Attachment 1. Tūpiki Ora Action Plan (Draft) [↓](#) 

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Tūpiki Ora Action Plan 2022 – 2027 (draft)

Purpose

1. The Tūpiki Ora Action Plan 2022-27 (the 'Action Plan') sets out how the Council will implement the Tūpiki Ora Māori Strategy over the 2022-2027 period.

The Action Plan

2. The *Tūpiki Ora Action Plan* (the 'Action Plan') outlines Goals and Actions across the four Pae Hekenga Waypoint Priorities identified in the *Tūpiki Ora Māori Strategy* (the 'Strategy'), to start navigating the waka toward the 10-year vision of the Tūpiki Ora Māori Vision:

Kia mauri ora te taiao, kia mauri ora te whānau, kia mauri ora te ao Māori.

*The vitality of our environment is nourished, the wellbeing of our whānau is fostered,
te ao Māori is embraced and celebrated.*

3. This Action Plan supports progressing the intention of *Tākai Here* (Mana Whenua and Wellington City Council Agreement), for Mana Whenua, Māori and the Council to collaborate in a manner that enables a community-led response to the priorities identified through consultation in 2021.
4. The Action Plan sets out actions to be undertaken by the Council in 2022-2027 across each of the four Priority Waypoints as identified in the Tūpiki Ora Māori Strategy:
 1. Te whakatairanga i te ao Māori - Enhancing and promoting te ao Māori
 2. Tiakina te taiao – Caring for our environment
 3. Te whakapakari pūmanawa – Building capability
 4. He whānau toiora – thriving and vibrant communities
5. The four Priority Waypoints keep the high-level actions across the 10 years connected to the vision and outcomes.
6. The Tākai Here Mana Whenua and Wellington City Council Agreement signed on 29 April 2022, means that this Action Plan also provides further milestone opportunities to bring the partnership to life through implementing actions and in a way that enables community-led responses.
7. For the Council to best enable and position itself to deliver the Strategy and meet the Tākai Here expectations a series of actions were provided in the development of the Strategy that are focused on the Council's internal operations, capability, and capacity. We have reflected these at a high level within the Action Plan, however, we recommend further consideration is made to identify the capability needs of the Council to deliver the Tūpiki Ora Strategy.

Vision	<p><i>Kia mauri ora te taiao, kia mauri ora te whānau, kia mauri ora te ao Māori.</i></p> <p><i>The vitality of our environment is nourished, the wellbeing of our whānau is fostered, te ao Māori is embraced and celebrated.</i></p>	
Pae Hekenga: Priority Waypoint 1	Goal	Action 2022-2027
<p>Te whakatairanga i te ao Māori - Enhancing and promoting te ao Māori</p> <p>Mana Whenua and Māori aspirations for Wellington are firmly fixed on elevating and celebrating te ao Māori in all spaces, normalising te reo Māori, and creating a sense of community pride for all things Māori within our city. Through increased visibility and presence of te ao Māori, Wellington will become a culturally rich city for all.</p>	<p>1.1 A Te Reo Māori Strategy and Action Plan is designed and implemented in partnership with Mana Whenua. The Strategy will set out the Māori language priorities and activities for the city.</p>	<p>In partnership with Mana Whenua, we will:</p> <ul style="list-style-type: none"> • facilitate and enable the development of a te reo Māori strategy to align with the goal of being a bilingual city by 2040; • co-design a Māori language action plan for 5 years – this will identify priorities and measures and be reviewed in 4 years); and • identify the activities to enable access, use, learning and exposure to te reo Māori. <p>We will review and renew internal policies to align with the strategic direction and expectations of the te reo Māori strategy. Some of the specific actions that fall within this are:</p> <ul style="list-style-type: none"> • develop a bilingual policy that supports our progress towards becoming a bilingual city; • refresh Mapihi Maurea – Naming Policy; and • explore new spaces for te reo Māori in the city.
	<p>1.2 Wellington is a bilingual city by 2040 – Māori, Mana Whenua and the wider community have access to learning opportunities to use te reo Māori</p>	<p>In partnership with Mana Whenua, we will:</p> <ul style="list-style-type: none"> • explore ways to restore the indigenous names within our city; • embed te ao Māori into our communications, engagements and interactions that present a balanced worldview;
	<p>1.3 Mana Whenua and te ao Māori narratives, identities, histories and landmarks are increasingly present and visible, and there is a growing understanding and</p>	

	<p>recognition within the region through education and resource.</p>	<ul style="list-style-type: none"> design opportunities for Mana Whenua to bring Indigenous histories to the forefront; develop our understanding of Mana Whenua; expectations and aspirations for how they are visually represented, acknowledged, and reflected throughout the city, artwork, landmarks, and narratives are (including gateway signage, street signs); and identify, establish, resource and/or support events, celebrations, and that give expression to a te ao Māori presence.
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Pae Hekenga: Priority Waypoint 2	Goal	Action 2022-2027
<p>Tiakina te taiao – Caring for our environment Environmental issues in our city require targeted resourcing, investment, and strategy to support real change within communities. The Council, Mana Whenua, Māori and community groups will work together to support existing environmental initiatives and ensure there is a considered approach to addressing major environmental challenges for the next 10 years and beyond.</p>	<p>2.1 The Council, Mana Whenua, Māori and community groups will work together to support existing environmental initiatives to address major environmental challenges for the next 10 years and beyond.</p>	<p>We will work in partnership with Mana Whenua and key partners to:</p> <ul style="list-style-type: none"> develop our collective aspirations and expectations for the city’s environment including identifying the key challenges and opportunities for change (including the urban streams, climate resilience, community gardens, restoration of key sites, waste reduction). identify activities that we can support and/or fund with Mana Whenua that enable us to reach the collective aspirations for the urban environment of the city.
	<p>2.2 Support Climate Change efforts through increasing access and improving partnerships between Mana Whenua, Māori and key players (including local</p>	<p>We will:</p> <ul style="list-style-type: none"> fund the establishment of a Mana Whenua-led environmental working group that will monitor and advise on the Council’s climate change actions to ensure it aligns with Mana Whenua aspirations and values;

	<p>government) who are advocating for climate change solutions, human behavioural changes and actions towards a more sustainable future.</p>	<ul style="list-style-type: none"> • identify and design with Mana Whenua the environmental and climate change priorities and these will be reflected in climate change policy and actions and Te Atakura – First to Zero Climate Action Plan (Te Atakura); • establish a Māori climate change action and engagement workstream of Te Atakura; • facilitate and lead with Mana Whenua a series of wānanga on the impacts of change to resource management system, the Three Waters Review, and key environmental initiatives and programmes including the Waste Sewage Sludge processing, recycling, and waste management.
	<p>2.3 Restoring the mauri ora to our taiao is a priority for all environmental initiatives.</p>	<p>We will:</p> <ul style="list-style-type: none"> • support and facilitate mātauranga Māori-led environmental initiatives that focus on restoring mauri ora to our taiao. • identify opportunities to support rangahau Mātauranga Māori that supports environmental efforts. • With Mana Whenua, identify key areas of significance across the city and engage regularly with key partners to inform resource management system to ensure Mana Whenua priorities and aspirations are reflected and upheld

Pae Hekenga: Priority Waypoint 3	Goal	Action 2022-2027
<p>Te whakapakari pūmanawa – Building capability</p> <p>The capability of Mana Whenua partners and Māori across our city</p>	<p>3.1 Council decision-making is underpinned by Te Tiriti o Waitangi and actively addresses and considers Mana Whenua perspectives and values.</p>	<p>To support robust decision-making, we will work in partnership with Mana Whenua to:</p> <ul style="list-style-type: none"> • develop a Partnership model that will support engagement and building a relationship between partners

<p>is important to us as the Council and we must contribute to its growth in order to create successive, thriving leaders in our communities. We are committed to developing trusted relationships and partnerships that are mutually beneficial, collaborative that ensures decisions and direction are set by Mana Whenua partners and supported by the Council.</p>		<ul style="list-style-type: none"> ensure the Council reflects Mana Whenua priorities and aspirations in all we do; ensure Mana Whenua involvement at all levels of decision-making to discuss key policy issues, priorities of each party, opportunities for collaboration and implementation of shared goals. <p>We will:</p> <ul style="list-style-type: none"> build internal capability on Council Tiriti leadership, Te Ao Māori and Mana Whenua priorities so that they are woven in all that we do; explore opportunities to support kaimahi Māori to confidently undertake their roles within the Council (e.g. Māori staff networks, wānanga, staff connecting to their own hau kāinga) reflect Tūpiki Ora strategy in all decision-making collect quality data, analysis, reporting and engagement with Mana Whenua.
	<p>3.2 The importance of partnership is recognised through an annual review of the partnership agreement with Mana Whenua (Tākai Here Agreement).</p>	<p>We work in partnership with Mana Whenua to:</p> <ul style="list-style-type: none"> keep track of our relationship and progress against the Tākai Here Relationship Agreement and its shared priorities with a goal of continuous improvement; and review and refresh annually the Tākai Here.
	<p>3.3 Growing iwi and Māori leadership and capability in the community.</p>	<p>We will work in partnership with Mana Whenua to:</p> <ul style="list-style-type: none"> identify opportunities (secondments, internships, scholarships kura reo, wānanga and other initiatives) to foster Māori leadership in the community. develop an understanding of iwi leadership and other capability needs and aspirations and identify activities and levers, to address them.

		<ul style="list-style-type: none"> explore future leadership programmes and opportunities for Mana Whenua to build sustainable governance.
	3.4 Te reo Māori capability is growing among staff.	<p>We actively work to increase access to te reo Māori learning opportunities for whānau Māori and the Council staff. at all proficiency levels.</p> <p>We will develop opportunities for Mātauranga Māori, Pou Tikanga, and language expertise to be nurtured internally.</p>
	3.5 The Council is leveraging the community, business and industry reach to support Mana Whenua science and technology capability aspirations.	We partner with relevant agencies to support the development of a programme for Mana Whenua and Māori to boost capability and capacity in science and technology fields and industries.

Pae Hekenga: Priority Waypoint 4	Goal	Action 2022-2027
<p>He whānau toiora – thriving and vibrant communities</p> <p>Whānau wellbeing is important to our communities, and the Council will support communities to thrive. Specific areas for action include</p>	4.1 Whānau Māori are in warm, quality, safe and affordable housing throughout the city.	<p>We will work in partnership with Mana Whenua to:</p> <ul style="list-style-type: none"> engage with whānau Māori to identify housing needs and aspirations. develop housing initiatives and to actively seek solutions to prioritise putting whānau Māori into quality, safe, warm, and affordable housing.

<p>combating homelessness; supporting whānau Māori into their own homes; providing more options to access social services such as mental health for rangatahi Māori; increasing opportunities to grow Māori businesses, leaders and entrepreneurs; and investing in greater representation and presence of Mana Whenua and Māori culture, language and identity within and across our city. These actions (and others) contribute to strong, vibrant whānau who are self-determining.</p>	<p>4.2 Whānau, tamariki, māmā + pēpē, tangata whaikaha people and kaumātua can move around the city and access the services and spaces they need in Wellington.</p>	<p>We will develop a plan with Māori to identify priority actions to complete in the Accessible Journey Action Plan 2019 to enable Council-owned spaces and services to be more accessible and equitable to whānau, tamariki, māmā + pēpē, Disabled people and kaumātua.</p>
	<p>4.3 The local Māori economy is thriving in the city and is supported by deliberate efforts between the Council and partners to support Mana Whenua, Māori and businesses.</p>	<p>We will:</p> <ul style="list-style-type: none"> • develop and implement progressive procurement policies that increases Māori businesses and enterprise participation in the Council contracts (and align this with the Government’s progressive procurement policy). • create a space and support the development of a network for the local Māori economy within the city (i.e. Māori businesses) to connect and collaborate • support more Māori businesses and social enterprises through the Council and provide opportunities for businesses to build their own capability.
	<p>4.4 Rangatahi Māori in the city have an opportunity to grow their leadership capability through initiatives designed with Mana Whenua.</p>	<p>We will work in partnership with Māori in the city to:</p> <ul style="list-style-type: none"> • lead and facilitate wānanga for Rangatahi Māori to understand their leadership aspirations and to develop a leadership programme for them; • engage with key community groups online and in-person to develop an understanding of key priorities for these groups for the city and identify how their needs can be addressed through future changes in the city; and
	<p>4.5 Rangatahi, tangata whaikaha, takatāpui inform decision-making at all levels with the Council and Mana Whenua.</p>	

	<p>4.6 The Council is a strong advocate for human rights and advocates against racism, discrimination against marginalised communities, including Māori communities.</p>	<ul style="list-style-type: none">• support initiatives that are Māori-led and/or educational/learning programmes that advocate against racism in the city.
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DRAFT

RESERVES ACT 1977: STORMWATER AND WATER SUPPLY EASEMENTS AND ASSOCIATED WORKS - GRENADA NORTH RESERVE AND CARIBBEAN DRIVE RESERVE

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Pūroro Rangaranga | Social, Cultural and Economic seeks approval to:
 - a. Grant a stormwater easement over land held under the Reserves Act 1977 at Grenada North Reserve.
 - b. Grant a water supply easement over land held under the Reserves Act 1977 at Caribbean Drive Reserve.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe, and accessible capital city
- Innovative, inclusive, and creative city
- Dynamic and sustainable economy

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient, and safe place to live
- Safe, resilient, and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

No relevant previous decisions.

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy for the following reasons:

- Affects a limited number of individuals to a low degree.
- Has little public interest.
- Low consequence for Wellington City.
- Low impact on the Council being able to perform its role.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

2. There are no funding or revenue implications for Council. All legal and other costs for the easements will be met by the applicant.

Risk

| Low | Medium | High | Extreme

3. Overall, this proposal is considered to be low risk.

Authors	Kate Brown, Reserves Planner Lucie Desrosiers, Manager Development Urban Regeneration Sarah-Jane Still, Senior Property Advisor
Authoriser	John Vriens, Property Advisory Manager Paul Andrews, Manager Parks, Sports & Rec Liam Hodgetts, Chief Planning Officer Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That Pūroro Rangaranga | Social, Cultural and Economic:

- 1) Receive the information.
- 2) Agree to grant a mains stormwater easement in perpetuity over land at Grenada North Reserve, being part of Lot 5 DP 54434 and held on ROT WN23C/210, pursuant to Section 48 of the Reserves Act 1977.
- 3) Agree to grant a mains water supply easement in perpetuity over land at Caribbean Drive Reserve, being part of Part Section 41 Horokiwi Road District and held on WN34C/629, pursuant to Section 48 of the Reserves Act 1977.
- 4) Delegate to the Chief Executive Officer all necessary powers to negotiate and finalise the terms of the easements, including any compensation and any works in relation to the easements.
- 5) Note that the works will proceed in accordance with final Parks, Sport and Recreation agreement to all reserve management, work access and reinstatement plans.
- 6) Note that above approvals are conditional on:
 - a. Public notification under Sections 119 and 120 of the Reserves Act 1977
 - b. No sustained objections resulting from the above consultation and notification
 - c. Wellington Water Limited's approval of the final designs, and ongoing management requirements and responsibilities for the stormwater and water supply infrastructure
 - d. Satisfactory peer review of technical reports in relation to the proposed earthworks (as may be deemed necessary)
 - e. All related costs being met by Grenada North Nominees Ltd.

Whakarāpopoto | Executive Summary

4. Council has received a request by Grenada North Nominees Ltd (**GNNL**) for constructing stormwater infrastructure on a portion of Grenada North Reserve and constructing a new water reservoir on a portion of Caribbean Drive Reserve.
5. The proposed stormwater infrastructure would be owned by Wellington City Council (**Council**), with the stormwater management component operated by Wellington Water Ltd (**WWL**), and the landscape and recreation components managed by Parks, Sport and Recreation (**PSR**).
6. The proposed water reservoir would also be owned by Council and would be operated by WWL.
7. Stormwater management devices and water reservoirs require easements under the Reserves Act 1977 (**the Act**). Easements would grant permanent rights to manage stormwater and store potable water to Council.
8. The Act and the Northern Reserves Management Plan (2008) permit easements for stormwater and water supply infrastructure on reserve land.

9. Under the Instrument of Delegation for Territorial Authorities dated 12 July 2013, the Minister of Conservation has delegated authority to Council to grant easements over reserve land under the Act.
10. This, in turn, has been delegated to the Pūroro Rangaranga | Social, Cultural and Economic Committee, under its terms of reference

Takenga mai | Background

11. The GNNL development at Jamaica Drive is part of the wider Lincolnshire Farm Development Area.
12. As part of the planning for this development, GNNL and Council officers have been negotiating various open space components within the development site and existing adjacent reserves.
13. While this negotiation is ongoing, components include the vesting in Council of some of the GNNL land as reserve including a large, vegetated gully with benched farm tracks, a small neighbourhood park with a playground, and land for walking/cycling (recreation and commuter) connectivity to and over existing reserve land and surrounding areas.
14. The negotiation also includes GNNL placing excess fill on Grenada North Reserve; constructing stormwater attenuation ponds on Grenada North Reserve; and a water reservoir co-located with an existing water reservoir on Caribbean Drive Reserve.
15. A final agreement will include these components and any additional compensation required to be paid to the Council (if any).
16. Grenada North Reserve is classified as Recreation Reserve and Caribbean Drive Reserve is classified as Scenic Reserve.
17. The locations of Grenada North Reserve and Caribbean Drive Reserve are as shown in Attachment 1.
18. Stormwater attenuation devices to manage stormwater runoff generated by development are generally located on the development land. Similarly, where the existing water supply storage requires additional capacity, water supply infrastructure is generally located on the development land which may then be vested in Council as drainage reserve or incorporated into recreation or scenic reserve to vest.
19. Under the Act and the Northern Reserves Management Plan 2008, proposals for stormwater and/or water supply infrastructure on existing reserve land can be considered. An assessment of proposals is undertaken on a case-by-case basis. Assessment must consider the alternatives to locating the infrastructure on reserve land, potential impacts on the reserve values and whether a proposal is able to provide benefits to the reserve.
20. This report seeks a decision on the granting of easements on Grenada North Reserve and Caribbean Drive Reserve, in accordance with Section 48 of the Act.

Kōrerorero | Discussion

21. The portion of Grenada North Reserve that is proposed for stormwater attenuation ponds was significantly earthworked in the 1970's and is now covered with a mixture of regenerating native vegetation and weed species.

22. The proposal is to place excess fill material from the GNNL development to create a platform of approximately 6,000m² on the Grenada North Reserve. The platform would be designed and developed to accommodate three linked stormwater attenuation ponds that would attenuate, filter, and slowly release stormwater runoff from the bulk of the GNNL development area to the stream which flows through the reserve. This stream is part of the Porirua Stream catchment.
23. In addition to the ponds, the platform would include recreation tracks and a small flat grassed area for informal recreation. This grass area would also function as additional flood detention storage in significant rain events. Water would drain from the grass area to the attenuation ponds in a relatively short period of time.
24. The tracks and grass area would provide recreation benefits to existing Grenada North residents and to future residents of the GNNL development area.
25. The areas around the platform would be planted with native vegetation, which would improve the natural values of the reserve once established.
26. A draft concept plan showing the general layout of various reserve and recreation components for the whole development is shown in Attachment 2, and a draft concept plan of stormwater components in Attachment 3.
27. The National Policy Statement for Freshwater Management, Greater Wellington Regional Council (**GWRC**) and WWL policies, and the WCC Proposed District Plan all require stormwater neutrality so that post-development runoff flows are no greater than pre-development.
28. The alternatives for attenuating stormwater on the development land rather than on the reserve could include attenuation tanks for each new dwelling, oversized public stormwater pipes and/or the construction of attenuation ponds on the development land.
29. While attenuation ponds could be located on the development land, this would result in a reduction in the housing yield which also requires flat land, and it is unlikely that ponds would be implemented, with attenuation via tanks and pipes being deployed instead.
30. The key benefit of stormwater treatment through attenuation ponds rather than tanks and pipes is the improved water quality for the receiving environment of Porirua Stream through the filtering of stormwater with sediment settlement and the use of wetland plants. In addition, attenuation ponds can provide opportunities for the public to have an improved awareness of water sensitive urban design principles in regard to using green infrastructure as a stormwater management technique.
31. The existing water supply infrastructure in the Grenada North area does not have enough water storage capacity to supply the additional dwellings in the GNNL development area. Therefore, additional water supply storage is required for the GNNL development.
32. Constructing a new water reservoir on a ridge within the GNNL land is possible. However, as the ridge is narrow, the creation of an access road and a platform for a new water reservoir on the GNNL land would require removing the top of the ridge. This would impact on landscape values of the ridgeline and increase the earthworks required for the overall development.

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33. The proposed location for the additional water supply storage at Caribbean Drive Reserve would co-locate the additional water supply storage with an existing reservoir. The water supply pipes to and from the existing reservoir can be used for both the existing and proposed reservoirs. This would provide a less complex solution for the water supply network.
 34. While there are few if any benefits to reserve values of the proposed water supply infrastructure, there is a public benefit in increasing the capacity of existing water supply infrastructure through co-location of water storage.
 35. If the Committee agrees to grant the easements, subject to public notification, a legal agreement between the Council and GNNL will cover all aspects of the easements, the vesting of reserve land, the development and reinstatement of the existing reserves and reserves to vest, and compensation (if any).
 36. If there has been no progress on the proposals after a period of five years from 1 September 2022, any approvals for the easements will lapse and new easement applications will be required.
 37. Note that any betterment compensation would be applied to enhancing other reserves in the Northern Suburbs.
 38. Note that the works within the easement areas will be subject to the relevant bylaw, building and/or resource consent requirements.

Kōwhiringa | Options

39. The Committee can either choose to approve or decline one or both of the proposed easements. Similarly, on receiving feedback from the public notification for the easements, the Committee can choose to uphold objections.
40. Declining one or both of the proposed easements would mean that stormwater attenuation and/or water supply for the GNNL development would need to be accommodated on the GNNL land. Land vesting as reserve would need to be negotiated separately, and the recreation, landscape and ecological improvements to the Grenada North Reserve would not occur through this proposal.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

41. This proposal aligns with Council's strategic direction around more water sensitive urban design features in development, and Council's requirements for a robust water supply network.
42. This proposal is consistent with the Act and the Northern Reserves Management Plan.

Engagement and Consultation

43. Public notification is required under Sections 119 and 120 of the Act. This notification will be carried out if the proposed recommendations of this report are accepted.
44. A further report will be submitted (if necessary) to summarise submissions and recommend whether to uphold objections.

45. WWL have reviewed the proposal and consider that the proposal is acceptable, subject to final stormwater calculations, detailed design, and associated maintenance plans.
46. The developer has approached GWRC, who have indicated that stormwater aspects of the development will require consistency with GWRC strategies, policies, and plans, and that a discharge permit will be required.

Implications for Māori

47. The Proposed District Plan shows the Pareraho Track in the vicinity of Grenada North Reserve.
48. The stormwater attenuation proposal is occurring on a highly modified area of the reserve and seeks to improve water quality, the natural environment and recreation opportunities.
49. GNNL have sought comments from both Ngāti Toa Rangatira and Taranaki Whānui ki Te Upoko o Te Ika on the stormwater attenuation and development of Grenada North Reserve.
50. Ngāti Toa Rangatira have produced a Cultural Impact Assessment [CIA] which concludes with “*Te Rūnanga is supportive of the proposal as the development will not only provide much-need[ed] housing but will have a range of benefits for te taiao as outlined in this CIA.*”
51. In relation to the Pareraho Track, Ngāti Toa Rangatira has responded that:
“The Pareraho Track is a significant ancestral pathway for Ngāti Toa. We support the provision of walking and/or cycling pathways over the land as outlined in the proposal. These pathways will enable access from Takapū to Paparāangi and thereby reinstating a walking and cycling route from Takapū to Paparāangi.
The new walking and cycling trails will provide an opportunity to re-establish our history and values associated with Pareraho.
Te Rūnanga is seeking support from the Wellington City Council and the Grenada North Nominees Ltd to ensure recognition and appropriate mahi toi for the Pareraho Track.”
52. Taranaki Whānui ki Te Upoko o Te Ika has confirmed that there is no known pā, kāinga or urupā in the area; that gardening by Māori is recorded about 800m northeast of the site in the vicinity of Takapu Road Station and more likely used by Ngāti Toa; that a track from Korokoro Stream to Takapu Road was possibly in the vicinity; and that the main issue of cultural significance is impact of any works on the Porirua Stream, noting that extensive stormwater and sediment control plans will be in place.
53. Council officers and GNNL will continue to explore the opportunities raised through this initial consultation in respect to the development plans for Grenada North Reserve, including the wider connections and stormwater management.

Financial implications

54. There will be no costs to Council associated with the construction works. These will be met by GNNL, and they will also pay for all costs (survey and legal) associated with the granting of the easements.

Legal considerations

55. Council will use its solicitors to prepare and finalise the easement instruments and agreements.

Risks and mitigations

56. This proposal is rated as low risk on the Council's risk framework.

Disability and accessibility impact

57. The proposed works for Grenada North Reserve would improve current levels of accessibility within the reserve with the formation of a track network. The design of the access around the stormwater attenuation ponds for future maintenance will create much wider and level access from the end of Calypso St. Entrance design and surfacing will need to be carefully considered to ensure that accessibility requirements for reserve users are met.

Climate Change impact and considerations

58. Climate change predictions for Wellington City are that there will be longer dry spells, shorter wet spells, and increased rainfall during extreme rain events.
59. Stormwater attenuation devices reduce the potential impacts on receiving environments (freshwater and marine) such as flooding, and erosion caused by high rainfall events. The proposal will help to mitigate these effects, by capturing existing stormwater runoff as well as additional runoff from the GNNL development and releasing these in a controlled way.
60. Stormwater attenuation can also help to release the stormwater to streams over a longer period of time, helping to sustain stream flow during dry periods.

Communications Plan

61. A public notice will be placed in the newspaper and on Council's website. In addition, information on the public notice will be sent to the Tawa Community Board, Grenada Village Community Association, Horokiwi Community Association, Glenside Progressive Association, Churton Park Community Association and Churton Park Community Walkers.




Health and Safety Impact considered

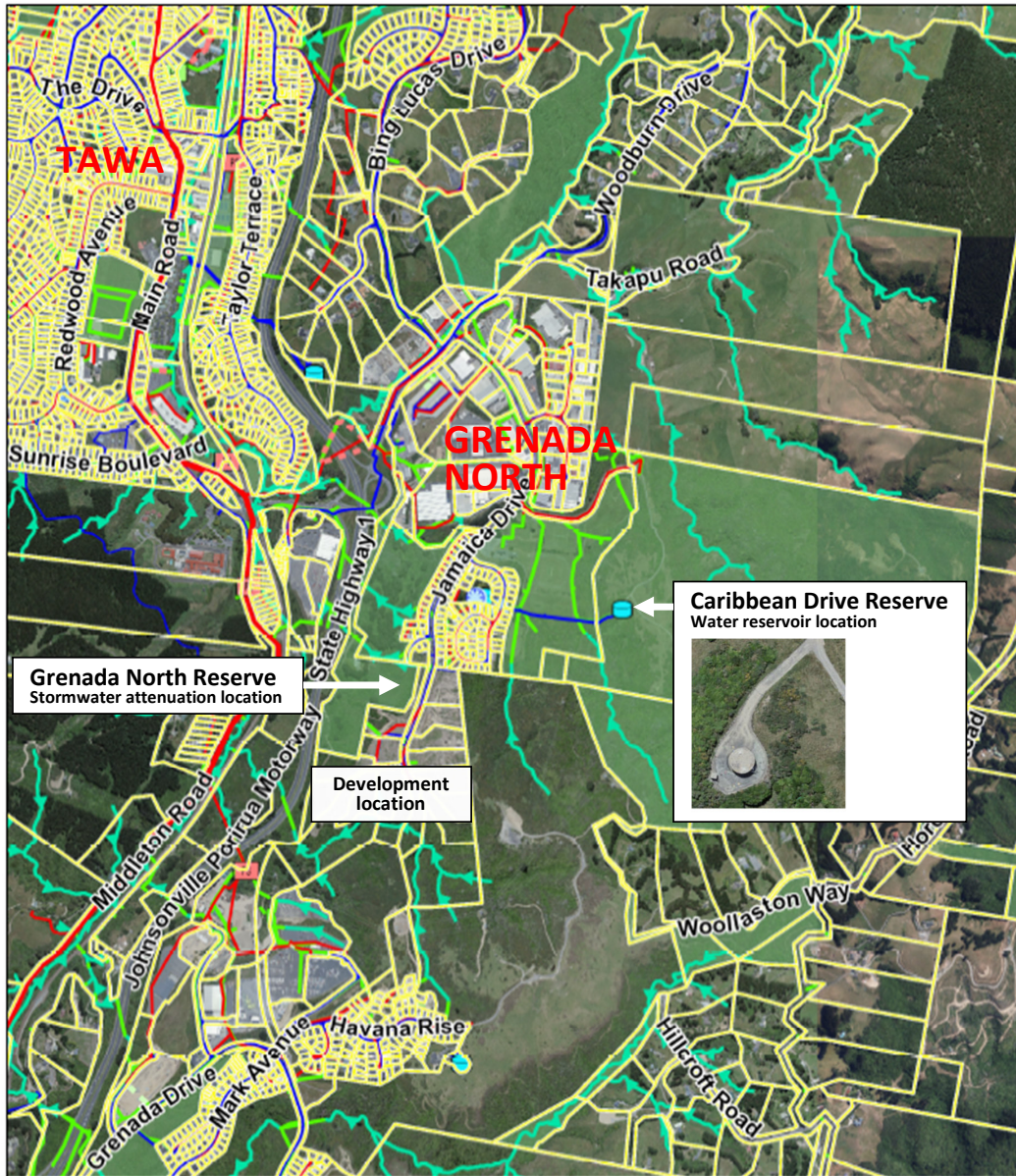
62. Health and Safety will be addressed in the PSR landowner approvals (permits for the construction periods) through conditions of approval and GNNL's construction management plans.

Ngā mahinga e whai ake nei | Next actions

63. If the proposed resolutions are accepted, officers will advertise the proposed easements under Section 119 of the Act.
64. If objections are sustained, then these will be reported to Committee for further consideration under Section 120 of the Act.

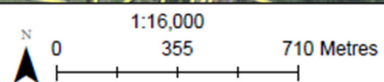
Attachments

Attachment 1.	Location Map ↓ 	Page 40
Attachment 2.	Draft Concept Plan - General Layout ↓ 	Page 41
Attachment 3.	Draft Concept Plan - Stormwater Components ↓ 	Page 42



August 16, 2022

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REVISION DETAILS	NAME	DATE
1 SEWER SHEET ADDED	RFH	07/22
2 STORMWATER UPDATES	RFH	07/22
3 SHEET NUMBERING	RFH	07/22
4 WETLAND DETAIL & OTHER MINOR UPDATES	RFH	08/22

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PROJECT: **PROPOSED DEVELOPMENT LOTS 1-16 DP 394192, JAMAICA DRIVE, GRENADA NORTH**
STORMWATER LAYOUT & CATCHMENTS

CLIENT: **GRENADA NORTH NOMINEES LTD**

SCALE	NAME	DATE	REVISION NUMBER
A1 1:1000	RFH	04/22	22771 P2
CHECKED	RFH	05/22	SHEET 6 OF 8 SHEET REVISION D

KARORI EVENT CENTRE

Kōrero taunaki | Summary of considerations

Purpose

1. Provide an update on and options for the completion of the fit-out of the Karori Event Centre.
2. Note that the Footnote Dance Company will not enter into a lease agreement as a head tenant at the Karori Event Centre (KEC) and will look for alternate opportunities for a future home.
3. Seek approval to repurpose the KEC capital and operational budgets to complete the fit-out of the building as a community hall
4. Agree to progress the Deed of Gift and for Council to accept the gifting of the Karori Event Centre Building from the Karori Community Hall Trust.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy
- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Outline relevant previous decisions that pertain to the decision being considered in this paper.

The Future of Karori Event Centre, April 23, 2020
2021/22 Annual Plan

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

1. There are no significant funding implications, the budget for the build is through the Annual Plan.

Risk

| Low | Medium | High | Extreme

2. There is minimal risk which relates to delays due to uncertainty of building supply chains.

Author	Jenny Rains, Manager Community Services
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That Pūroro Rangaranga | Social, Cultural and Economic Committee

- 1) Receive the information.
- 2) Note that the Footnote New Zealand Dance (Footnote) will not take up the option of a lease at the Karori Event Centre.
- 3) Agree to repurpose the KEC \$1.9 million capital and \$95,000 annual operational budget to complete the build and fit-out and deliver a community hall for Karori.
- 4) Progress the Deed of Gift, and for Council to accept the gifting, of the Karori Event Centre Building from the Karori Community Hall Trust.
- 5) Note that this gift will be the subject of a Deed of Gift detailing the terms and conditions required by both Council and the Trust.
- 6) Note that the fit-out capital project will be managed by Wellington City Council once the building has been gifted by the Trust to the Council.

Whakarāpopoto | Executive Summary

1. The building belongs to the Karori Event Centre Trust but is on Council land.
2. The Trust raised \$1.985million with Council contributing an additional \$920,000.
3. In 2016 the Trust commissioned professional services; the architect, the builder, project manager and began the build before the total project funding was available (raised).
4. The Trust was unable to raise the funds needed to complete the building and construction activity was effectively mothballed in late 2018. Whilst the building is weathertight, it has remained unable to be used.
5. In 2019 the Trust requested additional funding from Council and Councillors advised the Trust to work with officers to find a way forward, which includes meeting the needs of Footnote.
6. Officers proceeded with a paper to Council in April 2020 requesting additional funding to cover escalation costs of delay as well as design changes from the original plans.
7. An increase to the budget was agreed though the 2021/22 Annual Plan, resetting the budget at \$1.9 million capital and \$95,000 annual operational budget to complete the build and fit-out and providing a home for Footnote.
8. The scope was extended to meet the needs of Footnote, however the indicative costs to complete the fit-out had risen to \$3.2 million, including additional costs relating to fire protection not picked up in the original budget/design.
9. In June 2022 this project was put on hold to undertake a review to relook at the scope, to address the escalating costs and factor in the fire regulation requirements.
10. Footnote has decided not to progress the opportunity of KEC as a home base and are looking for opportunities that have better alignment with their current and future needs.

11. The removal of the tenancy of Footnote from the scope of the KEC fit-out provides an opportunity to deliver a community facility within the current budget, while still meeting the community's needs.
12. Officers' recommendation is to repurpose \$1.9 million capital and \$95,000 annual operational budget for the KEC to deliver a community hall for Karori.
13. Officers' recommend to progress the Deed of Gift and for Council to accept the gifting of the Karori Event Centre Building from the Karori Community Hall Trust.
14. To ensure there is effective delivery of the project Council will take ownership of and manage the new capex project (and budget).

Takenga mai | Background

15. The Karori Event Centre project has a 20-year history beginning with the community expressing the need for an additional community hall. This was further captured as part of the 2001 Karori Town Centre Upgrade.
16. In 2009 the community formed the Karori Community Hall Trust (the Trust) to raise funds to build a community hall (KEC).
17. The 2008 Community Facilities Review identified Karori as well served with alternative options. This included the cluster of Council facilities; the Karori Community Centre, the Rec Centre and newly upgraded library.
18. The Trust raised \$1.985m and the Council agreed to contribute an additional \$920,000 (comprising \$610,000 an advance on the St Johns site sale money plus a \$310,000 grant).
19. In 2016 the Trust began the build before they had total project funding available. The Trust was unable to raise enough money for the completion of the building and building activity was stopped in late 2018. Whilst the building is weathertight, it has remained unable to be used.
20. The Trust asked WCC for additional funding through the 2019 Annual plan and Councillors advised the Trust to work with officers to find a way forward and include the possibility of meeting the needs of Footnote.
21. Officers proceeded with a paper to Council in April 2020 requesting funding to complete the building, provide a home for Footnote and to enable community use during the evenings and weekend. A capital budget of \$1.22million was approved
22. To meet escalation costs due to delay and design changes from the original plans, an increase of funding was requested through 2021/22 annual plan, and the budget was reset at \$1.9 million.
23. Over the last 12 months WCC has facilitated discussions across all stakeholders and have built a strong cohesive community governance group comprising of The Trust, Footnote, WCC, and the Karori Community Centre (KCC).
24. Late 2021 it was noted that adequate fire protection relating to the proximity of the petrol station had not been factored in the design. This, along with the increased costs and delays due to covid, meant a significant increase in the project budget.
25. In June 2022 due to the high costs outlined in the revised QS for the fit-out and the fire compliance, WCC called a halt to any further work and undertook a review.

26. At this point Footnote (housed temporarily in Northland Community Centre) made the decision not to wait for completion of the build and not to progress the lease for the Karori Event Centre. Instead Footnote would seek options nearer the central city that better meet their current and future needs.
27. In July 2022 WCC, with the agreement of the Trust, undertook an independent review of the scope/design and related budgets including pragmatic options for the fire regulation requirements.

Kōrerorero | Discussion

28. The KEC building belongs to the Trust and is on WCC's land, through a ground lease. The Trust employed the architects, Project Manager and managed all aspects of the build project.
29. The Annual Plan budget for the fit out of the KEC is \$1.9 million but indicative costs to complete the fit-out had risen to more than \$3 million. This included additional costs relating to fire protection not picked up in the original budget/design.
30. Council officers called a halt to any further work in June 2022 and a peer review was undertaken.
31. The objective of the review was to find a cost-effective way to deliver the project, including compliance for the fire regulations allowing community to be able to use the foyer area. The original design wouldn't allow use of this space due to inadequate fire protection.
32. At the same time as undertaking a review, Footnote made the decision that that they would not progress the lease for the Karori Event Centre.
33. There were multiple reasons for this decision, largely because of the ongoing uncertainty about the timeline but also due to the limitations of being based in Karori in a shared space that were known but nevertheless was a compromise.
34. Footnote has been temporarily located at the Northland Memorial Community Centre. This has allowed them to continue with their programme of work including rehearsals, but the premises are unsuitable for a professional company. They will continue to seek premises that meet their current and future needs.
35. The decision of Footnote to withdraw from the Events Centre has meant that officers have been able to focus the project review on addressing fire risk, and also to relook reducing the scope of the project while still meeting the needs of the community.
36. To ensure there is effective delivery of the project it is important the Council takes ownership of the building and fully manages the project (and budget).
37. The Trust and the Council are developing a Deed of Gift to enable this to be progressed as soon as possible.
38. Officers are confident that with a reduced scope, the fit out can be completed within the existing capex budget. This is partly due to no longer needing to cater to Footnote needs and partly because of the different approach to scope items such as fire, acoustic, sound and light infrastructure to meet the needs of community users.
39. The current budget is for the completion of the fit-out to ensure community use and to provide a home for Footnote. The budget is \$1.9 million in capex and an operational budget of \$95,000 per annum for the operational costs of the building.

-
40. Footnote is no longer considering taking up a lease for the KEC building and this paper is recommending agreeing to repurpose the budget (as noted above). This will complete the fit-out and build and to deliver a community hall which will meet the community needs and the required fire regulations.

Kōwhiringa | Options

41. Recommendation is to support option one.

Option one

42. Agree to repurpose the KEC capital and operational budgets to complete the fit-out.
43. The fit-out will have a reduced scope, taking a different approach to meeting the fire regulations, acoustic, sound and light infrastructure while still meeting the needs of the community.
44. Progress the Deed of Gift and for Council to accept the gifting of the Karori Event Centre Building from the Karori Community Hall Trust.

Option two

45. Do not agree to repurpose the budget and keep the status quo, that is, don't provide further funding to the Trust.
46. It is highly unlikely that the Trust will be able to complete the building. As it is on WCC land, at some point WCC will cancel the lease and the building will come to Council ownership for either demolition or completion.

Option three

47. Complete the KEC fit-out with existing scope but with a solution that will deliver compliance to the fire regulations.
48. This would mean an additional \$1.3 million dollars of capex would need to be available to complete the building to a very high specification relating to the needs of Footnote.
49. With Footnote no longer considering this building as a future home the high specifications would be far beyond what is needed for community use/community hall particularly when the suburb is well served in the provision of community spaces. This includes the Fortuna Chapel which highly used as a performance space and the soon to be completed (March 2023) St Marys Anglican Church Te Korōria. (A multimillion-dollar facility which will provide a community hall and community services for the Karori community).

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

50. This is alignment with the Social Wellbeing Framework, Aho Tini and the LTP.

Engagement and Consultation

51. No engagement or consultation is required.

Implications for Māori

52. There are no known implications for Iwi.

Financial implications

53. The budget is in the Annual Plan and there are no significant financial implications but there will be a loss of \$23,000 per year of budgeted rental from Footnote's tenancy.
54. Ongoing operating costs for the building have been budgeted in the current Long-Term Plan, capex costs for future asset renewals will need to be considered in the next Long-Term Plan.
55. Any legal requirement will be addressed as part of the management of the project.

Risks and mitigations

56. Overall, this proposal is rated as low risk on the Council's risk framework.

Disability and accessibility impact

57. The fit out of the Karori Event Centre for a community hall will align with best practice for accessibility .

Climate Change impact and considerations

58. There are no greenhouse gas emission implications.

Communications Plan

59. We will work with all parties; The Karori Event Centre Trust, Footnote New Zealand Dance and the Karori Community Centre to develop key messages.

Health and Safety Impact considered

60. There are no Health and Safety implications.

Ngā mahinga e whai ake nei | Next actions

61. Proceed with the Deed of Gift and WCC taking ownership of the building.
62. Develop a WCC project management team to deliver the programme of work needed to complete the community hall.

Attachments

Nil

CIRCA FUNDING REQUEST

Kōrero taunaki | Summary of considerations

Purpose

1. This report to Pūroro Rangaranga | Social, Cultural and Economic Committee seeks a recommendation to the Pūroro Maherehere Annual Plan/Long-term Plan Committee for the inclusion of \$750,000 opex in the 2023/2024 draft Annual Plan for Circa Theatre's building upgrade.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

Relevant Previous decisions

Outline relevant previous decisions that pertain to the decision being considered in this paper.

During the 2022/23 Annual Plan process, Circa Theatre requested Council support for redevelopment work on the theatre through the provision of \$750,000 over three years. The following resolutions were passed at the Annual Plan / Long-Term Plan Committee on 1 June 2022:

23A Agree that officers continue to work with Circa Theatre on their proposal, including actively supporting their application for lotteries grant funding.

23C Agree to set aside \$50k funding in the 2022/23 year for the development of a business case / feasibility study to support Circa Theatre, following further work and discussions between Officers and Circa Theatre on the proposal. A report will come to committee to consider the lease, landowner approvals and partnership funding in 2022/23 with an update on progress to Councillors this calendar year.

Significance

The decision is **rated low significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy.

Financial considerations

Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$750,000

2.

Risk

Low Medium High Extreme

3.

Authors	Stephen Blackburn, City Events Manager Gisella Carr, Manager Creative Capital Lucie Desrosiers, Manager Development Urban Regeneration Paul Andrews, Manager Parks, Sports & Rec
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

Officers recommend the following motion

That Pūroro Rangaranga | Social, Cultural and Economic:

- 1) Receive the information.
- 2) **Agree/decline** to recommend to the Pūroro Maherehere Annual Plan/Long-term Plan Committee inclusion of \$750,000 opex in the 2023/2024 draft Annual Plan for Circa Theatre's building upgrade which represents an additional one-off 0.18% rates increase.
- 3) Agree that the future release of any Council funding would be subject to a Funding Agreement between Circa Theatre and the Council, the terms of which would be approved by the Chief Executive.

Whakarāpopoto | Executive Summary

1. Circa Theatre wishes to make an application to the Lottery Board Community Facilities Fund in the current round of funding which closes on 7 September 2022.
2. Circa Theatre has requested a firm commitment from the Council towards the future funding of its project. This does not align with our current policy & annual plan processes and should be referred to the Pūroro Maherehere Annual Plan/Long-term Plan Committee for inclusion in the 2023/2024 draft Annual Plan.
3. Circa Theatre is therefore seeking in-principle support from the Council for future funding of its project in the 2023/24 Annual Plan to strengthen its Lottery Board Community Facilities Fund application.
4. Circa Theatre sought funding from the Council in the 2022/23 Annual Plan. This was declined due to a number of issues which, at the time of the deliberations, required further work.
5. The project has progressed since June: design issues have been addressed, a way forward has been agreed in relation to the ground lease and an application for resource consent has been lodged.
6. Circa Theatre's Business Case (submitted with their 2022/23 funding application) is unchanged. The primary purpose of the works is to address existing weathertightness issues in the northern façade. The works also provide an opportunity to improve the external appearance of the theatre, to expand the cafe space and to improve the outdoor seating area.
7. Recommending the request be included in the draft 2023/24 Annual Plan budget does not guarantee that the funding will be confirmed through the Annual Plan process. Funding can only be confirmed following community engagement on the draft Annual Plan, deliberations and a decision under the new Council in June 2023.
8. Given the building is not a Council asset, a funding allocation would be an operating cost funded through rates. \$750,000 would give rise to an additional one-off 0.18 percent increase on the planned rates increase for 23/24.
9. The report identifies a number of risks and proposed mitigation measures which would be managed through a Funding Agreement between Circa Theatre and the Council.

Takenga mai | Background

10. Circa Theatre has been working on plans to address weathertightness issues in its northern (waterfront-facing) façade. The repairs require significant works to the walls and roof. There is an opportunity to combine the repairs with improvements to the general presentation of the theatre, with an expansion of the cafe space and with improvements to the outdoor seating area.
11. Plans were prepared to this effect and the cost of the works estimated at \$2.1 million.
12. Circa Theatre are proposing to fund the works as follows:
 - \$750,000 from the Lottery Board Community Facilities Fund
 - \$750,000 from Wellington City Council
 - \$600,000 from donors in the community (fund-raising campaign)
13. Circa Theatre wishes to lodge a funding application with the Lottery Board by 7 September 2022 (the deadline of the current funding round), with a decision in early December 2022.
14. Given the theatre is not a Council asset, a funding allocation would be an operating cost and, in line with Council Revenue and Financing policy, be funded through rates. \$750,000 would represent an additional one-off 0.18 percent increase on the planned rates increase for 23/24.
15. At the time of the Annual Plan deliberations a number of aspects of the project were identified as requiring more work. The main issues related to the design and the ground lease. Officers therefore recommended they continue working with Circa Theatre with a view to bring forward a funding bid in the next Annual Plan.

Kōrerorero | Discussion

Design and ground lease

16. The project has progressed since June and a way forward has been agreed in relation to the design and ground lease.
17. The May 2022 design featured permanent structures in the Outdoor Licence area, which is outside Circa Theatre's ground lease area.
18. In order to avoid permanent encroachments into the public space and the setting of a precedent which could lead to other waterfront tenants seeking exclusive use of public space for commercial activities, officers asked Circa Theatre to limit permanent structures to the existing building footprint. Temporary (ie removable) structures are acceptable within the Outdoor Licence area.
19. An amended design has been produced which satisfies the above condition.
20. The amended design has been discussed with the Council's Acting City Design Manager and no fundamental urban design issues were identified.
21. The amended design is therefore considered suitable to progress to the resource consent stage. As the theatre's northern façade is located within Greater Wellington Regional Council's jurisdiction, the resource consent application is to be processed by them. We understand that the application was lodged on 18 August 2022.

-
22. Due to historical building works, including the conservatory, not being covered by the ground lease, a lease variation will be required to correctly reflect the area currently occupied by the theatre. This can be progressed in parallel with other processes and is not a necessary precursor to the building works.
 23. In support of the project, the Council has offered to progress (at its expense) the lease variation on Circa Theatre's behalf. This will include re-surveying Wellington Waterfront's underlying land to create a new allotment comprising the footprint of all permanent structures at the site (conservatory, toilet block, emergency staircase and any other differences from the current leased area). This new allotment will then need to be subdivided from Wellington Waterfront's underlying land (as is required for a lease longer than 35 years) and a new registered lease granted to the Circa Theatre in respect of the new allotment. The final survey can follow completion of the building works. A resource consent will be required for the subdivision.

Circa Theatre's Business Case

24. Circa Theatre's Business Case explains that the works are needed to address weathertightness issues, with other benefits ancillary to this primary purpose.
25. Circa Theatre makes a number of points in support of their application, writing that the building upgrade will:
 - *“excite the Wellington resident and visitor communities and invite strong interest in attendances at Circa Theatre*
 - *strengthen our efforts to implement our Strategic Plan and develop robust and sustainable collaborations with other Arts and Cultural organisations*
 - *enhance our efforts to collaborate with Mana Whenua and work in partnership with our neighbours at Te Wharewaka o Pōneke*
 - *increase audience numbers. We plan to attract those younger people who do not now come to Circa but will try the new bar and follow up by attending Circa Theatre Shows or enjoy events in the foyer performance opportunities.”*
26. Te Papa are the licencees for the outdoor dining area and operate the café and bar. According to Te Papa (Appendix 2 of Circa Theatre's Business Case):

“The revenue pre Covid19 was sitting around \$360,000 per annum. With the proposed development to improve the facilities we anticipate that the revenue could increase by 35% per annum to around \$486,000 for the bar and restaurant and an additional \$175,000 for the conference and events.”
27. Te Papa take the majority of the income and cover the costs of the café/bar operations. Of the total estimated future gross revenue (\$661,000 per annum) *“Circa would receive \$61,000 of that sum.”*

Existing Council funding

28. The Council financially supports Circa Theatre in a number of ways:
 - Under the Multi-year Arts and Culture Fund 2022/23 we provide on-going operating funding to Circa Theatre. This is currently set at \$186,385 per annum for three years.

- Under the Built Heritage Incentive Fund, a grant of \$40,000 was approved in June 2022 for the restoration of the theatre's heritage-listed (eastern) façade.
- In the 2022/23 Annual Plan, \$50,000 was set aside for the development of a business case/feasibility study to support Circa Theatre. This sum has been paid out in full and is helping Circa Theatre meet the costs of architectural and planning advisors to support its resource consent application.
- The cost of the lease variation and associated subdivision will be covered by the Council and is anticipated to be \$30,000 to \$40,000.
- We waive ground rents. This was worth \$18,000 + GST per annum at the time of the September 2015 lease renewal.

Kōwhiringa | Options

29. The Committee can choose to approve or decline the request to recommend including \$750,000 in the draft 2023/24 Annual Plan.
30. Work on the next Annual Plan is set to start in the coming months. Pūroro Maherehere Annual Plan/Long-term Plan Committee deliberations on a draft Annual Plan are scheduled for early 2023.
31. Recommending the request be included in the draft 2023/24 Annual Plan budget at this stage does not guarantee that the funding will be confirmed through the Annual Plan process. Funding can only be confirmed following community engagement on the draft Annual Plan, deliberations and a decision under the new Council in June 2023.
32. An early recommendation to include the funding in the draft Annual Plan would however indicate in-principle support for the Circa Theatre project and may help Circa Theatre secure funding from the Lottery Board Community Facilities Fund.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

27. Circa Theatre has a three-year funding contract with the Council under which their annual theatre programme contributes to the four Aho Tini platforms Aho Tangata, Aho Hohonga, Aho Whenua and Aho Mahi.

Engagement and Consultation

33. The decision is rated low significance in accordance with schedule 1 of the Council's Significance and Engagement Policy.
34. No engagement has been undertaken by the Council at this stage.
35. Community engagement on the draft Annual Plan is set to start in early 2023.

Implications for Māori

36. There are no known implications for Iwi.

Financial implications

37. Given the building is owned by Circa Theatre and is not a Council asset, a funding allocation would be an operating cost and, in line with Council Revenue and Financing policy, be funded through rates. \$750,000 would represent an additional one-off 0.18 percent increase on the planned rates increase for 23/24.
38. The funding allocation would need to be included in next financial year's opex budget through the Annual Plan process.

Legal considerations

39. The project requires statutory approvals under the Resource Management Act for resource consent and subdivision, and under the Building Act for building consent. We cannot foretell the outcome of these processes. Council funding payment(s) could be conditional on Circa Theatre obtaining the relevant consents.

Risks and mitigations

Future building maintenance costs

40. Under its current ground lease (article 6.2), Circa Theatre must "*keep the improvements in a watertight and weatherproof condition including the roof, [...] in order that the standard of repair and condition shall be kept to the same or improved condition and standard which shall exist at the date of commencement of the Lessee's business under this Lease.*"
41. The present funding request demonstrates that Circa Theatre's funding model has in the past not generated sufficient income to enable appropriate maintenance of the building.
42. There is a risk that if a long-term approach to funding building maintenance is not adopted, the Council may be asked in the future to contribute again to costs which are normally covered by lessees.

Cost escalation

43. In the current construction environment, there is a risk that the early project cost estimates will have increased significantly by the time the construction works are commissioned.
44. Given Circa Theatre's limited revenue streams, there is a possibility that cost escalations could lead to further Council funding requests.

Partnership funding

45. In addition to Council funding, the project relies on a grant from the Lottery Board Community Facilities Fund and a fund-raising campaign.
46. One criterium for Lottery funding is that a third (33.3%) of the project total cost must have been secured as partnership funding. Unconfirmed or promised funds "*are not seen as partnership funding contributions*" (<https://www.communitymatters.govt.nz/ask-us/view/775>). It is not certain whether including the project in the draft Annual Plan 2023/24 will qualify as partnership funding.

Overall mitigation approach

-
47. A number of risks identified above can be mitigated through a Funding Agreement between Circa Theatre and the Council. This would make the release of Council funds conditional on, for example:
- Updated and peer-reviewed cost estimates
 - Circa Theatre securing sufficient funds to cover the full project costs
 - The Council funds being used for specified works and/or expenses
 - Milestones being met and/or a time limit for Council funding to be drawn
 - The Council financial contribution being capped
 - A commitment from Circa Theatre to set aside a percentage of its income for future building maintenance
48. Officers recommend a Funding Agreement is prepared (in due course) for discussion with Circa Theatre and approval by the Chief Executive.

Disability and accessibility impact

49. The building upgrade includes ramps which will provide universal access to the café and bar from the waterfront.

Climate Change impact and considerations

50. There are no implications for greenhouse gas emission and climate change.

Communications Plan

51. The Annual Plan will be subject to community engagement and will be supported by a full communications plan.

Health and Safety Impact considered

52. There are no health and safety risks for the Council in relation to this decision.

Ngā mahinga e whai ake nei | Next actions

53. Officers will prepare a letter of support for Circa Theatre's application to Lottery Board Community Facilities Fund, to be signed by the Chief Executive.
54. Officers will continue to work with Circa Theatre on the lease variation and related processes.

Attachments

Nil

CHP TRANSITION: RESIDUAL TRUST DEED DECISIONS

Kōrero taunaki | Summary of considerations

Purpose

1. This paper seeks the Committee's agreement to the remaining Trust Deed provisions for the CHP to enable the Deed to be drafted and reports back on issues requested by the Committee in August 2022.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

In August 2022, Pūroro Rangaranga agreed to the core components of the CHP's Trust Deed and agreed to take all remaining decisions on the Trust Deed and any other decisions to enable officers to progress the transition plan in September 2022.

Significance

The decision is **rated high significance** in accordance with schedule 1 of the Council's Significance and Engagement Policy. The proposal meets the following criteria: Importance to Wellington, Community Interest, and Impact on Council's Capacity and Capability.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Katherine Meerman, Chief Advisor
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga | Officers' Recommendations

Officers recommend that Pūroro Rangaranga | Social, Cultural and Economic Committee:

- 1) Receive the information
- 2) Note that, in August 2022, Pūroro Rangaranga agreed to the substantive provisions of the CHP's Trust Deed and lease agreement and agreed to take all remaining decisions on the Trust Deed in September 2022
- 3) Note Recommendations 4 to 19 relate to provisions that will be included in the Trust Deed to establish and govern the CHP

Trustee duties and powers

- 4) Note the Trust Deed will contain:
 - a. Mandatory duties of Trustees, as prescribed in the Trusts Act 2019
 - b. Default duties of Trustees, as prescribed in the Trusts Act 2019, which apply unless they are specifically excluded
 - c. Excluded duties of Trustees, being the Default duties specifically excluded from the Trust Deed
- 5) Agree the following duties are excluded from the Trust Deed's list of Default duties (i.e., they are identified as Excluded duties), meaning they will not apply to Trustees:
 - a. The duty to act unanimously, except for specific identified material decisions (e.g., winding up the Trust) – to ensure that any individual Trustee (including any Council-Appointed Trustee) cannot exercise negative control over the decisions of the Trust board
 - b. The duty to not take a reward for acting as a Trustee – to enable Trustees to be remunerated for undertaking their roles as Trustees (Recommendation 7)
- 6) Note the Trust Deed will also contain a standard list of Trustee powers which enable the Trustees to carry out their roles, noting, at all times, the exercise of these powers is constrained by the Trust's Charitable Purposes and must be consistent with the Mandatory and Default duties of Trustees specified in the Trust Deed

Trustee remuneration

- 7) Agree that the Trust Deed will enable the Trustees to be remunerated for their roles as Trustees, should the Board take the decision to do so
- 8) Note the rate of remuneration of Trustees will be market rate and consistent with CHRA's regulatory expectations (i.e., most likely in accordance with the Cabinet Fees Framework or other similar approach to determining not-for-profit board remuneration)

Appointment and rotation terms

- 9) Agree that Trustees will have an initial appointment term of three years and may be reappointed for a maximum of two subsequent terms of three years each
- 10) Agree the maximum term to be served by any Trustee shall be nine years, unless the Trustees, by special majority decision, resolve that a Trustee may serve for a longer period in order to further the Trust's Charitable Purposes
- 11) Note officers will consider the benefits of staggering the appointment terms of the Initial Trustees to avoid a situation where several Trustees' terms end on the same date, and

will provide further advice to the Council when recommending the appointment of the Initial Trustees in February 2023

Voting/decision making thresholds

- 12) Note that, in light of Recommendation 5a to exclude the duty to act unanimously, Trustee voting can be undertaken by way of unanimous, special majority or majority vote
- 13) Agree to include the following voting thresholds in the Trust Deed:
 - a. Unanimous decision
 - i. Amending the Trust's Charitable Purposes
 - ii. Amending the composition of the Board and provisions relating to the appointment and removal processes for Trustees, including the Chair
 - iii. Removing a Trustee for failing to fulfil Trustee duties
 - iv. Resettling the Trust's income or capital to another trust with purposes similar to the Charitable Purposes
 - v. Winding up the Trust
 - vi. Enabling the Council to exercise its right of refusal over remaining assets of the Trust if the Trust is wound up
 - vii. Shortening or waiving the notice period for a Trust meeting
 - b. Special majority (75%)
 - i. Any amendments to the Trust Deed itself which do not require unanimous decision as per the above
 - ii. Enabling a Trustee to serve more than three consecutive terms
 - c. Simple majority
 - i. All other decisions not specified in a. or b. above

Quorum and weighted voting

- 14) Agree that quorum requires a majority (i.e., five out of nine) of Trustees to be present and at least two of those present to be Independent Trustees
- 15) Agree that for unanimous and special majority decisions, quorum requires at least 75% (i.e., seven out of nine) of the total number of Trustees to be present
- 16) Agree that the Trust Deed will set out how weighted voting will apply to ensure, in all situations, Independent Trustees present retain majority control over decision making by casting one more vote than the total number of votes cast by Council-Appointed Trustees present

Incorporation of Tā kai Here principles

- 17) Agree that in carrying out the activities of the Trust to advance the Charitable Purposes, the Trust Deed will provide that Trustees shall have regard to the following principles that reflect the values of Tā kai Here:
 - a. Manaakitanga, inclusivity and collaboration with mana whenua
 - b. Recognition and respect for sacred kinship networks that extend to our natural environment
 - c. Balance during processes, engagements and interactions

- d. Honesty and transparency
- e. Solutions that bring success through aroha and kotahitanga
- f. Humility and service to promote care and safety to others

18) Note these principles are intended to apply to and guide the Trust as an independent entity, not to direct Council or mana whenua-appointed Trustees in their roles

Other provisions

19) Note the Trust Deed will include other standard administrative provisions (e.g., meeting administration, Trustee indemnity, management of conflicts, disqualification of Trustees) which will be drafted into the final Trust Deed for Council's approval in February 2023

CHP monitoring and oversight

20) Note as an independent, regulated entity, the primary monitoring and oversight of the CHP's performance is the responsibility of the Community Housing Regulatory Authority (CHRA) and will include:

- a. Annual performance monitoring against the registration and performance standards
- b. Disclosure reporting in response to any situations where the CHP is breaching, or at risk of breaching, eligibility criteria or performance standards
- c. Change reporting in situations where the CHP makes significant changes to its operations
- d. Ad-hoc reporting at CHRA's request, whenever it is considered necessary.

21) Agree in principle to the following components of a relationship management and monitoring framework between the CHP and the Council:

- a. Overarching relationship management agreement that sets out relationship principles and ways of working
- b. Supporting commercial agreements, including the lease agreement and suspensory loan agreement
- c. Regular reporting requirements to Council at a management and governance level
- d. Establishment of a Council relationship management/liaison function to oversee the day-to-day relationship between the entities

22) Note further work is required on the details of the Council oversight arrangements to ensure they are appropriate from a regulatory perspective and officers will report back to the Council with further advice in February 2023

Updated advice based on regulatory view

23) Note that officers have had further discussions with CHRA about the establishment of the CHP, which have identified two issues – control over rent setting and the size of the governing board

24) Note that:

- a. officers will continue to engage with CHRA on the limits of the Council's role in the review of rent settings for transferring tenants and will provide further specific advice to the relevant Council Committee on this by February 2023

- b. while officers support the Council maintaining a role as per the August paper, the regulatory framework will, in all likelihood, require adjustments to the previous resolution to be clear that the CHP maintains ultimate decision rights
- 25) Note officers will begin the search and appointments process for Trustees and, if the overall size of the Board is affecting successful recruitment of Trustees, will provide further advice to the relevant Council Committee on Board size and composition

Next Council report back

- 26) Direct officers to report back to the relevant Council Committee(s) by February 2023 (or earlier, if possible) with:
- a. A finalised Trust Deed for the Council's approval, including a recommended name for the Trust
 - b. Recommendations for the appointment of the Council-Appointed Trustees, including the interim Chair
 - c. Further detail on the Council's relationship and oversight framework
 - d. Recommended short list of City Housing sites for the capitalisation of the CHP, and any further details on the suspensory loan agreement related to these sites
 - e. An update on the development of the lease agreement between the CHP and the Council
 - f. Advice on changes to the August 2022 resolutions on the approach to reviewing rent settings for transferring tenants and/or Board size and composition
 - g. Any further advice on how the CHP could be encouraged to:
 - i. pursue the Mayor's taskforce recommendation (6d) related to tenant support services and
 - ii. provide places to new tenants who are not prioritised on the MSD public housing waitlist
 - h. A recommended approach to joint CHP-Council governance of Stage 2 of the transition.
- 27) Note officers' advice on the Committee's August 2022 resolution on the Granville complex is provided in the Granville Petition paper on the agenda for this meeting
- 28) Note the City Housing team is continuing to provide regular communication and support to tenants to ensure they are kept up to date, including a regular pānui, letters with key updates, and drop-in sessions and on-site support from Tenancy Advisors as needed.

Whakarāpopoto | Executive Summary

1. In April 2022, the Council began community consultation to resolve City Housing's long-standing financial sustainability challenge and, in June 2022, following consultation, the Council resolved to establish a CHP as the preferred way forward.
2. In August 2022, Pūroro Rangaranga agreed a transition plan for the establishment of the CHP and took the first set of implementation decisions, which were focused on the substantive components of the CHP's governing documents (i.e., the Trust Deed and

the lease agreement). The Committee also took decisions on the support for existing tenants who transfer to the CHP by agreeing to transfer key aspects of the rental policy and to establish a tenant support fund.

3. This paper seeks the Committee's agreement to the remaining aspects of the Trust Deed in order for the drafting of the Deed to be completed. This includes Trustee duties, remuneration, appointment (and reappointment) terms, voting or decision-making thresholds, and incorporation of Tākai Here principles. These details, along with decisions taken by the Committee in August 2022, will be included in a final Trust Deed for the Council's approval in February 2023.
4. In August 2022, the Committee asked for further advice about how the CHP will report to the Council and the details of the Council's approach to monitoring and oversight. This paper provides some initial advice on a Council oversight framework but more work is needed on the detail to ensure it meets the requirements for Council Organisations under the Local Government Act and is appropriate from a regulatory perspective. Subject to the Committee's agreement to the overarching approach, further advice will be provided to the relevant Council Committee in February 2023.
5. The primary oversight of the CHP is the responsibility of the regulator and there are significant annual and one-off reporting requirements (i.e., in relation to a trigger event such as a change in board membership, development of new housing supply) against the CHP's eligibility criteria and statutory performance standards to ensure its ongoing effectiveness and delivery against its Trust Deed.
6. The approach to Council oversight must meet the requirements under the Local Government Act for Council Organisations and appropriately complement CHRA's role as regulator and primary monitor of the CHP's performance. In principle, officers recommend the Council's oversight framework include the following:
 - Core oversight documents – including an overarching relationship agreement that sets out principles and ways of working between the CHP and the Council and the key commercial agreements (i.e., the lease and suspensory loan agreements)
 - Regular reporting requirements to the Council at both a management and governance level
 - Establishment of a Council relationship management/liason function to oversee the day-to-day relationship with the CHP and its reporting to Council.
7. Since the August 2022 meeting, we have met with the regulator to discuss progress of the CHP's establishment. Overall, officers' view is that CHRA is supportive of the high-level design of the CHP, particularly its focus on new supply through upfront capitalisation, the fact that it will be a 'full service' entity holding all responsibility for both tenancy and minor and (eventually) major maintenance, the details of the financial arrangements which mean it will always be able to cover its operational costs, and the establishment of the major maintenance fund to ensure there is a clear mechanism for planning and funding major maintenance and upgrade work. The strong parallels to the ŌCHT model are considered positive as ŌCHT is now a proven entity with a track record of strong performance from a regulatory point of view.

8. However, the conversation has also raised two issues – the first issue is about the rental settings for transferring tenants and the second is the size of the governing board – and both these issues may require further consideration and amended resolutions by the Council. Officers will continue to engage with CHRA on the limits of the Council’s role in the review of rent settings for transferring tenants so that we can provide clear advice on what is possible and what is not possible. On the issue of Board size, officers will begin the search and appointments process for Trustees and, if the overall size of the Board is affecting successful recruitment of Trustees, will provide further advice to the relevant Council Committee on changes to the size and composition of the Trust board.
9. Following the decisions in this paper, officers will continue to work to the transition plan set out in the August 2022 paper. The next Council decision point will likely be in February 2023. In February, the Council will review and agree the final Trust Deed and appoint the Council-Appointed Trustees, including the interim Chair, and agree the governance arrangements for Stage 2 of the transition plan. Following these decisions, Stage 1 of the transition will be complete.

Takenga mai | Background

10. In April 2022 the Council began community consultation to resolve City Housing’s long-standing financial sustainability challenge and, in June 2022, following consultation, the Council resolved to establish a CHP as the preferred way forward.
11. The CHP model adopted by Council is an independent community housing trust, with Council representation on the board of trustees. The housing assets will be leased to the trust via a leasehold agreement and the CHP will be capitalised with upfront cash and property to enable it to invest early in new social housing supply. The CHP will deliver a “full” service offering and be responsible for tenancy management, minor/reactive maintenance, and major maintenance, with major maintenance responsibility formally transferred to the CHP over time. As the asset owner, the Council will retain some control on major asset maintenance and upgrades through the establishment of a ring-fenced major maintenance fund.
12. In August 2022, Pūroro Rangaranga considered a transition plan for the establishment of the CHP and took the first set of implementation decisions, which were focused on the substantive components of the CHP’s core documents (i.e., the Trust Deed and the lease agreement). The Committee also took decisions on the support that would be provided to existing tenants who transfer to the CHP by agreeing to transfer key aspects of the rental policy and to establish a tenant support fund.
13. The transition plan will have the CHP established in the first quarter of 2023/24 with the following high-level milestones:
 - Completion of the Trust Deed and appointment of initial Trustees (by February 2023)
 - Registration of the CHP with the regulator and completion of the lease agreement between the CHP and Council to enable the CHP to take over tenancy operations (by July 2023)
 - Transition to few CHP-Council business-as-usual operations (from July 2023 onwards).

Kōwhiringa | Options

14. This paper provides the Committee with advice on the remaining aspects of the CHP's Trust Deed (bullets below) as well as initial advice on the relationship and oversight arrangements between the CHP and the Council and an overview of future Council decision points through the transition period.
- Trustee duties and powers
 - Trustee remuneration
 - Appointment and rotation terms
 - Voting thresholds
 - Quorum and weighted voting
 - Incorporation of Tākai Here principles
 - Other provisions

Residual trust deed issues

Trustee duties and powers

15. The CHP's Trust Deed will contain details on Trustee duties, which fall into three categories – Mandatory, Default and Excluded duties. These Trustee duties are prescribed by the Trusts Act 2019. In establishing the Trust, the only decision for the Council to make with respect to Trustee duties is whether any of the Default duties should be excluded (i.e., listed in the Trust Deed as Excluded duties), meaning they would not apply to the Trustees.
16. As prescribed by the Trusts Act:
- the following are Mandatory Trustee duties:
 - to know the terms of the Trust
 - to act in accordance with the terms of the Trust
 - to act honestly and in good faith
 - to act to further the Trust's Charitable Purposes
 - to exercise Trustee powers for a proper purpose.
 - the following are Default Trustee duties, unless they are specifically excluded:
 - to exercise reasonable care and skill in the circumstances
 - to invest prudently
 - not to exercise powers for the Trustees' own benefit
 - to give active and regular consideration to the exercise of Trustee powers
 - not to bind future discretions
 - to avoid a conflict of interest
 - not to profit from trusteeship of the Trust

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- not to take a reward for acting as Trustee
 - to act unanimously.
17. Officers recommend two of the Default duties are excluded from the list of Default duties and identified as Excluded duties in the Trust Deed:
- The duty to act unanimously, except for specific identified material decisions (e.g., amending the Charitable Purposes and winding up the Trust) – this is recommended as an Excluded duty to ensure that any individual Trustee (including any Council-Appointed Trustees) cannot exercise negative control over the decisions of the Trust. Removing the requirement for Trustees to (generally) act unanimously will also better encourage debate and allow for dissenting views amongst the governing board. Charitable trust boards typically involve a large number of Trustees and requiring unanimity for all decisions can create issues from an effectiveness perspective and unnecessarily inhibit decision-making.
 - The duty to not take a reward for acting as a Trustee – this is recommended as an Excluded Duty to enable Trustees to be remunerated for their roles as Trustees (discussed further under Trustee remuneration below).
18. While the duty to act unanimously is recommended as an Excluded duty, there will be some decisions which are significant enough to require a unanimous decision. It is possible to include the requirement for unanimous decisions in some circumstances by setting different voting thresholds in the Trust Deed. These voting thresholds are discussed further in paragraphs 30-32 below.
19. As well as Trustee duties, the Trust Deed will also contain a standard list of Trustee powers which enable the Trustees to carry out their roles. This standard list is common for similar Trust Deeds and includes things like the powers the Trust will need as an owner of property, as a borrower of funds from external lenders (or as an entity that will enter into financial agreements with other parties), as an employer of staff, or entity that will need to seek external professional advice.
20. It is important to note that, at all times, the Trustees are limited in their ability to exercise these powers by the Trust's Charitable Purposes, which the Committee agreed to in August, and the Trustee duties (paragraphs 16-17 above). The Trustees will also be subject to the terms of any contractual arrangements that are entered into by the Trust with third parties (including Council), for example in relation to the leasing agreement and suspensory loan agreement between the CHP and Council.

Trustee remuneration

21. Trustees of a charitable trust are not remunerated as a matter of course, unless this is specified in the Trust Deed. While not all charitable trusts choose to remunerate their Trustees, many do, and officers consider there are strong reasons to provide for remuneration in the CHP's Trust Deed.
22. The CHP will be a large organisation with significant operational and asset management responsibilities that Trustees will have responsibility to oversee. It is also an organisation tasked with delivering complex social, economic and cultural outcomes alongside running a financially sustainable operation. Trustees will also be required to meet a particular set of skills and expertise to ensure the CHP's effectiveness. Providing for remuneration of Trustees can support the Trust in its ability to attract and

retain the necessary suitably skilled and diverse candidates and better reflects the scale and complexity of the role.

23. If Trustees are to be remunerated, the duty to not take a reward for acting as a Trustee must be an Excluded duty in the Trust Deed (as noted in paragraph 17 above).
24. Officers recommend the relevant Trust Deed provisions enable Trustees to be remunerated for time spent in carrying out Trustee duties and for expenses incurred in that capacity.
25. The specific approach to setting remuneration would be determined by the Board and would be consistent with any parameters set out in the Trust Deed (e.g., that remuneration must be consistent with market rate). The approach to remuneration would be reviewed by the regulator as part of the registration process to ensure it is appropriate. Officers' understanding is that the regulator would expect to see remuneration set using the Cabinet Fees Framework or some other appropriate basis for setting not-for-profit Board remuneration (e.g., the Institute of Directors New Zealand Fee Framework for not-for-profit Boards), to ensure it was in line with the approach taken to Board remuneration for other comparable entities.

Appointment and rotation terms

26. The decision around appointment terms (and reappointment terms) for Trustees is a balance between ensuring sufficient stability on the Board over time and enabling new and fresh thinking and the ability to bring on new Trustees with necessary skills at a particular point in time. Most Trustees of comparable organisations are appointed for three-year terms, with the ability to reappoint for a second and third term (i.e., the maximum consecutive term being nine years).
27. Officers recommend that the Trust Deed specifies that Trustees are appointed with an initial appointment term of three years and may be reappointed for a maximum of two subsequent terms of three years each. Decisions around reappointment would be made by the relevant appointing party for their own Trustees (i.e., by Council, mana whenua or the Board Appointments Panel).
28. It may be appropriate to allow for a situation where it would be valuable for the Trust and the delivery against its Charitable Purposes for a high-performing Trustee to serve on the Trust for greater than nine years (e.g., in the case where a Trustee has a unique skillset that is difficult to replace). In this situation, officers recommend that the Trust Deed specifies that, by special majority decision, Trustees may resolve that a Trustee may serve for a longer period. This would allow for the relevant Trustee to serve for the relevant longer period, if the relevant appointing party also wished to appoint the Trustee to serve for such longer period.
29. It may also be beneficial to consider staggering the appointment terms of the Initial Trustees to avoid a situation where several Trustees' terms end on the same date, making succession planning difficult. As determined by the Committee in August, six Trustees (i.e., four Council-Appointed Trustees and two mana whenua appointed Trustees) will be appointed as Initial Trustees (likely in February 2023). This is a large proportion of the Board being appointed on the same timeframes and some phasing of the end of appointment terms might be desirable. Officers will provide further advice on this when recommending the appointment of the Initial Trustees in February 2023.

Voting/decision making thresholds

30. If the Committee resolves that the Trust Deed will not require the Trustees to act unanimously, then the Trust Deed must specify the voting, or decision making, thresholds that will apply in specific circumstances. It will still be appropriate to require unanimous decision making in some cases (i.e., in relation to the most significant decisions), but, in other cases, a simple majority or other specified threshold will be more appropriate.
31. Table 1 below sets out the recommended decision-making thresholds for specific decisions to be included in the Trust Deed. Any decisions not identified as requiring unanimous or special majority decision would be made by simple majority.
32. Recommendations for unanimous decisions are made for those decisions that are most significant and foundational i.e., those that relate to the ongoing existence of the CHP, its scope of operation, and the core composition of its governing body. Officers have also recommended unanimous decision is required to waive or shorten the notice period for a meeting as this is an important due process issue.

Table 1: Voting thresholds

Threshold	Decision	Rationale
Unanimous	<ul style="list-style-type: none"> • Amending the Charitable Purposes (e.g., type of housing, scope of activity, geographic area) 	<ul style="list-style-type: none"> • The Charitable Purposes are a key factor in obtaining and maintaining registration as a CHP and sit at the core of the CHP's operations and foundational objectives. • Trustees have a Mandatory duty to further the CHP's Charitable Purposes, so it is important that all Trustees agree on any decision to alter these purposes.
	<ul style="list-style-type: none"> • Amending the composition of the Board and any provisions relating to appointment and removal processes 	<ul style="list-style-type: none"> • These provisions set out the composition of the Board and the mechanics in relation to appointment, terms and removal – they will be carefully drafted to ensure consistency with CHRA's performance standards for registration as a CHP (including to prevent the Trust from becoming a CCO) and to ensure that the Trust operates optimally drawing on the experience of other similar CHPs. It is important that these fundamental provisions cannot be altered unless all Trustees agree.
	<ul style="list-style-type: none"> • Removing a Trustee for failing to fulfil Trustee duties 	<ul style="list-style-type: none"> • Once appointed, the bar for the Board to remove a Trustee for failing to fulfil Trustee duties should be set high as it would override the decision of the relevant appointing party to originally appoint them, it reduces the administrative burden of more frequent Trustee turnover and minimises the risk of Trustees taking advantage of a removal right (i.e., where a Trustee is not voting in their favour so they are voted to be removed).
	<ul style="list-style-type: none"> • Resettlement of income or capital on purposes <u>similar</u> to the Charitable Purposes 	<ul style="list-style-type: none"> • Trustees will be able to resettle the Trust funds (i.e., income and capital) to another trust that has the same or a similar purpose to the Trust, but only by unanimous resolution. Resettlements are rare but sometimes required. • This provision is intended to provide flexibility as the recipient trust may not have exactly the same charitable purposes as those for this Trust. • Resettlements may involve substantial amounts of property or potentially all of the trust fund, so requiring unanimity acts as a safeguard as it would require all

		Trustees to agree whether the proposed resettlement is accordance with the Trust's Charitable Purposes.
	<ul style="list-style-type: none"> Winding up the Trust 	<ul style="list-style-type: none"> Winding up the Trust is a very significant decision. It would result in the CHP ceasing to operate and major changes needed for tenants and service delivery.
	<ul style="list-style-type: none"> Transfer of the remaining assets to the Council if Trust was wound up 	<ul style="list-style-type: none"> The Trust Deed gives the Council a first right of refusal to the total remaining value of assets held by the Trust (including gifts, income and capital) if the Trust is wound up, provided that all Trustees are satisfied that the transfer of remaining assets to the Council would further or is similar to the Trust's Charitable Purposes. For clarity, this would apply to all remaining assets once all other liabilities and contractual obligations are satisfied (e.g., returning property and cash to Council as required under the loan agreement or other contractual mechanisms). The Council could potentially be transferred a significant amount of remaining assets and it is important that the Charitable Purposes are adequately safeguarded in the context of such transaction. Given there will be Council-Appointed Trustees on the Board (including Elected Members), requiring all Trustees to agree that a transfer of the remaining assets would further the Charitable Purposes (and therefore triggering the offer to the Council of a first right of refusal) is preferable from a due process perspective.
	<ul style="list-style-type: none"> Shortening or waiving the notice period for a meeting 	<ul style="list-style-type: none"> It is common to require all trustees to agree to waive or shorten a meeting's notice period from a due process perspective. It ensures that all trustees who wish to attend have reasonable time to make arrangements and it avoids some Trustees getting together to hold a meeting with little notice and essentially preventing other Trustee(s) from participating if they would vote differently.
Special majority (75%)	<ul style="list-style-type: none"> Any amendments to the Trust Deed itself (which do not require unanimous decision as per the above) 	<ul style="list-style-type: none"> Trustees should not be unreasonably restricted (i.e., by requiring unanimity) from amending the Trust Deed where it is practical and necessary to enable the CHP to operate effectively over the long-term. However, given the Trust Deed is the core governing document, any amendments should require more than just the majority to prevent the Trust Deed from being frequently and unnecessarily amended.
	<ul style="list-style-type: none"> Enabling a Trustee to serve more than three consecutive terms 	<ul style="list-style-type: none"> The rationale for enabling a Trustee to serve more than three terms is in paragraph 28. Because serving more than three terms is intended to be the exception, not the rule, any approval of a Trustee's term should be subject to a higher decision-making threshold to ensure most other Trustees consider the extension of term would be in the interests of the Trust's Charitable Purposes.

Quorum

33. The Trust Deed will also need to specify rules around quorum and voting to ensure that, at all times, Council-Appointed Trustees do not exercise majority control over decision making. This is a fundamental requirement to achieve registration with CHRA. In any situation where quorum is met but the number of Council-Appointed Trustees

present is the same or greater than the number of Independent Trustees present, weighted voting will need to be applied to ensure Independent Trustees maintain majority control over decision making (although, officers expect that in the ordinary course all (or most) Trustees will attend Board meetings and so weighted voting should not generally be required).

34. For quorum, officers recommend that the Trust Deed specifies the majority of Trustees (i.e., five out of the nine) will need to be present and that at least two of these Trustees must be Independent Trustees. This definition of quorum (when supported by weighted voting rules below) means the Trust board will be able to operate and continue to make decisions with the largest possible of number of combinations of Council-Appointed and Independent Trustees present at any given meeting.
35. We have excluded from the definition of quorum the situation where one Independent Trustee and four Council-Appointed Trustees are present because of the way in which weighted voting would apply in this context (see paragraphs 39-40). Effectively, weighted voting would give that single Independent Trustee sole control over all decisions made in that situation, which we do not consider appropriate (for the same reasons as we have recommended excluding the duty to act unanimously from the Trust Deed).
36. For unanimous and special majority decisions (Table 1), officers recommend a stronger quorum requirement is included in the Trust Deed – that at least 75% of all Trustees be present for quorum (i.e., seven out of nine). This means that, for unanimous decisions, 75% Trustees must be present, and all votes must be cast the same way for a decision to pass. On a special majority decision, at least 75% of the Trustees must be present and 75% of the votes must be cast the same way for a decision to pass.
37. The alternative way to approach quorum and voting is to take an approach like ŌCHT which requires a majority of Trustees to be present for quorum and that the majority of that majority are Independent Trustees. This means, in practice, it is possible that Council-Appointed Trustees may need to stand aside for voting in situations where more Council-Appointed Trustees are able to attend the meeting than are permitted to vote, in order to ensure Independent Trustees retain majority control.
38. As a general principle, our advice is that active participation in meetings for all Trustees should be enabled wherever possible and that all Council-Appointed Trustees who are able to attend meetings should be able to do so and be able to vote. As a result, our advice is to take a different approach to ŌCHT in this situation and, instead, to apply a weighted voting system when required.

Weighted voting

39. In all voting situations, Independent Trustees must exercise at least one more vote than Council-Appointed Trustees. In situations where more Independent Trustees are present at the meeting than Council-Appointed Trustees, a straightforward one person, one vote can apply. Where the number of Council-Appointed Trustees present is equal to or more than the number of Independent Trustees present, weights will need to be applied to the Independent Trustees' to scale up their votes so that, in total, Independent Trustees cast one more vote than the total number of Council-Appointed Trustees.

40. Table 2 below sets out the weightings that will apply to Independent Trustee votes to always ensure they have majority control of decision making. The highlighted cells show the situations in which weights will apply to Independent Trustees (i.e., where a one person, one vote does not apply). All combinations of attendance that meet quorum requirements are shown in the table.

Table 2: Voting weights

Council-Appointed Trustees present	Independent Trustees present	Votes cast (Council:Independent)
1	4	1:4
	5	1:5
2	3	2:3
	4	2:4
	5	2:5
3	2	3:4 2 votes per independent present
	3	3:4 1.33 votes per independent present
	4	3:4
	5	3:5
4	2	4:5 2.5 votes per independent present
	3	4:5 1.66 votes per independent present
	4	4:5 1.25 votes per independent present
	5	4:5

Reflecting Tā kai Here principles

41. Drafting of the Trust Deed will also incorporate operating principles, reflecting, or similar to, those in Tā kai Here, as important ways of operating and delivering on the Trust's Charitable Purposes, in particular its commitment to Te Tiriti o Waitangi, tikanga Māori and te ao Māori. While the principles will reflect those in Tā kai Here, they are intended to apply to and guide the Trust as an independent entity, not to direct Council or mana whenua-appointed Trustees (as those party to Tā kai Here) in carrying out their roles.
42. Officers recommend that the Trust Deed incorporate the principles of Tā kai Here, by requiring that in carrying out the activities of the Trust to advance the Charitable Purposes, the Trustees shall have regard to the following principles:
- manaakitanga, inclusivity and collaboration with mana whenua
 - recognition and respect for sacred kinship networks that extend to our natural environment
 - balance during processes, engagements and interactions
 - honesty and transparency
 - solutions that bring success through aroha and kotahitanga
 - humility and service to promote care and safety to others.

-
43. The principles above are intended to reflect in summary form the values in Tākai Here (being matua te mana, matua te tapū, matua te kōhine, matua te toa and matua te pononga) in such a way that gives effect to the values in the CHP context.

Other provisions

44. There will be a number of other provisions included in the Trust Deed which are all administrative in nature and which are included in Trust Deeds as a matter of course. These are not provisions over which the Council needs to make a decision. They will include things like details of meeting administration, Trustee indemnity, management of conflicts, and disqualification of Trustees. These provisions will be included in the final Trust Deed which will be brought to the Council for approval in February 2023.

CHP monitoring and performance oversight

45. There are several different components of the monitoring and performance arrangements that will apply to the CHP, meaning it will be subject to strong oversight. This includes:
- regulatory oversight and monitoring undertaken by the Community Housing Regulatory Authority (CHRA)
 - requirements imposed as a result of its registration with the Charities Commission and the Companies Office, and
 - oversight by the Council under the Local Government Act given the CHP will be a Council Organisation.

Regulatory oversight and monitoring

46. The CHP's primary monitoring and oversight will be carried out by CHRA. In order to be registered, the CHP will need to provide an extensive set of governance, policy and operational documentation against a set of performance criteria which will be assessed by CHRA to determine whether they meet the necessary standard. In addition to the process for registration, the CHP will also be required to report to CHRA on the following basis:
- Annual monitoring – submission of an annual report setting out the CHP's compliance against the performance standards, and providing necessary supporting information (including board minutes, updated policies, audited annual financial statements and accounts).
 - Disclosure reporting and change reporting – one-off reporting, requested by CHRA, in response to a trigger event. Disclosure reporting is required when the CHP is breaching, or likely to breach, either eligibility criteria or performance standards and change reporting is required when the CHP makes significant changes to its operations (e.g., changes to Board membership, acquiring new housing stock etc).
 - At CHRA's request – CHRA can request reporting at any other time in a format that it can also specify. This can include ad-hoc performance reviews or requests for additional information.
 - In response to complaints – any person is able to submit a complaint to CHRA about a registered CHP not meeting the eligibility criteria or Performance

Standards. If CHRA is suitably satisfied that the complaint is legitimate, an investigation will be completed that may involve further information being requested from the CHP.

47. The CHP will also be registered as a charity under the Charities Act 2005 which will impose further requirements. Under the Charities Act, the CHP will be required to prepare an annual return, which will be publicly available. This return will require the CHP to prepare and submit financial information as well as non-financial performance information (a newly-introduced requirement in 2022).

Council relationship management and oversight

48. In August 2022, the Committee asked for further advice about how the CHP will report to the Council and the details of the Council's approach to monitoring and oversight. This paper provides some initial advice about the core documentation and reporting requirements, but more work is needed on the detail before final recommendations can be brought to Council. Subject to the Committee's agreement to the overarching approach, further detail and advice will be provided to the relevant Council committee for final approval in February 2023.
49. Overall the approach to Council oversight must meet the requirements under the Local Government Act for Council Organisations and appropriately complement CHRA's role as regulator and primary monitor of the CHP's performance.
50. The Council's oversight framework will likely comprise several aspects, including:
- Core oversight documents
 - Regular reporting requirements
 - Council relationship management/liaison function

Core oversight documents

51. Officers propose the Council's relationship with the CHP will be governed by three key oversight documents:
- An overarching relationship agreement and
 - Two accompanying commercial agreements.
52. The overarching relationship agreement would be an enduring document that would set out principles for the way in which the CHP and Council will work together, particularly in the areas where the organisations have shared responsibilities (e.g., asset management, HUP2 planning and delivery, new supply and development, and the financial sustainability of the ring-fenced major maintenance fund). It could also set out clear roles and responsibilities for each organisation, processes for resolving any disputes that arise, and details of the reporting requirements to Council. The agreement would be negotiated with the CHP, alongside the commercial agreements (below), as part of the next stage of the transition.
53. Sitting alongside the relationship agreement will be two key commercial agreements – the lease agreement which will be the basis on which the Council's housing portfolio will be leased to the CHP and the suspensory loan agreement which will cover the gifting of cash and property to the CHP for upfront capitalisation. The core components

of these agreements were set out for the Committee in August, but these agreements will also contain specific reporting and performance requirements, such as:

- Operational budget setting for the CHP and reporting against that budget
- Reporting on the number of tenanted and untenanted leased properties
- Major maintenance planning and spending
- Proposed redevelopment plans and drawdown schedule of the suspensory loan for new supply.

Regular reporting requirements

54. The relationship and commercial agreements will specify the way in which the CHP will report to Council, including frequency of reporting and measures against which the Council will assess the CHP's performance.

55. Based on some initial conversations with Christchurch City Council, the CHP will likely have reporting requirements to both Council management and governance. These could include:

- Quarterly relationship meetings and reporting to Council management, which includes written performance reporting against key performance measures (e.g., budgets, maintenance delivery, compliance against commercial agreements, emerging risks and opportunities). In the early stages, these relationship meetings may need to occur more frequently (e.g., monthly) until key relationships and ways of working are effectively established.
- Six monthly reporting to the relevant Council Committee, again focused on key performance metrics, with one of the six monthly reports to committee aligned with the CHP's and Council's annual reporting timeframes and requirements. The annual report to Council could also include a conversation between the Council Committee and Chair of the Trust Board.

Establishment of a Council relationship liaison role

56. A role will need to be established within the Council to function as the day-to-day relationship management lead between the CHP and Council. This role will lead any management-level reporting and oversight processes and requirements, and will ensure the CHP's reporting to the relevant Council committee(s) is effectively managed.

57. Further work is needed to determine whether this role could be incorporated into an existing organisational role, or whether a new role is required, and also where the role would sit in the organisational structure. These questions will be considered as part of transition planning.

Update on discussion with CHP regulator

58. In August 2022, the Committee noted that officers would continue to have discussions with CHRA about the registration of the CHP and would bring back advice on any decisions made by the Committee that were of concern from a regulatory perspective.

59. Since the August meeting, we have met with the regulator to discuss progress with the CHP's establishment. Overall, officers' view is that CHRA is supportive of the high-

level design of the CHP, particularly its focus on new supply through upfront capitalisation, the fact that it will be a 'full service' entity holding all responsibility for both tenancy and minor and (eventually) major maintenance, the details of the financial arrangements which mean it will always be able to cover its operational costs, and the establishment of the major maintenance fund to ensure there is a clear mechanism for planning and funding major maintenance and upgrade work. The strong parallels to the ŌCHT model are considered positive as ŌCHT is now a proven entity with a track record of strong performance from a regulatory point of view.

60. The conversation has also raised two issues which may require further consideration and amended resolutions by the Council. The first issue is about the rental settings for transferring tenants and the second is the size of the governing board.

Rent setting policy

61. In August, we set out our proposed high-level arrangements for rent setting, specifically that core components of the Council's rental policy (i.e., 30% starting discount, rent increase caps, 80+ rent freeze and ARL) will apply for existing tenants who transfer across to the CHP at the point of establishment, as long as they remain tenants of the CHP. Further, any review of these settings for transferring tenants would be jointly carried out by the CHP and Council, and take account of:
- any changes in government policy or other settings that have impacted (either positively or negatively) tenants' rental affordability
 - the impact of the new tenant support fund (as described in the August paper)
 - the financial position of the CHP
 - the ongoing affordability of the rental policy for the Council, given the Council will be funding the operating shortfalls from the policy
 - other factors the CHP and the Council consider to be relevant.
62. The rent for future affordable (non-IRRS) tenants would be determined by the CHP, in accordance with the regulatory standards.
63. It is clear from the conversation with CHRA that the Council cannot exercise control or decision making rights over the rental settings of tenants – this includes tenants who transfer to the CHP as well as future tenants. If the Council looks like it is exercising decision making rights in this area, the CHP will be considered to be Council controlled and will not pass registration.
64. The Council clearly has an interest in the wellbeing of its tenants that are transferring to the CHP and, in light of that, can have some involvement in rental settings, but it cannot exercise decision or veto rights over changes to rental settings that the CHP considers reasonable and necessary to support a sustainable organisation. The Council will be able to ensure that tenants transfer across to the CHP under the existing rental settings (i.e., the 30% starting discount, rent caps, 80+ rent freeze and the ARL) and the Council will be able to have some involvement in any review or change to those rental settings.
65. There are regulatory mechanisms in place to ensure the CHP's rental policies remain appropriate for its tenants – the CHP's rental policy will be reviewed by CHRA at registration and as part of annual monitoring to ensure that the CHP is regularly

monitoring their rents and maintaining rents at affordable levels. The CHRA Performance Standard 2(b)(i) specifically requires that a CHP has written policies that ensure appropriate outcomes for tenants, and in respect of rent setting, that affordability for its tenant group be taken into account on an ongoing basis.

66. In light of the strong signal on this issue, officers will continue to engage with CHRA on the limits of the Council's role in the review of rent settings for transferring tenants so that we can provide clear advice on what is possible and what is not possible. While officers support the Council maintaining a role as per the August paper, changes will almost certainly be required to the previous resolutions to make it clear that the CHP maintains ultimate decision rights over rent settings. For example, CHRA may require:
- the Council's role be formally limited to being consulted (rather than joint reviewer) or
 - the Council's involvement in the process be limited to a period of time (e.g., the first five years of the CHP's establishment) or
 - any Council consent right is limited to the impact of the policy change in question (i.e., rental policy changes could be made by the CHP within a certain threshold (e.g. 5%) but changes above that threshold require Council approval or endorsement).
67. It should be noted too that, in addition to any role the Council can play in this area, Council will also indirectly have an influence on future rent setting via its Council-Appointed Trustees.
68. The specific detail about the Council's role will be formalised in the Lease Agreement, which officers are providing further advice on in February 2023. Unless available earlier, we will provide further advice to the Council on this issue and the regulator's view as part of that February report back.
69. Subject to further advice, the risks in the Council not making new decisions on this issue are an unnecessarily prolonged registration process (or failure to be registered until such time as the regulator is comfortable with the arrangements in place) creating uncertainty for Council and tenants, and difficulty attracting suitably qualified Trustees as applicants may be concerned about the level of the Council's ongoing control over the entity and that they will not be able to operate effectively in their governance roles.

Board size

70. CHRA also expressed some concern about the size of the CHP governing board. This concern is not a registration issue, which means the Committee's decision to establish a fixed board of nine Trustees will not prevent the CHP being successfully registered.
71. However, it was clear from the conversation that CHRA holds a relatively strong view that a fixed nine-person board will be difficult from an effective governance perspective (particularly in the start-up phase) and that the decision to have a board of this size may not have set up the entity up for early success. The impact of the governance structure on the performance of an organisation is the sort of thing that is considered as part of annual monitoring. The key issues discussed were the likely inefficiency and difficulty in decision making (particularly for a new entity with significant responsibilities) and potential difficulty in filling a board of that size. CHRA's view was that a board of between five and seven was a likely "sweet spot".

72. Officers' view is that we should initiate the search and appointment process for Trustees and, as part of that process, test other perspectives on the impact of a nine-person Board and whether a Board of this size will impact entity performance and/or the ability to attract necessary candidates. This could include conversations with mana whenua partners, specialist governance recruitment agencies, other CHPs, and/or potential candidates. If these further conversations confirm CHRA's perspective, officers will provide further advice to the Council and recommendations to alter the size and composition of the Trust board.

Ngā mahinga e whai ake nei | Next steps and upcoming Council decisions

73. Subject to the Committee's agreement to the recommendations in this paper, the next steps are to continue to work in line with the transition plan agreed by the Committee in August 2022 and set out in Table 3 below.

74. As previously advised, this is a tight, but achievable, transition timeframe. Concluding each stage as planned relies on all remaining council decisions being taken as scheduled below, appointment of Initial Trustees being successfully completed by end of 2022 or early 2023 (in order to enable recruitment of the Chief Executive and senior management to begin) and proceeding through the registration process smoothly first time in the first half of 2023.

Table 3: CHP transition and establishment plan

Transition stage	Timeframes	Handover milestones	Working structure
Stage 1: Council led	July 2022 to February 2023	<ul style="list-style-type: none"> Complete all Council decisions on design and establishment Settle the Trust and complete Trust Deed Appoint interim Trustees 	<ul style="list-style-type: none"> Council governance through relevant Committees
Stage 2: Jointly managed	February to July 2023	<ul style="list-style-type: none"> Complete Trustee appointments Recruit CEO (and senior staff) Complete registration Complete lease agreement 	<ul style="list-style-type: none"> Governance through a joint arrangement with details to be confirmed Some decisions (e.g., lease approval) will still sit with Council
Stage 3: CHP managed (new BAU)	July 2023 onwards	<ul style="list-style-type: none"> Complete remaining transition 	<ul style="list-style-type: none"> CHP trust board Council oversight to be confirmed (e.g., new liaison function, council committee oversight)

75. The key priorities for Stage 1 were identified for the Committee in August and are set out in Table 4 below, along with tracking of progress.

Table 4: Stage 1 priorities

Priority	Responsibility	Tracking
Make remaining design decisions about the CHP	Council decision	Complete (August paper)
Complete the development of the Trust Deed and settle (i.e., establish) the Trust	Council decision	In progress
Appoint initial Council-Appointed Trustees, including an	Council decision	In progress

interim Chairperson		
Begin the change process for City Housing staff and scope the requirements for the transition of systems and services (e.g., IT, HR, finance) to the CHP	Management responsibility	In planning
Develop a transition support plan for tenants	Management responsibility	In planning
Submit application for 'Better Off' funding to secure funding for tenant support	Management responsibility	Complete

76. The next Council decision point will likely be in February 2023, which will signal the completion of Stage 1 as the key milestones for Stage 1 will be ready for the Council's approval. This report back will include:
- a. A finalised Trust Deed for the Council's approval, including a recommended name for the Trust
 - b. Recommendations for the appointment of the Council-Appointed Trustees, including the interim Chair
 - c. Further detail on the Council's relationship and oversight framework
 - d. Recommended short list of City Housing sites for the capitalisation of the CHP, and any further details on the suspensory loan agreement related to these sites
 - e. An update on the development of the lease agreement between the CHP and the Council
 - f. Advice on any changes to the August 2022 resolutions on the approach to reviewing rent settings for transferring tenants and/or Board size and composition
 - g. Any further advice on how the CHP could be encouraged to:
 - iii. pursue the Mayor's taskforce recommendation (6d) related to tenant support services and
 - iv. provide places to new tenants who are not prioritised on the MSD public housing waitlist
 - h. A recommended approach to joint CHP-Council governance of Stage 2 of the transition.
77. After February 2023, the next major decision point for the Council will be to agree the final lease and suspensory loan agreements, which will likely be in June 2023.
78. The City Housing team is continuing to ensure all tenants are being kept up-to-date and supported through this process. Regular communication to tenants includes a pānui which is sent by email and post to all tenants every two-months and posted on noticeboards at City Housing complexes. The most recent pānui was sent to tenants following the August Committee meeting. Individual letters are also being sent to tenants, as needed, from the City Housing Manager to let them know about key decisions and milestones through the process (including the decision to establish a CHP and at the start and end of the consultation period). Tenancy Advisors are also providing active support to tenants and are speaking to tenants regularly to let them know about any changes that may affect them and are regularly available to speak and meet with tenants one-on-one or in small groups during regular site drop-in sessions.

Whai whakaaro ki ngā whakataunga | Considerations for decision-making

Alignment with Council's strategies and policies

79. The recommendations in this paper are consistent with the priorities in the LTP – particularly the 'affordable, resilient and safe place to live' and 'fit-for-purpose community spaces'. The proposals are also consistent with the Council's 'people friendly, compact, safe and accessible capital city' strategic priority.
80. Through the LTP process, the Council signalled City Housing's financial challenges and notes that the Council would consult the public on options to address these issues, which was completed in June 2022. The LTP also indicated the Council's intention to find an alternative operating model for City Housing within three years, enabling costs from year four to be met under a new funding arrangement.

Engagement and Consultation

81. The proposal is rated high significance in accordance with Schedule 1 of the Council's Significance and Engagement Policy. The proposal meets the following criteria – Importance to Wellington City, Community Interest, and Impact on Council's Capacity and Capability.
82. The AP/LTP Committee agreed to consult with the community on the options available to address City Housing's financial challenges. Consultation ran from mid-April 2022 to end of May 2022 and a full engagement plan accompanied the consultation to ensure high levels of participation. A particular focus of the engagement was City Housing tenants to ensure tenants understood the proposals and were supported to participate in providing feedback. On 30 June 2022, the AP/LTP Committee/Council adopted the LTP to establish a CHP.
83. As part of the transition, officers will develop a communications and engagement strategy focused on tenants and ensuring they understand what the decisions mean for them and that they will be well supported through the establishment process. The Tenant Advisory Group established by the Committee in August 2022 will be a part of this engagement process.

Implications for Māori

84. A key objective guiding the development and choice of options for City Housing is to create opportunities for partnerships in the delivery of housing services and development. In particular, the Council's preferred CHP option has been designed to facilitate the opportunity for partnership with iwi in improving housing outcomes in Wellington, consistent with the Tākai Here partnership agreement.
85. These opportunities can include shared governance, partnering in service delivery for tenancy and housing support services, and/or partnering in the redevelopment of housing stock.

Financial implications

86. The financial implications of the advice in this paper are all included in the LTP amendment the Council adopted on 30 June 2022

Legal considerations

87. Officers have worked alongside external legal advisors in the development of the advice in this paper.

Risks and mitigations

88. The key risk to achievement of the proposals in this paper are the timeframes for resolving City Housing's financial challenges. Successfully establishing a CHP will take a further 12 months' work. The timeframes for transition and establishment are tight but achievable – we are continuing to draw on the experience of the transition planning and delivery in Christchurch which is helping to mitigate the timing risks.

Disability and accessibility impact

89. Not applicable.

Climate Change impact and considerations

90. Not applicable.

Communications Plan

91. As above under Engagement and Consultation.

Health and Safety Impact considered

92. Not applicable.

Attachments

Nil

ADVISORY GROUP ANNUAL REPORTS AND WORK PLANS

Kōrero taunaki

Summary of considerations

Purpose

1. This report provides Te Kaunihera o Pōneke | Council with the annual reports and work programmes of Council's five advisory groups:
 - Accessibility Advisory Group
 - Environmental Reference Group
 - Pacific Advisory Group
 - Takatāpui and Rainbow Advisory Council
 - Youth Council

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
- People friendly, compact, safe and accessible capital city
- Innovative, inclusive and creative city
- Dynamic and sustainable economy

Strategic alignment with priority objective areas from Long-term Plan 2021–2031

- Functioning, resilient and reliable three waters infrastructure
- Affordable, resilient and safe place to live
- Safe, resilient and reliable core transport infrastructure network
- Fit-for-purpose community, creative and cultural spaces
- Accelerating zero-carbon and waste-free transition
- Strong partnerships with mana whenua

Relevant Previous decisions

Not applicable

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Alisi Puloka, Democracy Advisor
Authoriser	Baz Kaufman, Manager Strategy and Research

Taunakitanga

Officers' Recommendations

Officers recommend the following motion

That the Pūroro Rangaranga | Social, Cultural and Economic Committee:

1. Receive the information.
2. Thank the Advisory Groups for their contributions.

Whakarāpopoto

Executive Summary

2. Wellington City Council's advisory groups are required by their terms of reference to produce an annual report and work programme for presentation to Council. The annual reports and work programmes are appended to the end of this report.
3. The annual report and work plan for Youth Council was unavailable at the time of agenda publication but will be tabled at the meeting.

Takenga mai

Background





4. Wellington City Council operates the following advisory groups:
 - Accessibility Advisory Group
 - Environmental Reference Group
 - Pacific Advisory Group
 - Takatāpui Rainbow Advisory Council
 - Youth Council
5. The advisory groups serve a range of general purposes:
 - To advise Council officers working on relevant policies, strategies and operations on how to improve outcomes for the city and communities, based on their experience and knowledge; and
 - To pass information on issues relevant to communities between Council and advisory groups.
6. The advisory groups share terms of reference which set out their purpose and expectations.
7. Each advisory group is required to submit an annual report to the Council outlining work achieved over the previous year, and a work programme which outlines priorities for the year ahead.
8. This is the first year for the Takatāpui and Rainbow Advisory Council (previously known as the Rainbow Communities Advisory Group) to produce an annual report, as this group was only recently established in June 2021 and therefore only submitted a work plan to Council last year.
9. The advisory group work plans are high level indications of priority areas for the groups and the detail of scheduling work is determined collaboratively with the groups' chairs throughout the course of the year.

Ngā mahinga e whai ake nei

Next actions

10. The advisory group work plans will be used to inform the ongoing work of the groups for the next year.

Attachments

Attachment 1.	Accessibility Advisory Group Annual Report 2021/22 and Work Plan 2022/23 ↓ 	Page 86
Attachment 2.	Environmental Reference Group Annual Report 2021/22 and Work Plan 2022/23 ↓ 	Page 93
Attachment 3.	Pacific Advisory Group Annual Report 2021/22 and Work Plan 2022/23 ↓ 	Page 99
Attachment 4.	Takatāpui Rainbow Advisory Council Annual Report 2021/22 and Work Plan 2022/23 ↓ 	Page 107

Purpose

The Purpose of the Accessibility Advisory Group (AAG) is to:

- Advise Council on how to help grow a great and accessible City, where barriers to people with impairments are minimised.
- Bring lived experience and knowledge to Council around accessibility issues in the context of Council's roles and priorities.

Group Composition

AAG membership has been selected to provide a considerable range and depth of accessibility expertise. All members have lived experience of disability and a variety of access needs. We do not purport to represent any particular community or the full spectrum of accessibility perspectives, however we do have a diverse mix of gender, ethnicity, age, impairments, and accessibility experiences.

AAG Members in 2021-2022 financial year

Susan Williams (Co-chair)	Humphrey Hanley
Nick Ruane (Co-chair)	Erikka Helliwell
Amy Evanson (Resigned)	Solmaz Nazari Orakani
Alan Royal (Resigned at end of term)	Rachel Noble
Stuart Mills (Resigned)	Olivia Murphy

Council appointed members

Councillor Rebecca Matthews
Councillor Tamatha Paul (Alternate)

Council officers

Kym Fell (ELT Representative)
Melissa Wells (Accessibility Advisor)
Hedi Mueller (AAG Secretariat)

Acknowledgements

AAG wishes to thank the council officers who work most closely with AAG, along with those who bring projects to the group for consultation.

AAG particularly wants to thank Melissa Wells, who has worked with, and alongside, AAG to assist us in our work, and amplify disabled voices and lived experience. Also, once again, councillor Matthews, for her passion and commitment to representing AAG at council, and to engaging continuously with AAG's aims.

Thank you too to Hedi Mueller, for keeping the day to day needs of the group ticking over beautifully.

Finally, we wish to thank the long-standing members who have left the group this year, we appreciate their work over the years, and we hope to continue building on the past to create a truly accessible future, as we welcome five new members to AAG.

Reporting Structure

The Accessibility Advisory Group reports as a single body.

Membership and Meetings

AAG does not have any current internal or external memoranda of understanding or formal relationships.

Member attendance has been extremely high, despite several members suffering inter-current illnesses. Overall engagement from members, including engagement between meetings and involvement in other fora, has been excellent.

Attendance at AAG meetings over the July 2021 – June 2022 year (11 meetings) has been as follows:

Name	Number attended	Percentage
Amy Evanson	4/4	100%
Erikka Helliwell	6/11	55%
Susan Williams	9/11	82%
Rachel Noble	10/11	91%
Olivia Murphy	10/11	91%
Stuart Mills	8/10	80%
Solmaz Nazari Orakani	9/11	82%
Alan Royal	11/11	100%
Humphrey Hanley	10/11	91%
Nick Ruane	9/11	82%

Activity

Susan:

This reporting period, AAG has responded to many large, influential projects that have significant, and wide ranging, impact for d/Deaf and/or disabled Wellingtonians.

Projects have ranged from those that may be considering certain aspects of accessibility for the very first time, to those who have a solid foundation in access and equity, and simply need a little feedback.

AAG especially appreciated the chance to work with other advisory groups on the next stage of Let's Get Wellington Moving, which then had a detailed session with AAG. It was useful to connect with the other groups, see what is important, which types of issues came up across groups, and which were specific to certain advisory groups. Then to dive into the details with AAG specific suggestions, concerns, and feedback. We hope to continue feeding back throughout this massive project, and contribute to access at every point, and in every aspect, of the project.

AAG was relieved to discover the improvements in local election accessibility that will see information on the candidates provided in accessible formats for the first time, along with a more accessible voting hub location. However AAG were disappointed that ballots and voting are still not accessible (partially due to national systems), and plans for assistance lacking, especially in the suburbs. We hope that processes will continue and eventually fully remove access barriers to the democratic system, and fully meet disabled and d/Deaf people's democratic rights.

We had lively, productive, and influential discussions with many other project teams, and applaud the level of engagement this year with AAG!

Above all, this year we are proud and delighted to have been part of the process that resulted in WCC committing to signing the Accessibility Charter. We feel this is a significant, and essential, milestone in continuing to work towards a truly equitable, accessible, and fully realised Wellington. We would like to acknowledge just how far disability rights have come, and WCC's leadership in this area, and AAG's pivotal role in access, advocacy, and educating. We also acknowledge how far there is to go in this space, and hope the next year will bring further achievements, and continued progress.

Nick:

This reporting period AAG had a very busy agenda. We always have projects that are interesting, and important and that members can bring their lived experience to provide feedback upon.

Two examples stand out, first is the Arts Strategy Aho Tini where the Strategy was truly co designed with disabled people in collaboration with Arts Access Aotearoa and I can say with confidence that this strategy will serve disabled Artists well into the future, and we are already seeing this through the (d)Deaf and Disabled Artist in Residence Scholarship, a first to occur, based here in Wellington.

The second example is the digital Accessibility Strategy, our work with the WCC digital team, spearheaded by former AAG member Alan Royal, whom we will miss for his undoubted knowledge of all things digital Accessibility, has resulted in an ongoing WCC commitment to meeting WCAG Standards in the digital environment.

Provision of Advice

AAG was able to provide advice to the following projects during this report period:

July 2021	Inclusion Strategy & Housing Action Plan
Aug 2021	Digital Accessibility & Frank Kitts Park design
Sept 2021	Lambton Quay Bus Interchange, Cycleways, & Representation Review
Oct 2021	Project OtO & Accessible Wayfinding
Nov 2021	Cycleways & Let's Get Wellington Moving updates
Jan 2022	10yr Māori Strategy
Feb 2022	Pōneke Promise
Mar 2022	Te Kāinga Housing Forum (with guests from disability community)
April 2022	Te Matapihi & Economic Wellbeing Strategy
May 2022	Accessible Procurement & Democratic Elections
June 2022	Open Spaces & Recreation Strategy & Aho Tini update

Aspirations and challenges for the year ahead

Susan:

As we finish a year of hybrid meetings, and social uncertainty, there are opportunities to continue to improve our practice, including members having the option to attend in person or virtually, which, aside from covid safety, is a significant advance in the kind of flexible working that is core to an accessible meeting place.

Our members, and wider community, are facing ups and downs, wins, disappointments, and the same living pressures as everyone else, as we also navigate the national transitions to a new health system, new disability support model, the new ministry for disabled people, and new access legislation.

At this pivotal time it is essential that disabled leadership, disabled voices, and disabled experiences are front and centre at all levels of government, and AAG is committed to continuing to advise and guide WCC, and individual projects and teams,

on the best options and outcomes for disabled citizens.

We are also committed to Te Tiriti o Waitangi; Intersectionality; Diversity; Inclusion; And our own growth in our practice. We are excited that so many project teams and areas are enthusiastic to engage with us, and we look forward to an absolutely packed year. Filled with opportunities for honest conversations, and hard work towards the future we all deserve, and have a right to, guided by the principals of the Accessibility Charter.

Once again, AAG stands ready to encourage, critique, collaborate, and engage with all aspects of our city's future.

Nick:

I report to Councillors that AAG has had a successful year. As a group we have sat for 11 meetings, we had a very busy schedule, details of which are tabled in this report. Accessibility is a growing area of interest for residents of Wellington and within our city.

The establishment of Whaikaha | The Ministry of Disabled People will only increase both the focus on and interest in disability related policy matters as well as build the level of understanding of New Zealand's obligations under the United Nations Convention on the Rights of Persons with Disabilities, including at local government level. AAG has an important role to play in supporting WCC uphold New Zealand's Convention obligations and all Councillors should be interested in and supportive of the work the AAG does.

This year I had to personally advocate to get the Accessibility Charter over the line. I thank both Councillors and Officers for your support to get us to the point we are, on the cusp of signing.

One thing that was spoken of recently as a risk is the un-funded mandate. I want to speak about this as a risk going forward for the Accessibility Charter. Everyone signs this with the best intentions in the world but unless those good intentions are backed up with budgetary commitments to support that aspiration, disabled people will move backwards.

Another observation I have at this juncture is that the Accessibility infrastructure that supports both Council and AAG is wide and narrow. The Senior Accessibility advisor is across a huge breadth of areas. I ask that Councillors seek to build depth and breadth and seek to build capacity to support Accessibility within Council. The need for more advice and advise of high quality will only increase over time over time and from more portfolio areas.

As an AAG we have been very lucky to have benefitted over the time I have been involved from some of the most talented disabled leaders Aotearoa has to offer, we have had Dr Tristram Ingham, now Chair, Tātou Whaikaha and also current member Rachel Noble who was CE to two DPO's. This level of understanding at the strategic level has placed AAG into a good point to lift the dialogue with Officers and Councillors about what is required to improve performance.

I would like to signal that AAG made an intentional choice to bring in members from diverse sector of the disability community during this recruitment round, however not all of our senior leaders, who currently sit on AAG will be present next year and AAG is potentially vulnerable to losing institutional knowledge in the next 12 - 24 months.

Susan Williams (they/them) & Nick Ruane (he/him)
Co-Chairs, on behalf of AAG

Wellington City Accessibility Advisory Group – 2022-23

Introduction

The Accessibility Advisory Group (AAG) terms of reference requires an annual workplan to be developed and presented to the relevant Council committee once a year. The workplan will be determined jointly between the Accessibility Advisory Group, Council officers, chair of the appropriate Council committee, and the Councillor liaisons.

The workplan is set out below and highlights key areas of work that AAG will contribute to over the 2022-23 fiscal year.

Purpose

As per the advisory group terms of reference, the purpose of AAG is to:

- Advise Council on how to help grow a great and accessible City, where barriers to people with impairments are minimised.
- Bring lived experience and knowledge to Council around accessibility issues in the context of Council's roles and priorities.

Workplan:

In the 2022-23 year, AAG will contribute to Council projects and priorities in the following areas:

- Review and update of the Accessibility Action Plan
 - Including Accessible Public Services and Accessibility Training for HR
- Housing – Housing Action Plan, Draft District Plan and City Housing
- Transport – LGWM programme, Cycleways Network and Parking Policy
- Urban Design – Pōneke Promise and Wellington Design Manual
- Community – Facilities Review and Te Matapihi Central Library
- Emergency Management – WREMO
- Connection – Cross-Advisory Group work and Community Forum opportunities (to connect with more disabled people in Wellington)
- Financial Wellbeing – Economic Wellbeing Action Plan

This workplan is not prescriptive and the group may work on projects outside of these priorities.

Environmental Reference Group

Annual Report for the period 1st August 2021 to 22 August 2022

Written by Michelle Rush (Co-Chair)

Purpose

The Environmental Reference Group's (ERG) purpose is to:

- Advise Council on the best ways to improve Wellingtonian's quality of life environmentally, socially, culturally and economically by protecting and enhancing the local environment.
- Bring knowledge and insight into Council around the environment, including water, energy, waste, biodiversity, heritage, resilience, climate change, urban design and transport management, in the context of Council's roles and priorities.

About

ERG has a diverse mix of well qualified and experienced members from a range of backgrounds across a wide range of disciplines. Selection of members is usually carried out by the chair of the ERG, with support from Democracy Services. There was no new intake in 2020 and only a couple of people in 2021. Diversity within the group is affected by who applies, and currently the group has more males than females, and no non-Pākehā members, but a range of ages and experience.

Portfolios

The principal areas of interest to the ERG are split into portfolios with portfolio leads as of August 2022 as in the table below:

Portfolio Group	2021	ERG Lead 2022
Transport	Michelle Rush	Arran Whiteford
Climate Change	Chris Watson, Isla Day, Steven Almond	Sally Faisandier, Arran Whiteford
Waste and Circular Economy	Steven Almond	Spencer Clubb
Water	Arron Cox / Lynn Cadenhead	Michelle Rush
Resilience	Lynn Cadenhead	Sally Faisandier
Urban Design Agency/Urban Growth	Eleanor West / Sally Faisandier	Ben Zwartz
Biodiversity/Open Space	Mike Britton / George Hobson	George Hobson / Mike Britton
Heritage	Lynn Cadenhead / Clare Stringer	Clare Stringer

For each portfolio ERG has have written a set of principles to guide submissions and advice. These principles have been attached in an appendix to this report.

Oral Feedback to Officers; Policies, Strategies and Presentations

During the period of this report, the council officers consulted with ERG on a number of plans and strategies, including:

DATE	Meeting Topics
August 2021	<ul style="list-style-type: none"> • Setting work programme
September 13 2021	<ul style="list-style-type: none"> • Pōneke Promise safety initiative
12 October 2021	<ul style="list-style-type: none"> • Greta Point Connection
November 2021	<ul style="list-style-type: none"> • Green Network Plan and Fossil-Fuel free city

DATE	Meeting Topics
December 2021	<ul style="list-style-type: none"> Draft District Plan - workshop
14 February 2022	<ul style="list-style-type: none"> District Plan Bike Network Plan & Let's Get Wellington Moving
14 March 2022	<ul style="list-style-type: none"> Draft Economic Wellbeing Strategy, 10 Year Māori Strategy
11 April 2022	<ul style="list-style-type: none"> Residual Waste Disposal Options and Waste Minimisation City Housing funding options
9 May 2022	<ul style="list-style-type: none"> Our Capital Spaces Review – Open Space and Recreation Strategy - feedback
13 June 2022	<ul style="list-style-type: none"> Our Capital Spaces Review – Open Space and Recreation Strategy - workshop
11 July 2022	<ul style="list-style-type: none"> Para Kai trial, Miramar
8 August 2022	<ul style="list-style-type: none"> Wellington City Council Community Facilities Plan Project Plan Proposed District Plan

Submissions

- Water Services Entities Bill
- Newtown to City cycleway
- ERG comments on the Climate and Sustainability Fund Criteria, 26th October 2021
- Waste Management and Minimisation Plan Action Plan including landfill extension June 2022 submission and oral presentation
- Draft economic wellbeing strategy May 2022 submission and oral presentation
- WCC Annual Plan 2022/23 submission and oral presentation
- Paneke Pōneke Bike network plan proposal submission and oral presentation
- Let's Get Wellington Moving: Mass Rapid Transit
- WCC Draft District Plan submissions and oral presentation
- MFE Legislation phasing out hard-to-recycle and single-use plastics
- Residual waste disposal options 2021/2022
- Trading in Public Spaces - Clare
- LGWM Greta Point to Cobham Drive
- LGWM Mass Rapid Transit, Mt Vic and Basin Reserve upgrade

Issues

- Three waters issues continue to be of concern to the group, particularly the continued failure of infrastructure (waste and stormwater) causing pollution events, the 'leaky' nature of our drinking water network wasting energy and precious water resources, and the slow uptake of measures to reduce pollution from stormwater, e.g. widespread adoption of water sensitive design.
- Whilst the support WCC has given to numerous biodiversity initiatives is very pleasing, e.g. Predator Free Wellington and Zealandia to name just a few of many, the exclusion of significant natural area provisions in residential areas from the notified district plan is disappointing and likely in breach of regional and national rules and policies
- Likewise whilst the approval of the Bike Network Plan was a great step forward, the removal of the Johnsonville Rail line as a 'rapid transit' route is most concerning and likely in breach of the NPS Urban Development: this decision sits uneasily with Council's pledge under Te Atakura to mitigate climate change impacts, as well as social and economic matters such as housing affordability and economic development.
- We seek that Council focus on developing good performance indicators and targets that will encourage work towards priority outcomes: as we have said before, all strategies and implementation plans need clear priorities and goals with dates.
- There is a now urgent need to invest in bringing about a change in beliefs, attitudes and behaviours, not just infrastructure change, to address some of the long-term issues facing the city. Of particular concern are climate change, population growth and resilience. The concerns expressed by residents over the implementation of the

Bike Network changes is just one example of why effort is needed on these matters: people need help to build their understanding of why these changes are so necessary for the long term.

Changes

- In 2021 Arran Whitehead and David Batchelor joined us, and have both made great contributions. Unfortunately, David Batchelor resigned this year, because he has now moved overseas.
- In June this year we welcomed Shannon Wallace, Spencer Clubb, Sam Satterthwaite and Ben Zwartz to our ranks: they bring to ERG some great skills, experience and perspectives that will complement those of other members.
- We farewelled Lynn Cadenhead and Chris Watson whose time on the ERG had come to an end. Earlier in the year, Arron Cox, Eleanor West and Isla Day all left for work reasons. We wish to acknowledge the significant efforts of these people, and especially Lynn, who was a dedicated and energetic Chair and Co-Chair for ERG.

Wellington City Council ERG - Profile of members, 1 August 2021 – August 2022

Lynn Cadenhead (started in 2015, and finished out her term in May 2022)

Lynn Cadenhead is a registered landscape architect with a zoology honours degree and an environmental science background. She has now lived in Wellington for six years. While living in Nelson Lynn was an active member of Heritage Nelson and the New Zealand Institute of Landscape Architects Nelson branch, chairing both groups. Lynn has been involved in a wide range of environmental and community projects, both as a professional landscape architect and as a volunteer. These have included landscape assessments, revegetation reports and projects, reserve and playground designs, and involvement in roading and transport issues.

Chris Watson (Joined 2016, finished out his term in May 2022)

Chris is an architect and author. He has promoted low/zero carbon cities and countries, to local authorities, public forums, select committees and the environment court. His main interests are zero carbon buildings, cities and travel. His architectural practice includes world-leading work evaluating quality of buildings and building programs, to feed forward lessons learned. He has been commissioned to undertake numerous projects in Australia and Europe as well as NZ. His books on building quality and climate safe travel were published in Oxford and Cambridge, UK.

Mike Britton (Joined in 2016)

Mike has a background in protected area management with a special interest in national parks and nature protection. He is a former General Manager of Forest & Bird and also Assistant Director of Fish & Game New Zealand. More recently, Mike has become involved in fundraising, primarily for nature protection. Over the last three years he has helped raise money with BirdLife International for island restoration, predator control and the development of sustainable livelihoods in the Pacific. Mike is a member of the Tongaririo Taupo Conservation and the Taupo-nui-a-Tia Management Boards.

Steven Almond (Joined in December 2019)

Steven's background is in industrial design, previously working in the UK before moving to New Zealand in 2012. Steven has increasingly focussed his work on sustainable design and sustainability issues, recently completing a Master's degree in design at Victoria University of Wellington, researching design for a 'Circular Economy'. For the past two years Steven has worked at Garage Project as their Sustainability Ambassador. In addition, Steven works on design projects with a sustainability focus.

Sally Faisandier (Joined in December 2019)

Sally Faisandier (MA (Psych), Dip Tchg, Dip Eval) has worked as a research and evaluation advisor for central government agencies for the past twenty years (ten as a Principal Advisor), which included Health, Education, Social Development, Justice, Māori Development and Land Information. She has written a number of papers on resilience issues, and has a passion for supporting the mitigation of, and adaptation to, climate change. Sally joined the ERG as a generalist, providing expertise in understanding and interpreting research reports over a wide range of topics, to inform policy within a political context.

George Hobson (Joined in December 2019)

George is a passionate 17-year-old advocate for the environment. He has been involved in many on-the-ground conservation projects over the last four years, from reptile monitoring on Mana Island, to Black Petrel research on Great Barrier Island. He is a Coordinator of Forest & Bird Youth, where he works to empower young people across Aotearoa New Zealand to make environmental change. He was also one of the first ZEALANDIA Youth Ambassadors, where he worked with young people from all over Wellington. George is fascinated by politics and environmental policy, and is passionate about ensuring that youth voices are not overlooked in these areas.

Michelle Rush (Joined in December 2019)

Michelle Rush is a facilitator, trainer and consultant specialising in collaborative processes and effective stakeholder engagement. She has a background in natural resource management policy and social research, with particular expertise in sustainable land and water policy and sustainable agriculture. She has more than 25 years' experience as a professional facilitator working with businesses, science, industry and government organisations, councils and community groups. She is currently a member of the Onslow College Board.

Clare Stringer (Joined in December 2019)

Clare's career has been focused on biodiversity conservation and invasive species management. She has worked in policy development as well as project implementation in New Zealand and around the world.

Arron Cox (Joined December 2019, resigned September 2021)

Arron works in environmental policy focusing on how we protect and enhance water in our urban areas. He has a background in the three waters (drinking water, wastewater and stormwater) and has worked as both an engineer and resource consents planner. Outside of water he is passionate about how Wellington can undertake a just transition to become zero carbon by 2050 or earlier. He is particularly focused on how this can be achieved through the way the city grows and the way its residents get around. He is keen to ensure youth continue to become more engaged in Council's decisions and that their concerns are reflected in Council policy.

Isla Day (Joined December 2019, resigned late 2021)

Isla is studying Physical Geography and Biomedical Science at Victoria University. She was a founding member of School Strike 4 Climate in New Zealand, a national youth led movement that mobilised 170,000 people in the 2020 September 27th strike. Both her interest in science and love of the outdoors (through mountain biking) have influenced her passion for protecting the natural environment and in the future she has ambitions in scientific research and policy advice.

Eleanor West (Joined December 2019, resigned August 2021)

Eleanor has a background in Environmental Science and Geography, with a focus on urban issues. She currently works for the New Zealand Green Building Council on the technical team. In her free time, Eleanor volunteers for Generation Zero where she works predominately on local transport and urban design issues.

David Batchelor (Joined 2021, resigned March 2022)

David Batchelor is a practising urban planner, festival director for Wellington Heritage Week, and an academic researcher. He specialises in residential development and heritage resource management, and transportation policy. His academic research is on heritage, smart cities, and local government strategic documents and operations. David holds a PhD in Architecture (graduand), a Master in Urban Planning, and tertiary qualifications in history, public management, geography, and sociology.

Arran Whiteford (joined in September 2021)

Arran Whiteford loves the natural world, and exploring its wild places — the mountains, the sea, and forests. With an interest in climate change, this led him to complete a masters degree in glaciology, and a PhD looking at ice-ocean interaction in Antarctica. Now, Arran works as a renewable energy engineer, prospecting for potential wind farms. Arran is a keen climate advocate and a proud member of Wellington's trail running, orienteering and bike communities.

Shannon Wallace (joined in June 2022)

Shannon is a registered planner with a master's degree in environmental planning and currently working as a Principal Analyst at the Ministry for the Environment. Shannon has spent over 11 years working in environmental policy in New Zealand and the UK and has particular expertise in freshwater management, RMA plan implementation and the role of Māori in the planning system. Shannon is member of the Southern Environmental Association, and keen 're-wilder' and urban composter.

Ben Zwartz (joined in June 2022)

Ben is a land surveyor with more than twenty years' experience in resource management, civil infrastructure and infill development. He is active in his community of Vogelmorn and in cycling advocacy. He also helps at KaiCycle urban farm.

Sam Satterthwaite (joined in June 2022)

Sam is an ambitious young student with a passion for sustainable development and smart climate solutions. They come from a strong background of environmental advocacy and leadership including the 2021 School Strike for Climate team, Forest and Bird Youth, Mountains to Sea and local political engagement. Alongside a passion for wildlife and ecology promoted through global travel and exploring Wellington's nature reserves on land and sea. Currently studying Biotechnology, Entrepreneurship and Environmental Studies, Sam hopes to utilize a multifaceted youth perspective and effective action to promote positive change, resilience and sustainability within the city they love.

Spencer Clubb (joined in June 2022)

Spencer has 20 years' experience working as an environment and sustainability policy professional. He has worked in government and non-government roles in New Zealand and the UK on a wide range of issues including natural resource management, biodiversity, energy, environmental impact assessment and freshwater.

ERG Work Plan 2022/2023 Financial Year

TOPIC	OUTPUT
1. Mandatory/legislative	
District Plan	ERG Statutory Submission
Annual Plan	ERG Submission
Role of ERG	Assist new councillors to understand and appreciate the role of the ERG
2. Delivering on Strategic Priorities	
LGWM Mass rapid transit City streets package Golden mile Thorndon / Hutt Road	Presentation/information on plan, review or strategy. Direct comment on WCC's plan, review or strategy. ERG's own submission to WCC.
Central City walking improvements	As above
Paneke Poneke Bike Network Plan	As above
Te Atakura First to Zero Sludge Minimisation	As above
Social & Community Facilities Review & Our Capital Spaces	As above
Heritage Strategy	As above
Development Contributions Policy	As above
Economic wellbeing Strategy	
Additional Topics	
Te Atakura, Climate Change / Zero Carbon Capital- quarterly updates	
Annual Update of ERG Portfolio Principles	Updated Principles.
3. Central Govt & Regional Priorities	
Three Waters Reform	ERG submission to Water Services Entities Bill
Implementing NPS on Fresh water management	Presentation/information on WCC's actions. ERG to comment & submit if actions are out for public comment.
Review of waste Legislation, product stewardship & levies	Presentation/information on WCC's submission/views. Comment on WCC's submission. ERG's own submission.
Regional Transport Plan incl. LGWM	Presentation/information on WCC's submission/views. Comment on WCC's submission. ERG's own submission.
Proposed NPSs – Proposed national policy statement for indigenous biodiversity, proposed NPS for Heritage (currently being scoped); etc.	Presentation/information on WCC's submission/views. Comment on WCC's submission. ERG's own submission.
Regional Waste management and minimisation plan, including kerbside waste review, resource recovery and Southern Landfill Extension	

**WELLINGTON CITY COUNCIL PACIFIC ADVISORY GROUP
ANNUAL REPORT – JULY 2021 TO JUNE 2022**

TALOFA LAVA, NOA'IA, MALO NI, MAURI, FAKAALOFA LAHI ATU, NI SA BULA VINAKA, KIA ORANA, MĀLŌ E LELEI, AND WARM PACIFIC GREETING FROM THE PACIFIC ADVISORY GROUP

BACKGROUND

The Wellington City Council Pacific Advisory Group (PAG) is one of five Council community advisory groups providing a broad range of advice and connection to specific Wellington communities.

PAG brings its Pacific knowledge and insight into Council on how the needs of Wellington's Pacific communities can be addressed in the context of Council's roles and priorities.

Whilst PAG is not seen as representing all Pacific people in the city, members utilise their significant support and leadership roles within their ethnic and local communities to enhance the responses and services the Council provide.

PAG's Pacific membership includes representatives from; Cook Islands, Fiji, Melanesia, Micronesia, Niue, Samoa, Tokelau, Tonga, and Tuvalu.

INTRODUCTION

This Annual Report covers the engagements and activities undertaken by the Wellington City Council Pacific Advisory Group (PAG) for the period 1 July 2021 to 30 June 2022.

This last year has been one of continuing adaptation, working around periods of uncertainty as everyone has tried their best to live and work with the ongoing impact of the Covid-19 pandemic. This has been reflected in our meetings being in largely hybrid formats or fully online, depending on the environment/context.

Our Pacific communities have continued to show resilience, though not without challenges. Many of our PAG members were out in the communities even more so, helping and working on the front lines to provide support to those families and those needing support. We also acknowledge our Tongan communities impacted by the Hunga Tonga–Hunga Ha'apai eruption and tsunami in early 2022.

We have continued with strengthening our focus to build and strengthen a strategic approach to advising and supporting the Wellington City Council (WCC) and ensuring that the input and engagement for Council work and projects was at the early stages of the processes, rather than at later stages where our advice and input would have little to no effective impact. We have seen growth in this area over the past year, and encourage Council to continue to do so.

Our PAG members represent not just their respective nations, but also a diverse range of professional experiences and industries. They bring this cultural and thought diversity to each meeting, and we learn from each other as well.

As part of being true to our respective cultures, we have adapted the format of our PAG meetings to better reflect how meetings are held in our communities. We have dedicated time at the start of each PAG meeting towards whakawhanaungatanga (Māori terminology) of building relationships between PAG members and also Council staff. It is that emphasis on relationships that sets the tone for the rest of our formal agendas – a chance to share a little bit about our respective cultures and also establish and build trust – which lends itself to deeper engagement and understanding, more open information and knowledge sharing. It is our hope that this is also a way for Council staff and guest presenters, to take a piece of that experience away with them, so that no matter who is on PAG in the future, they will have some new piece of knowledge and/or understanding about Pasifika cultures and perspectives.

We also encourage Council to continue to use the Ministry for Pacific Peoples’ Kāpasa Policy Framework. Following our signed Memorandum of Understanding a few years ago on its use, it would be insightful to hear if/how it has been useful for Council staff.

It has been a broad array of topics covered this year, and we look forward to the next year ahead.

ADVISORY GROUP MEMBERSHIP – AS AT 30 JUNE 2022

Name	Pacific Nation	
Natalia Fareti	Samoa	<i>Co-chair</i>
Anthony Carter	Samoa	<i>Co-chair</i>
Gerron Ale	Tokelau	
Jope Berwick	Fiji	
Anthony Carter	Samoa	
Maria Clark	Niue	
Mino Cleverly	Samoa	
Sunia Foliaki	Tonga	
Kira Hundleby	Melanesia	
Maikali Kilione	Fiji	
Jocelyn Kua	Tokelau	
Lisa Pouvalu	Tonga	
Sandra Tisam	Cook Islands	
Tino Vaireka	Cook Islands	
Senia Bartley	Tuvalu	

Vacancies (as at 30 June 2022):

Micronesia: 1

Tuvalu: 1

PAG Meetings held - 13

Chair, Deputy Chair, and Council Democracy Officer/s meetings held – 15

BUILDING ON THE FINDINGS OF THE WELLINGTON CITY COUNCIL ADVISORY GROUP REVIEW 2020

The Advisory and Reference Group Review report was completed on 19 June 2020.

The Review sought to;

- understand the advisory group model at the time of the review and its effectiveness
- a Council desire to ensure that the advisory groups are able to provide unique feedback to Council
- participation is of value to their members

We have continued to build on the recommendations that the report outlined, including:

- having Council staff helping to provide more structure to the development of our PAG work plan,
- increased stability of liaison staff participation (i.e. we have had the same democracy officer for a steady period, who has been very helpful).
- we have also appreciated having a senior Council staff officer regularly attending (Chief Planning Officer), along with a recently appointed (at the time) Engagement Manager.

These have been incorporated to PAG's working model. We continue to encourage Council to proactively engage with PAG as early as possible in the co-design process for strategies and plans, as this ensures that Pasifika perspectives are not only heard, but also acted on in a meaningful way. We thank Council and those staff that have done so, such as with the Accessibility Action Plan – it was refreshing and very welcome, to have the chance to provide early insights and inputs before any plans were formalised or well developed already.

The below outlines the subjects that were presented and discussed at PAG meetings over the past year. These have aligned with our agreed work plan for 2021-2022:

- Community (including the Fale Malae)
- Reform (including Local Government Reform)
- Transport (including LGWM)
- Housing
- Environment
- Internal WCC change

PAG ACTIVITIES

SUBJECT	PRESENTER/FACILITATOR	PAG INPUT/COMMENT(S)
PAG Induction & Preparation for PAG Chair(s) Election	Sean Johnson – WCC	<ul style="list-style-type: none"> Welcoming newly appointed PAG members, Presentation on overview of Council work, and PAG’s role in informing that work,
WCC Representation Review	Sean Johnson - WCC	<ul style="list-style-type: none"> Presentation and discussion on the Representation Review.
Meeting with Ministry for Pacific Peoples	Co-Chairs Anthony Carter and Natalia Fareti, meeting with Faalogo Vaai, Senior Advisor at the Ministry for Pacific Peoples	<ul style="list-style-type: none"> Overview of our respective objectives, work plans Invitation to MPP to attend PAG meetings as observers, mutual agreement to share information, knowledge.
PAG Workplan	Clare Landon – WCC	<ul style="list-style-type: none"> Identifying and prioritising key areas of relevance for the forward program with PAG members.
Three Waters Reform	Mike Mendonca - WCC	<ul style="list-style-type: none"> High level presentation of the key issues and work being undertaken by WCC.
WCC Inclusion Strategy	Liam Hodgetts - WCC	<ul style="list-style-type: none"> Presentation and discussion. Feedback from PAG members. PAG support
Tūpiki Ora: 10-year Māori Strategy	Johnnie Freeland - WCC	<ul style="list-style-type: none"> Presentation and discussion. Feedback and suggestions made by PAG to help the strategy succeed.
Human Rights Commission (HRC) – National Inquiry Pacific Pay Gap Inquiry	Robyn Paiti - HRC	<ul style="list-style-type: none"> Presentation and PAG discussion and feedback provided to HRC. Information on the enquiry to be shared with

		communities to encourage participation in the engagements.
Economic Wellbeing Strategy	Kerryn Merriman - WCC	<ul style="list-style-type: none"> Feedback on the strategy, suggestions on ways to help rebuild Wellington's economic impetus post-Covid 19.
Open Space and Recreation Review	Shona McCahon – WCC	<ul style="list-style-type: none"> PAG discussion and feedback.
Accessibility Action Plan	Melissa Wells - WCC	<ul style="list-style-type: none"> PAG brought in early to this process while it was still in the very early stages of development – which was much appreciated.
Local Elections 2022	Sean Johnson and Jennifer Parker - WCC	<ul style="list-style-type: none"> Presentation and discussion, including new Wards ad marketing campaign. Encouraging communities to enrol, and to vote.
City Housing proposal – Annual Plan Consultation	Angelique Jackson - WCC	<ul style="list-style-type: none"> Presentation, discussion and feedback, especially around density, rents, and locations.
Southern Landfill – Annual Plan Consultation	Abi Kibble - WCC	<ul style="list-style-type: none"> Presentation and discussion.
District Plan Consultation	Anna Stevens - WCC	<ul style="list-style-type: none"> Presentation and initial discussions and feedback.
WCC Comms and Engagement	Georgina Lamb and Lexy Seedhouse - WCC	<ul style="list-style-type: none"> Early insights, to be discussed in more detail.
Community Facilities Review	Kristine Ford – WCC	<ul style="list-style-type: none"> Presentation and discussion, initial feedback provided. Invitation to Kristine to come back to PAG following her survey results analysis.

RECRUITMENT OF PAG MEMBERS

Following the appointment process for new members in the second half of 2021, we were very pleased to welcome six new PAG members:

- Gerron Ale – Tokelau
- Jope Berwick – Fiji
- Maikali Kilione – Fiji
- Sandra Tisam – Cook Islands
- Tino Vaireka – Cook Islands
- Maria Clark – Niue

We also welcomed back the remaining members as returning representatives. Anthony Carter and Natalia Fareti were voted in as the new Co-Chairs in August 2021.

In May/June 2022, we sought applications to fill existing vacancies on PAG (two for Tuvalu, and one for Micronesia). We were excited to welcome our newest member of PAG:

- Senia (Nia) Bartley - Tuvalu

Being representatives for our respective communities has been and is, an honour for all of our PAG members, and we all stand committed to bringing our communities' voices to the Council table.

A long-standing area that PAG would like to have reconsidered in the Terms of Reference in future, is around appointing community representatives for those nations that have historically been difficult to fill on PAG, i.e. the second Tuvaluan position, along with the Micronesian position. These roles have often been challenging to fill, firstly due to lower populations of those communities, and secondly due to members of those communities tending to live outside of the Wellington City Council boundaries (e.g. in Porirua or the Hutt Valley). A consistent absence/vacancies of those positions over the last several years means that those communities' perspectives will not have been present. This is something PAG will be discussing and reviewing during this next year.

SUMMARY

The Pacific Advisory Group has continued to act as a conduit for their respective cultural community groups, bringing and reflecting their views, and also our own lived experiences and insights, to Council. Similarly, our members have shared what we have learned from Council through the different presentations, consultations open, and knowledge mutually shared, back to our communities.

PAG looks forward to further contributing to and sharing in the Council's work, and to ensure that our Pacific communities' needs and aspirations are not just relayed, but also incorporated into that work. While we reflect our communities' experiences and views to Council, we in turn are asked by our respective communities how PAG's feedback, recommendations, and submissions are taken into account. We want to ensure that we are

doing our best by them and know that their, and our, voices and experiences are being taken on board. We encourage Council to bring PAG, and other advisory groups, into the co-design process of strategies and plans as early as possible and thank those Council staff who have done so.

PAG members both past and present have all served with great passion and commitment. Their passion and commitment is fuelled by the expectation and accountability of the Pacific communities we serve.

As we continue to adapt around the impacts of Covid-19, we acknowledge the various challenges that our communities in particular have faced. Our PAG members have been busier than ever helping on the ground, providing support services in multiple ways as our communities try to recover from the impacts of Covid-19 and lockdowns over the past two years. However, we remain committed to helping them recover, rebuild and improve wellbeing.

Finally, we would like to thank those Council staff who have been ever supportive and helped with the efficient running of our PAG meetings and engaging with alofa and a deep sense of purpose: Councillor Teri O’Neill, our Executive Leadership Team representative; Liam Hodgetts – Chief Planning Officer, our amazing Council Liaison Officers; Sean Johnson and Clare Lundon (who both moved on to other roles within Council – we were sad to see them go but thank them for their mahi, support and welcoming smiles at every PAG meeting!), and especially to our new Council Democracy Advisor Alisi Puloka, who has been a wonderful support to PAG and especially to us as Co-Chairs (mālō ‘aupito Alisi!).

Ngā mihi nui to all our Council and PAG aiga!

Anthony Carter and Natalia Fareti
Co-Chairs of the Pacific Advisory Group

Pacific Advisory Group Work Programme – 2022-23

Introduction

The Pacific Advisory Group terms of reference requires an annual work programme to be developed and presented to the relevant Council committee once a year. The work programme will be determined jointly between the Pacific Advisory Group, Council officers, chair of the appropriate Council committee, and the Councillor liaisons.

The work programme is set out below and highlights key areas of work that the Pacific Advisory Group will contribute to over the 2022-23 fiscal year.

Purpose

As per the advisory group terms of reference, the purpose of the Pacific Advisory Group is to:

- Advise Council on how to help grow a great City, where Pasifika peoples thrive and contribute to Council's priorities.
- Bring knowledge and extra insight into Council about how the different needs of Wellington's Pasifika communities can be addressed in the context of Council's roles and priorities.
- It is recognised that members come from and remain connected to their communities, it is from this foundation members share their expertise and lived experience in this advisory role, and engage with their communities and others as part of the wider council consultation processes. The expectations around this connection are set out in the *Communication* and *Involvement of communities* points [in the terms of reference].

Draft work programme:

In the 2021-22 year, the Pacific Advisory Group will contribute to Council projects and priorities in the following areas:

- Community (including the Fale Malae)
- Economic Development
- Transport (including LGWM)
- Housing
- Environment
- Internal WCC change

This work programme is not prescriptive and the group may work on projects outside of these priorities.

Takatāpui and Rainbow Advisory Council (TRAC) Annual Report

Purpose

Created in 2021, the Rainbow and Takātapui Communities Advisory Council is a new advisory group of the Wellington City Council with the purpose to:

- Assist and advise the City Council on how to grow a great City where diverse rainbow people and communities thrive and contribute to the city's priorities.
- Bring knowledge and insight to Council to ensure rainbow inclusion in our city.

It is recognised that members come from and remain connected to their communities and share their expertise and individual lived experience in this advisory role. The Rainbow and Takātapui Communities Advisory Council are not seen as representing all rainbow people in the city.

Guiding whakataukī

The group selected the below whakataukī to guide internal and external operations. The whakataukī acknowledges the many voices of the universe, of which none are greater than the other, all are equally important and worthy of recognition. It is through the process of recognising and listening to all communities of Wellington City, that a vibrant and thriving city can be achieved.

E koekoe te tūi, e ketekete te kākā, e kūkū te kererū.

The tūi squawks, the kākā chatters, the kererū coos - it takes all kinds of people.

Commitment to Takatāpui

At its inception, the group was named Rainbow Communities Advisory Group (RCAG). Early discussions highlighted the need to explicitly recognise takatāpui communities (a term that is used today to refer to people of minority sexualities, genders, and diverse sex characteristics who are also Māori)

This is in recognition of Te Tiriti o Waitangi (The Treaty of Waitangi). Signed in 1840, we understand Te Tiriti as a legal agreement outlining a relationship between tangata whenua, the people of the land, and tangata tiriti, the people of the Treaty. As such, Māori as the indigenous people of Aotearoa, comprising nations of hapū and iwi, have special status and special rights under Te Tiriti o Waitangi.

TRAC recognises the need for equal representation and meaningful participation of takatāpui communities to fully realise this agreement. TRAC also comprises two takatāpui seats, of which takatāpui members can voluntarily sit.

Monthly processes

TRAC meets for two hours each month. Meetings are conducted online, in Council chambers or a hybrid of these. The agenda typically allows Council representatives to provide an update of Council activities, a guest speaker including open discussion/feedback and the progression of TRAC initiatives.

In preparation for this meeting, co-chairs meet with council staff in advance to reach an agreement on upcoming consultations, and additional reading materials and to discuss the strategic direction of the group.

Group composition

TRAC members have been selected to provide a range and depth of experience concerning the diverse rainbow communities of Wellington City. We do not purport to represent all rainbow and takatāpui people in the city. However, the selection of members has considered the diversity amongst people of minority sexualities, genders, and diverse sex characteristics. This selection also considers the intersectional experiences of members.

Council Officers

Democracy Advisor: Leteicha Lowry

Executive Leadership Team (ELT) member: Karepa Wall

Council Liaison Officer: Vondy Thornton and Stanley Thomas

Councillors

Teri O'Neill Fleur Fitzsimons (alternate)

Membership in 2021/2022

Natalie Piesse (Co-chair) Tyler Dunkel (Co-chair)

Ashley Edge Sam Low

Brodie Fraser Connor McLeod

Maggie Shippam Mani Mitchell

Rākau Buchannan Vinod Bal (appointed July 2022)

Tatyana King-Finau (appointed July 2022) Carew Paki (appointed July 2022)

Brodie Packer (resigned) Yobanny Laurean (resigned)

Stanley Thomas (resigned, employed by Council)

Annual Work Programme: 2021-2022

In the 2021-22 years, TRAC's work programme committed to contributing to Council projects and priorities in the below areas.

Infrastructure, Education and Development

Vision: WCC's strategic direction, organisational and governing structure is inclusive of rainbow and takatāpui communities.

Health, Safety, Wellbeing and Accessibility

Vision: The specific health, safety, wellbeing, and accessibility needs of people of minority sexualities, genders, and diverse sex characteristics are widely understood and addressed. Rainbow & takatāpui communities can interact with WCC to the same level as other residents.

Community, Culture and Visibility

Vision: Rainbow & takatāpui communities experience a sense of social belonging to one another and the wider Wellington community and are widely represented and visible across Wellington City.

Realising the work programme

To realise the work programme, we requested consultation on strategies and initiatives concerning our priority areas. We also submitted several submissions, formed strategic partnerships, sought additional training and provided guidance and resourcing to staff. This work is outlined below.

Oral Feedback to Officers; Policies, Strategies and Presentations

DATE	Meeting Topics
21 July 2021	Rainbow Mental Health Project
18 August 2021	Digital Innovation Presentation
15 September 2021	Youth Hub
04 November 2021	Economic Wellbeing Strategy
	Let's Get Wellington Moving
	Draft District Plan
	Cycleways Master Plan & Framework
17 November 2021	Inclusion Strategy
15 December 2021	Economic Wellbeing Strategy

16 February 2022	Wellington Zoo: Rainbow Journey as a CCO
	Draft 10-Year Māori Strategy 2021-2031
16 March 2022	Economic Wellbeing Strategy Update
20 April 2022	Wellington City Council Annual Plan
18 May 2022	Pōneke Promise
15 June 2022	Te Matapihi Central Library Project
	Upcoming Local Body elections
17 August 2022	Community Facilities Review

Submissions

- Annual plan (housing needs of the rainbow community)
- Let's Get Wellington Moving
- Draft District Plan
- A proposed FTE Rainbow Representative Role for Wellington City Council

Partnerships

- Attendance of TRAC at Rainbow Communities Advisory Panel meetings (Advising Auckland Council)
- Attendance of Queer @ Council (Internal Council Rainbow Community) at TRAC meeting
- Attendance at Wellington City Council joint advisory group event

Additional training

- Training on recognising and responding to requests under the Local Government Official Information and Meetings Act (LGOIMA)

Additional work and commitments

- Presentation of rainbow guidelines to Council Controlled Organisations
- Annual joint advisory groups induction evening
- Development of templates, clarity of roles and processes as a new group

Challenges

Limited time per month to progress work programme and build a culture

Two-hour monthly meetings are a limited timeframe to realise our annual work programme. In addition, opportunities for whakawhanaungatanga (the process of establishing relationships) within this timeframe are limited.

Investment of time and skill required outside monthly meetings

To realise the work programme by progressing submissions or TRAC-led initiatives, time is occasionally required of members outside of the monthly meetings. This commitment can be difficult as members are often working or studying full-time.

Investment of time and skill to develop TRAC from inception

The time required to establish group processes, clarify roles and familiarise ourselves with the Wellington City Council structure has been larger than anticipated. This is due to the immense work required to develop an advisory group from inception. However, we expect this to reduce in the following 12 months.

Reflections

Opportunities to collaborate across advisory groups

In the future, we hope to collaborate more across advisory groups (Youth Council, Pacific Advisory Group, Accessibility Advisory Group and Environmental Reference Group) in recognition of the intersectional experiences of members and shared goals and aspirations.¹

Lack of financial recognition for the above commitments

Members are paid \$110.00 per meeting for up to 12 meetings per year they attend. Co-chairs are each paid an additional \$20.00 in recognition of the additional responsibilities during and between meetings.

Beyond meeting commitments, members are not financially compensated for time required to realise the work programme. This includes time required of members to write and present submissions, the annual report and work programme, present at external meetings, attendance of induction and some joint-advisory group events and any beneficial relationship building.

Additionally, the sharp increase in inflation and cost of living in Wellington City is not reflected in the above rates.

¹ The concept of intersectionality describes how systems of inequality based on gender, race, ethnicity, sexual orientation, gender identity, disability, class and other forms of discrimination “intersect” to create unique dynamics and effects.

Successes

Rainbow guidelines to Council Controlled Organisations

In March 2022, TRAC presented to Council Controlled Organisations (CCOs) a set of Rainbow guidelines. The guidelines are structured around TRAC's priority areas and are intended to support CCOs to align themselves more closely with the rainbow community of Wellington. The guidelines are designed as a 'starting point' with the offer of further support when they are ready to progress further. These guidelines are attached in **Appendix 1**.

Submission of a proposed FTE Rainbow Representative Role for Wellington City Council

In May 2022, TRAC submitted a proposal to Wellington City Council to develop a 1.0 FTE Senior Advisor, Rainbow & Takatāpui Inclusion. This is in recognition that groups such as TRAC and Queer at Council can provide expert advice but do not have the scope to operationalise rainbow and takatāpui initiatives nor lead a strategic approach to rainbow and takatāpui inclusion. The proposal calls for further investment in thought-leadership, management, and oversight in the area of rainbow and takatāpui inclusion within Wellington City Council and is attached in **Appendix 2**.

The proposal is currently in consideration with Human Resources and we ask that the Council support the Executive in the development of this role.

The mobilisation of a diverse, skilful and passionate group of people, motivated to support the Wellington City Council to best provide for the rainbow communities of Wellington

It is no easy feat to develop an advisory group from inception and has only been possible by the unwavering dedication of Wellington City Council Councillors, the Council Executive staff, TRAC Co-chairs and members. Because of their commitments, we have had a fantastic year realising our work programme, advising on multiple strategies and initiatives, forming relationships and advocating for the rainbow communities across multiple platforms.

Acknowledgements

TRAC would like to thank the council officers who have taken their time to engage with TRAC or consult on work programmes. We look forward to the process of re-engaging to see how our advice has supported your work.

In particular, TRAC would like to thank Council Officer Vondy Thornton for their commitment to supporting TRAC, particularly at inception, their availability to Co-chairs, attending meetings and for championing rainbow voices in the Executive.

We have received ample support from within the Executive including secretariat support from Claire Barlow and Alisi Puloka and democratic support from Damian Storey and Sean Johnson.

We would also like to thank Karepa Wall for his considered guidance at a leadership level and support in advocating for TRAC proposals and initiatives.

We look forward to another successful year working together to support Wellington Rainbow Communities.

Annual Work Programme: 2022-2023

In the 2022-23 year, TRAC intends to continue its strategic direction by contributing to Council projects and strategies in the following areas. While there has been some consultation in the past year on the below, further consultation is required to fully realise the work programme.

Infrastructure, Education and Development

Strategic direction: WCC's strategic direction, organisational and governing structure is inclusive of rainbow and takatāpui communities.

Specific plans and strategies include:

- WCC's Inclusion Strategy
- WCC's Talent & Acquisition Strategy
- Project OtO (Councils staff onboarding and offboarding processes)
- Any forthcoming diversity and inclusion implementation plans.

Health, Safety, Wellbeing and Accessibility

Strategic direction: The specific health, safety, wellbeing, and accessibility needs of people of minority sexualities, genders, and diverse sex characteristics are widely understood and addressed. Rainbow & takatāpui communities can interact with WCC to the same level as other residents.

Specific plans and strategies include:

- Urban Design & City Safety – the Pōneke Promise
- Te Mahana and the Housing Strategy
- Frank Kitts Park Redevelopment
- Our Capital Spaces Plan
- Any other initiatives or Strategic Projects affecting city safety/vulnerable communities.

Community, Culture and Visibility

Strategic direction: Rainbow & takatāpui communities experience a sense of social belonging to one another and the wider Wellington community and are widely represented and visible across Wellington City.

Specific plans and strategies include:

- Te Matapihi Project, the Youth Hub
- Community Facilities Review
- Any forthcoming facility plans/reviews
- Engagement with Queer at Council and other WCC Employee-Led Networks
- Further alignment of WCC Funding, Arts & Events with the Social Wellbeing Framework.

This work plan is not prescriptive, and the group may work on projects outside of these priorities.

Appendix 1: Rainbow Guidelines for Wellington City Council-controlled Organisations (CCOs)

Developed by the Wellington City Council Takatāpui and Rainbow Advisory Council (TRAC)

Established in 2021 and comprising 12 members, the purpose of TRAC is to assist and advise the City Council on how to grow a great City where diverse rainbow and takatāpui people and communities thrive. The below guidelines were developed to reflect TRAC's annual work plan priority areas. Specific initiatives to support the priority areas are included in below.

1. Infrastructure, Education and Development

CCOs strategic direction, organisational and governing structure is inclusive of rainbow and takatāpui communities.

2. Health, Safety, Wellbeing and Accessibility

The specific health, safety, wellbeing, and accessibility needs of people of minority sexualities, genders, and diverse sex characteristics are widely understood and addressed in CCOs. Rainbow & takatāpui communities can interact with CCOs to the same level as other residents.

3. Community, Culture and Visibility

Rainbow & takatāpui communities experience a sense of social belonging to one another and the wider Wellington community and are widely represented and visible across Wellington City.

Initiatives to support priority areas

1. Infrastructure, Education and Development

- Recruitment processes are safe and inclusive for rainbow and takatāpui applicants
- Rainbow and takatāpui populations are explicitly targeted in policy, such as staff conduct policy, or leave schemes
- Senior leadership are inclusive and diverse and there are clear pathways for queer people to advance to leadership positions
- Senior leadership regularly consider the development of rainbow and takatāpui inclusion, and are consulting with their organisation's rainbow and takatāpui community
- Regular reporting of steps organisations have made towards rainbow and takatāpui inclusion is conducted

- Any initiatives targeting rainbow and takatāpui communities are delivered by capable staff whose time and effort is compensated by the organisation- when appropriate, this effort is reflected contractually
- Roles with support elements are given additional development to best aid rainbow and takatāpui communities
- Funding is made available for initiatives under each priority area
- Gender, Sex, and Sexuality workshops/modules for staff are developed/made available, attended, and promoted at every tier level
- Informational resources are available to all staff
- Indigenous perspectives on sexuality, sex, and gender identity are addressed and well-understood.

2. Health, Safety, Wellbeing and Accessibility

- Digital and physical infrastructure and facilities (such as forms, bathrooms, and communications) are inclusive
- The specific health needs of gender minorities and transgender staff are both well-understood and supported by the organisation
- It is a safe, simple, and supportive process to transition as a transgender employee within an organisation
- Rainbow and takatāpui inclusion is demonstrably prioritised in health, safety, and wellbeing planning
- Surveying and monitoring to understand rainbow & takatāpui belonging at the organisation is undertaken regularly.

3. Community, Culture and Visibility

- Regular communications about rainbow and takatāpui inclusion are delivered
- Social and networking opportunities for rainbow & takatāpui communities are developed and implemented
- Rainbow and takatāpui community networks are well-supported and resourced
- Wider community relationships are established and strengthened
- The organisation regularly promotes, supports, or develops events for rainbow and takatāpui communities
- A diverse range of rainbow & takatāpui staff and clients are present and visible throughout the organisation.

Appendix 2: Senior Advisor, Rainbow & Takatāpui Inclusion Proposal

18 May 2022

Tēnā koutou,

Rainbow and takatāpui people are overrepresented in Wellington, accounting for 11% of the total population, and 16% of Aotearoa's LGBT+ population². The LGBT+ population faces disproportionate levels of mental distress and housing insecurity. This has prompted a range of equity and inclusion initiatives across Aotearoa in schools, universities, district health boards, private organisations, and several government agencies such as the Ministry of Health, Ministry of Youth Development and Ministry of Education.

This document highlights the current landscape for rainbow and takatāpui inclusion at Wellington City Council. It presents areas for development and proposes the establishment of an advisory role to lead rainbow and takatāpui inclusion. Ultimately, with the goal to support safe and inclusive communities in Wellington for all its residents and visitors.

TRAC hopes that this proposal will be carefully considered by WCC and welcomes further discussion at our monthly meetings.

Ngā mihi nui,

Members of the Takatāpui & Rainbow Advisory Council

Rainbow & Takatāpui Inclusion at WCC

TRAC (formerly Rainbow Communities Advisory Group) was formed in 2021. Its purpose is to:

- Assist and advise the City Council on how to help grow a great city where diverse rainbow people thrive and contribute to the City's priorities.
- Bring knowledge and insight to Council to ensure rainbow inclusion in our City.
- It is recognised that members come from and remain connected to their communities and share their expertise and individual lived experience in this advisory role.

Members of TRAC have developed a 2021-2022 work plan, which broadly advises on the development of the following areas for rainbow and takatāpui communities:

1. **Infrastructure, Education, and Development** - WCC's strategic direction, organisational, and governing structure is inclusive of rainbow and takatāpui communities.

² [Statistics New Zealand, The LGBT+ Population of Aotearoa \(2020\)](#)

2. **Health, Safety, Wellbeing, and Accessibility** - the specific health, safety, wellbeing, and accessibility needs of people of minority sexualities, genders, and diverse sex characteristics are widely understood and addressed. Rainbow & takatāpui communities can interact with WCC to the same level as other residents.
3. **Community, Culture, and Visibility** - rainbow and takatāpui communities experience a sense of social belonging to one another and the wider Wellington community and are widely represented and visible across Wellington City.

WCC has undertaken a small range of initiatives within each of these areas of development. For example:

- The establishment of TRAC for WCC (1)
- The establishment of Queer at Council for WCC rainbow and takatāpui staff (1;3)
- Some changes made to systems and processes that record gender (2)
- Some funding provided to rainbow community organisations such as InsideOUT Kōaro (1;2;3)
- Funding and support provided for the purpose of pride-related events.

Gaps and current limitations (areas for development)

While some work has been achieved, rainbow and takatāpui inclusion at WCC requires further targeted direction, support, and resourcing. While TRAC and Queer at Council can provide advice, suggestions, and general feedback, neither group has the capacity nor structural support to implement a range of necessary initiatives for the benefit of WCC. While a number of gaps and areas for development have been presented to TRAC, Queer at Council, and WCC (see below), it is our understanding that there is currently limited scope within these groups to manage and resource initiatives.

Examples of proposed initiatives include:

- A stock-take of all current work/engagement with rainbow and takatāpui inclusion undertaken by WCC
- A literature scan of City Council approaches to rainbow and takatāpui inclusion
- An exploration of rainbow accreditation for WCC e.g., Rainbow Tick, Pride Pledge
- The provision of rainbow & takatāpui development workshops for WCC staff
- A project to improve rainbow and takatāpui housing statistics in Wellington
- A review and improvements plan for inclusive and accessible facilities for gender minorities
- A review and improvements plan for inclusive and accessible WCC systems for rainbow and takatāpui communities (e.g., forms, recruitment)
- Stronger engagement in and support for rainbow and takatāpui community events
- Support and advice to Council Controlled Organisations (CCO's) on rainbow and takatāpui inclusion
- The development of a strategy and/or framework for rainbow and takatāpui inclusion.

Proposal

While groups such as TRAC and Queer at Council provide expert advice, they do not have the scope to operationalise rainbow and takatāpui initiatives nor lead a strategic approach to rainbow and takatāpui inclusion.

This proposal calls for further investment in thought-leadership, management, and oversight in rainbow and takatāpui inclusion within WCC.

Senior Advisor, Rainbow & Takatāpui Inclusion

Proposed description

TRAC recommends the development of a Senior Advisor, Rainbow & Takatāpui Inclusion role. It is recommended that this role maintains a leadership function to develop and implement a series of projects for rainbow and takatāpui community inclusion. We recommend the Advisor be available to provide culturally and professionally sound support and guidance to WCC staff and CCO's where appropriate. Further, the Advisor may collaborate with the members of TRAC and Queer at Council, and work to strengthen their voices within the Council. We recommend the Advisory role extends beyond operationalising initiatives, providing a strategic approach to Te Tiriti and rainbow inclusion commitments as daily practice across WCC.

Proposed strategic commitments

The Advisory role as outlined below has broad implications for WCC. For example, we have identified that this proposed position aligns with the following strategic objectives and is intended to support future strategy design and delivery.

Tūpiki Ora: Māori Strategy (2022)

A commitment to Te Tiriti o Waitangi expects a commitment to all Māori. This includes takatāpui who are, irrevocably, part of the whānau. Recognising that mana ōrite, and equity is a principle of this strategy, the Strategy has already moved to include takatāpui voices and perspectives within its short-term and high-level actions (see the whānau toiora).

Children and Young People Strategy (2021)

Alongside the above, a commitment to our rangatahi means committing to all young people - including those rainbows and takatāpui. This strategy works to build relationships with diverse groups of young people (6.1), and to creatively establish new and diverse partnerships.

Positive Aging Policy (2012)

This document works to recognise and value our city's diversity, and to promote and support the diversity of, and contributions made, by older people (see principles, outcomes).

Proposed objectives

- Lead the delivery of infrastructure, education, development, and accessibility initiatives.
 - Review and provide input into Council decision making at a strategic and tactical level
 - Lead rainbow and takatāpui community consultation for the Council.
 - Provide thought-leadership to members of the Council via education and development opportunities.
 - Collaborate with other areas of the Council and stakeholders to identify, evaluate, and address key

systems, services, processes, and facilities inaccessible to rainbow and takatāpui communities.

- Manage and support the delivery of inclusive health, safety, wellbeing, community, culture, and visibility initiatives.
 - In collaboration with Council staff, work to ensure that engaging with WCC is a positive experience for rainbow and takatāpui communities.
 - Support staff to ensure that rainbow and takatāpui-oriented initiatives are culturally competent, intersectionally designed, accessible, and Tiriti-led.
 - Provide guidance on the positive representation and visibility of rainbow and takatāpui communities throughout WCC.
 - Review the delivery of communications and events targeted at rainbow and takatāpui communities from the Council.
- Advise and promote, on an ongoing basis, understandings of rainbow and takatāpui inclusion.
 - Advise on Council policy, practices, guidelines, and service delivery.
 - Provide WCC members with up-to-date information and advice on working with rainbow and takatāpui communities.
 - Promote a Tiriti-led rainbow and takatāpui programme of work with measurable benefits.
 - Advocate for rainbow and takatāpui inclusion across the Council.

Proposed outcomes

- Initiatives are delivered by Council that enhance rainbow and takatāpui inclusion.
- Rainbow and takatāpui inclusion are built into WCC culture, systems, and practices.
- Rainbow and takatāpui communities are supported, represented, and feel a sense of belonging to the wider city.
- WCC members are given the advice and support required to work with and understand rainbow and takatāpui inclusion within the organisation.

ACTIONS TRACKING

Kōrero taunaki

Summary of considerations

Purpose

1. This report provides an update on the past actions agreed by the Pūroro Rangaranga | Social, Cultural and Economic Committee at its previous meetings.

Strategic alignment with community wellbeing outcomes and priority areas

Aligns with the following strategies and priority areas:

- Sustainable, natural eco city
 - People friendly, compact, safe and accessible capital city
 - Innovative, inclusive and creative city
 - Dynamic and sustainable economy
- Strategic alignment with priority objective areas from Long-term Plan 2021–2031**
- Functioning, resilient and reliable three waters infrastructure
 - Affordable, resilient and safe place to live
 - Safe, resilient and reliable core transport infrastructure network
 - Fit-for-purpose community, creative and cultural spaces
 - Accelerating zero-carbon and waste-free transition
 - Strong partnerships with mana whenua

Relevant Previous decisions

Not applicable.

Financial considerations

- Nil Budgetary provision in Annual Plan / Long-term Plan Unbudgeted \$X

Risk

- Low Medium High Extreme

Author	Alisi Puloka, Democracy Advisor
Authoriser	Kym Fell, Chief Customer and Community Officer

Taunakitanga

Officers' Recommendations

Officers recommend the following motion

That the Pūroro Rangaranga | Social, Cultural and Economic Committee:

1. Receive the information.

Whakarāpopoto

Executive Summary

2. This report lists the dates of previous committee meetings and the items discussed at those meetings.
3. Each clause within the resolution has been considered separately and the following statuses have been assigned:
 - In progress: Resolutions with this status are currently being implemented.
 - Complete: Clauses which have been completed, either by officers subsequent to the meeting, or by the meeting itself (i.e., by receiving or noting information).
4. All actions will be included in the subsequent monthly updates but completed actions will only appear once.

Takenga mai

Background

5. At the 13 May 2021 Council meeting, the recommendations of the Wellington City Council Governance Review (the Review Report) were endorsed and agreed to be implemented.
6. The purpose of this report is to ensure that all resolutions are being actioned over time. It does not take the place of performance monitoring or full updates. The committee could resolve to receive a full update report on an item if it wishes.

Kōrerorero

Discussion

7. From the Social Cultural Economic Committee meeting of 4 August 2022, 78 actions were resolved, out of which 37 have been completed.
8. Of the 111 actions carried forward from the last report:
 - 88 are complete.
 - 23 are still in progress.
9. Further detail is provided in Attachment One.

Attachments

Attachment 1. [Actions Tracking](#)  

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Meeting Date	ID	Title	Clause number	Clause	Status	Comment
Wednesday, 2 June 2021	185	2.5 Affordable Housing Supply and Development	4	Agree that officers will report back to Pūroro Āmua Planning and Environment Committee in October 2021 with further advice on: a. An updated position on the Housing Acceleration Fund b. Progress on discussions with HUD and KO on how we can deliver more affordable housing supply at scale and pace.	Completed	Update on government funding applications were provided at the PEC update in June. Officers will continue to identify funding and partnership opportunities with HUD and KO and report to PEC when these arise.
Wednesday, 2 June 2021	186	2.5 Affordable Housing Supply and Development	9	Agree that Build Wellington will progress with further assessment and feasibility on the potential for development, under a joint venture approach, of the five sites identified for divestment under the Strategic Housing Investment Plan (SHIP) that have capacity for redevelopment	Completed	Any future development of City Housing sites will be considered following establishment of the CHP.
Wednesday, 2 June 2021	187	2.5 Affordable Housing Supply and Development	10	Agree, that subject to agreement of recommendation 9, officers engage early with Ngāti Toa Rangatira and Taranaki Whānui ki Te Upoko o te Ika on opportunities to undertake a joint venture approach to redevelopment	Completed	Officers are regularly engaging with mana whenua on joint venture and other opportunities. Project-specific updates will be provided separately.
Tuesday, 22 June 2021	188	2.2 Cemeteries Management Plan	6	Note that options for non-perpetual plots will be reported back to Council for approval within the next three years.	In progress	The management plan was approved in 2020 and is being implemented. The question about non-perpetual rights is still pending investigation.
Thursday, 2 September 2021	189	3.1 Pōneke Promise safety initiatives	5	Agree that Council officers approach DCM, Take Ten, the Ministry of Social Development, the Ministry of Housing and Urban Development, Kainga Ora, Capital and Coast District Health Board and the tertiary institutions and students' associations in Wellington with a view to them becoming partners. Note that this is not an exhaustive list. It is anticipated that other appropriate organisations may wish to become partners over time, the Council will encourage this.	In progress	These actions are estimated to be completed by December.
Wednesday, 2 June 2021	190	3.1 Pōneke Promise safety initiatives	6	Note that for public sector agencies, the provision of agreed actions, services, resourcing and/or funding should form part of the relevant MOU.	In progress	Estimated to be completed by December.
Thursday, 7 October 2021	191	2.1 Reserves Act 1977: Stormwater Attenuation Easement - 33 Ladbrooke Drive, Newlands (Waihinahina park - In Memory of Dennis Duggan)	2	Agree to grant an easement in perpetuity over land at Waihinahina Park - in Memory of Dennis Duggan, being part of Lot 2 DP 303502 (ROT 14039), pursuant to s48 of the Reserves Act 1977.	In progress	Currently waiting for detailed designs from applicant.
Thursday, 7 October 2021	192	2.2 City Housing sustainability: CHP design options	2	Note, following direction by Pūroro Rangaranga in June, officers are pursuing two parallel tracks to resolve City Housing's financial sustainability challenges, including: a. direct discussions with the Crown seeking opportunities to partner in new social housing supply and Crown financial support for City Housing (particularly access to the Income Related Rent Subsidy (IRRS)) to resolve City Housing's financial sustainability challenges b. beginning design work to establish a new Community Housing Provider (CHP) c. Note the community requests for the Income Related Rent Subsidy (IRRS) for Wellington City Council tenants and agree to make further representations to Government to share these views.	In progress	Next report back is September 2022 seeking Committee decisions on CHP Trust Deed provisions.
Thursday, 7 October 2021	193	2.2 City Housing sustainability: CHP design options	5	Note that following this meeting, officers are actively working with the Ministry of Housing and Urban Development (HUD) and Kainga Ora to consider ways in which the Crown and Council may work together to resolve City Housing's financial situation (Crown Support Option)	Completed	Government provided financial support through Budget 2022. Officers will continue conversations with the government for longer-term support.

Thursday, 7 October 2021 194	2.2 City Housing sustainability: CHP design options	6	Note that there is currently no certainty about if or when a decision on the Crown Support Option would be made by the government	Completed	The Crown provided support through Budget 2022.
Thursday, 7 October 2021 195	2.2 City Housing sustainability: CHP design options	7	Note that, given the limited time between now and 2022/23, the two workstreams (discussions with the Crown and CHP design) need to continue to progress in parallel	Completed	The Crown has provided financial support in Budget 2022 to enable the CHP to be established. These two workstreams are now a single workstream to establish the CHP.
Thursday, 7 October 2021 196	2.2 City Housing sustainability: CHP design options	8a	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Tenant wellbeing: Improve the rental affordability and social outcomes for existing and future social housing tenants	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 197	2.2 City Housing sustainability: CHP design options	8b	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Financial sustainability: Return the social housing service and portfolio to a stable, long-term financial footing, while minimising any adverse impact on the Council's financial position and/or borrowing capacity	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 198	2.2 City Housing sustainability: CHP design options	8c	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Increase supply: Increase the supply of social housing in the Wellington region	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 199	2.2 City Housing sustainability: CHP design options	8d	8. Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Housing upgrades: Meet the Council's commitment under the Deed of Grant to deliver the second half of the upgrade programme and meet its \$180m share of the cost	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 200	2.2 City Housing sustainability: CHP design options	8e	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Partnerships: Create opportunities for community partnership in the delivery of social housing and other services and housing development	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 201	2.2 City Housing sustainability: CHP design options	8f	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Feasibility: Ensure the solution is feasible to deliver and implement in the short-term	Completed	Council has determined to progress with a CHP.
Thursday, 7 October 2021 202	2.2 City Housing sustainability: CHP design options	8g	Agree that the following prioritised objectives will guide analysis of options, including determination of a preferred option, across the two parallel workstreams: Flexibility: For CHP options only, provide Council with flexibility to adjust the design of the CHP in the future, subject to the CHP's performance, or to take advantage of future opportunities	Completed	Council has determined to progress with a CHP.

Thursday, 7 October 2021 203	2.2 City Housing sustainability: CHP design options	9	<p>Note that, in designing a CHP, the Council needs to make five key decisions:</p> <p>i. What kind of legal entity should the CHP be – this determines its ownership and governance arrangements, and the Council’s role in governance</p> <p>ii. Should the Council transfer housing assets to the CHP – this determines the extent to which the CHP can pursue new supply and redevelopment objectives and the Council’s ownership of the portfolio</p> <p>iii. Aside from housing assets, should the Council provide the CHP with an upfront capital injection – this determines the pace at which it can advance the upgrade work and pursue new supply and redevelopment objectives</p> <p>iv. What services should the CHP provide – this determines whether the CHP only provides tenancy services and manages minor/reactive repairs or whether it also manages major property maintenance and upgrades. A CHP could also offer an expanded range of support services by tendering for government social service contracts</p> <p>v. How will the CHP finance the housing upgrade programme – this determines whether the CHP finances the upgrades directly using its own resources or indirectly through the Council’s balance sheet</p>	In progress	Next report back is September 2022 on CHP Trust Deed issues.
Thursday, 7 October 2021 204	2.2 City Housing sustainability: CHP design options	10	<p>Note that this paper seeks decisions on questions i-iv, and that question v. will be brought back to the Committee for consideration, along with further advice, in May 2022</p>	Completed	Further advice was provided in August 2022.
Thursday, 7 October 2021 205	2.2 City Housing sustainability: CHP design options	11	<p>Note officers have developed three shortlisted CHP options and assessed these against the objectives in Recommendation 8:</p> <p>a. Option 1 (“Maximum” CHP): Independent community-owned trust (or limited partnership or company), with full asset transfer, no additional capital injection, and a full-service offering (not officer preferred)</p> <p>b. Option 2 (“Intermediate” CHP): Independent community-owned trust (or limited partnership or company), with leasehold assets, “medium” capital injection, and a transition to a full-service offering (with Option 2 – independent community-owned trust (Option 2 – ICT) as officer preferred)</p> <p>c. Option 3 (“Minimum” CHP): Independent community-owned trust (or limited partnership or company), with leasehold assets, “low” capital injection, and limited service offering (not officer preferred)</p>	In progress	Next report back is on September 2022 on CHP Trust Deed issues.
Thursday, 7 October 2021 206	2.2 City Housing sustainability: CHP design options	12	<p>Agree that Option 2 – ICT is the Council’s preferred CHP option, on the basis that it best meets the prioritised objectives set out in Recommendation 8</p>	Completed	Council decision to establish a CHP is based on this option.
Thursday, 7 October 2021 207	2.2 City Housing sustainability: CHP design options	13a	<p>Agree to consult through a Special Consultative Procedure (with a consultation document and corresponding LTP amendment) as part of next year’s Annual Plan, on the reasonably practicable options to address City Housing’s financial sustainability, being:</p> <p>a. Three shortlisted CHP options set out in Recommendation 11 above (with Council preference indicated for Option 2 – ICT)</p>	Completed	Consultation process was completed in June 2022.
Thursday, 7 October 2021 208	2.2 City Housing sustainability: CHP design options	13b	<p>Agree to consult through a Special Consultative Procedure (with a consultation document and corresponding LTP amendment) as part of next year’s Annual Plan, on the reasonably practicable options to address City Housing’s financial sustainability, being:</p> <p>b. Fully funding the operating deficit through rates and debt funding the capital programme</p>	Completed	Consultation process was completed in June 2022.

Thursday, 7 October 2021	209	2.2 City Housing sustainability: CHP design options	14	Note the proposals for consultation will note that: a. Feedback is being sought on the public's preferred way forward if the Crown does not provide support or if the Crown Support Option is insufficient to return the portfolio to a financially sustainable footing b. If, following completion of the consultation process, the Crown does provide support, then further consultation may occur, if required, in relation to the Crown Support Option	Completed	Consultation process was completed in June 2022.
Thursday, 7 October 2021	210	2.2 City Housing sustainability: CHP design options	16	Direct officers to report back to the AP/LTP Committee by March 2022 with the following: a. Consultation document, Statement of Proposal (and corresponding LTP amendment) and engagement programme for review, prior to audit of the consultation material	Completed	Consultation process was completed in June 2022.
Thursday, 7 October 2021	211	2.2 City Housing sustainability: CHP design options	17a	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: a. CHP governance arrangements, including partnership opportunities (further detail on question i)	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	212	2.2 City Housing sustainability: CHP design options	17b	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: b. Source, form and timing of CHP capitalisation (further detail on question iii)	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	213	2.2 City Housing sustainability: CHP design options	17c	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: c. Design of a ring-fenced major maintenance fund (further detail on question iv)	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	214	2.2 City Housing sustainability: CHP design options	17d	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: d. Options to finance the upgrade programme (question v)	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	215	2.2 City Housing sustainability: CHP design options	17e	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: e. CHP registration process and requirements	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	216	2.2 City Housing sustainability: CHP design options	17f	Direct officers to report back to Pūroro Rangaranga by May 2022 with further detailed CHP design advice on: f. A CHP transitional support package that will meet the Council's financial commitments under the Deed of Grant and provide early support for the CHP while the IRRS revenue stream increases over time.	Completed	Further advice on these issues was provided to the Committee in August 2022.
Thursday, 7 October 2021	217	2.3 Economic wellbeing strategy - engagement approach	3	Agree to Option 2: Co-creation of draft strategy – the co-creation approach of developing the draft Economic Wellbeing Strategy as outlined in the report.	Completed	A paper seeking approval to consult is scheduled to come to this committee on 3 February 2022.
Thursday, 7 October 2021	218	2.3 Economic wellbeing strategy - engagement approach	4	Note that officers will bring a co-created draft Economic Wellbeing Strategy to the December committee meeting.	Completed	A paper seeking approval to consult is scheduled to come to this committee on 3 February 2022. This has been rescheduled due to the heavy workload of the committee in December.
Tuesday, 2 November 2021	219	2.4 Easement for telecommunication purposes over Council reserve - Carter Park and Centennial Reserve, Maupuia	3	Instruct officers to finalise the terms and conditions of the easement which will be broadly similar to the terms and conditions in the existing easement to Telecom.	Completed	
Tuesday, 2 November 2021	220	3.1 Report of the Kāwai Whakatipu Grants Subcommittee Meeting of 13 October 2021	1	Agree to bring forward \$100,000 of allocated funding for Wellington Tennis Inc from the 2022-23 financial year and allocate from the 2021-22 Sports Partnership Fund budget	Completed	Completed, grant funding paid in 2021-22 financial year.
Tuesday, 2 November 2021	221	2.5 Trails Wellington New Track Proposal for Matairangi/Mount Victoria	2	Agree that Council publicly consult on the proposal to build a new mountain bike track in Matairangi/ Mount Victoria (outlined in Attachment 1).	Completed	
Tuesday, 2 November 2021	222	2.5 Trails Wellington New Track Proposal for Matairangi/Mount Victoria	3	Agree that hearings will be held on the track proposal if this is requested by submitters	Completed	
Tuesday, 2 November 2021	223	2.5 Trails Wellington New Track Proposal for Matairangi/Mount Victoria	4	Agree that officers will return to the committee to report back on submissions and with recommendations on the track proposal.	Completed	

Tuesday, 2 November 2021	224	2.6 Trading and events in public places policy	3	Agree to adopt the new Trading and Events in Public Places Policy 2021 and revoke the Footpath Management Policy (2007) and Trading in Public Places Policy (2006).	Completed	Policy due to take effect July 1 2022 - still working with old policies until then
Tuesday, 2 November 2021	225	2.6 Trading and events in public places policy	4	Agree to authorise public consultation on the revised "pre-approved" trading and event activities for the identified Wellington Town Belt and reserve sites (as set out in Attachment three).	Completed	Consultation docs being prepared - due to consult from Nov 29-Feb 11 2022
Friday, 4 February 2022	226	2.2 City Housing interim tenant support measures	4	Agree that the cost is met by running down City Housing's cash reserves, noting this would be reflected in City Housing's Annual Plan budget through lower revenue for 2022/23 and future years.	Completed	
Friday, 4 February 2022	227	2.2 City Housing interim tenant support measures	5	Agrees to freeze rents for all tenants in 2022 and fund this through the City Housing's cash reserves	Completed	
Friday, 4 February 2022	228	2.2 City Housing interim tenant support measures	8	Recommend to the Pūroro Maherehere Annual Plan / Long-term Plan Committee that the tenants welcome pack is translated into Arabic, Tamil, Farsi, Mandarin/Cantonese, Spanish, Samoan, Russian, Cambodian and Hindi.	Completed	
Friday, 4 February 2022	229	2.2 City Housing interim tenant support measures	9	Agrees that officers will prepare advice for how to end the ring fencing of city housing finances and operations in time for deliberations for the Pūroro Maherehere Annual Plan / Long-term Plan 2022/2023.	Completed	
Friday, 4 February 2022	230	2.2 City Housing interim tenant support measures	10	Request officers to provide advice through the Annual Plan process on remitting rates back to City Housing to assist with long term financial sustainability issues.	Completed	
Friday, 4 February 2022	231	2.2 City Housing interim tenant support measures	11	Restate the long standing position of this Council requesting that Council tenants can access IRRS.	In progress	
Friday, 4 February 2022	232	2.2 City Housing interim tenant support measures	12	Agree to support the Mayor's Taskforce on Social Housing.	Completed	Mayor's taskforce work has now completed.
Friday, 4 February 2022	233	2.2 City Housing interim tenant support measures	13	Agree to Council officers providing support to the mayoral taskforce on housing where consistent with existing agreed work programmes and Council policy.	Completed	Mayor's taskforce has now completed.
Friday, 4 February 2022	234	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	2	Recommend that the Pūroro Maherehere Annual Plan / Long-term Plan Committee agree to a budget of up to \$1.5 million remove, upgrade, or develop the building and grounds of the former NWBC site for community use, dependent on the results of community engagement described at 3 below	Completed	
Friday, 4 February 2022	235	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	3	Agree that Council run an expression of interest process for community groups or related parties, wishing to use or manage the site, including groups who may need assistance from Council.	In progress	EOI Process to commence in late 2022 following community led engagement process initiated by Newtown Community and aimed at understanding community aspirations for site.
Friday, 4 February 2022	236	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	4	Agree that officers report to the Pūroro Maherehere Annual Plan / Long-term Plan Committee about the outcome of this process.	In progress	
Friday, 4 February 2022	237	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	5	Agree that Council officers will not limit the discussions with relevant community groups to a formal lease or new building arrangement.	In progress	
Friday, 4 February 2022	238	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	6	Request officers to maintain the building and grounds to a reasonable standard including security, while the community tender and design process is progressing.	Completed	
Friday, 4 February 2022	239	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	7	Request officers to engage with Kainga Ora as part of the consultation process regarding potential partnership or mutually beneficial opportunities for extended community use.	Completed	Kainga Ora not interested in formal partnership due to small size of adjacent property, however opportunities for tenants to use site to be considered through Community Engagement/EOI Process.
Friday, 4 February 2022	240	2.3 Future of the former Workingmen's Bowling Club Site, Wellington Town Belt	8	Request officers to engage with local community groups who are looking for space to enable temporary lease arrangements while the consultation design process is underway.	Completed	Temporary lease arrangements not permitted under Wellington Town Belt Act. Site available for casual use and temporary events.
Friday, 4 February 2022	241	2.1 Khandallah Pool Options Report	4	Refer to the Pūroro Maherehere Annual Plan / Long-term Plan Committee that a longer operating service (for March 2023) be considered	Completed	

Friday, 4 February 2022	242	2.1 Khandallah Pool Options Report	6	Agree that Khandallah Pool will be upgraded in line with Option B (clause 94- Increase level of service) of the report subject to further detailed design and community (place and interest) engagement and that Officers will report back with an achievable construction timeline at the Pūroro Rangaranga Committee in May 2022.	Completed	
Friday, 4 February 2022	243	2.1 Khandallah Pool Options Report	8	Refer the decision, to include the additional funds of \$7 million to be included in the 2023/24 budget, to this year's Pūroro Maherehere Annual Plan / Long-term Plan Committee.	Completed	
Friday, 4 February 2022	244	2.4 Land Exchange - 135 Makara Road and 129 Makara Road, Karori	2a	Recommend to Council that it: a. Authorise, pursuant to Section 15 of the Reserves Act 1977, the exchange of approximately 78m ² of land held as Local Purpose (Water Reservoir) Reserve (the Land) at 135 Makara Road Karori (being Part Lot 1 Application Plan 2142, ROT WN942/12) (the Land), for approximately 190m ² part of privately-owned land at 129 Makara Road, Karori (being Lot 14 DP 21009, ROT WN841/58) (the 129 Makara Road Land).	Completed	
Friday, 4 February 2022	245	2.4 Land Exchange - 135 Makara Road and 129 Makara Road, Karori	2b	Recommend to Council that it: b. Agree to dispose of the Land, in order to give effect to the exchange.	Completed	
Friday, 4 February 2022	246	2.4 Land Exchange - 135 Makara Road and 129 Makara Road, Karori	2c	Recommend to Council that it: c. Agree to acquire the 129 Makara Road Land, in order to give effect to the exchange.	Completed	
Friday, 4 February 2022	247	2.4 Land Exchange - 135 Makara Road and 129 Makara Road, Karori	2d	Recommend to Council that it: d. Delegate to the Chief Executive Officer the power to conclude all matters in relation to the disposal of the Land, and the acquisition of the 129 Makara Road Land, including all legislative matters, issuing relevant public notices, negotiating the terms of the sale or exchange, imposing any reasonable covenants, and anything else necessary.	Completed	
Friday, 4 February 2022	248	2.4 Land Exchange - 135 Makara Road and 129 Makara Road, Karori	2e	Recommend to Council that it: e. Note that the above approvals are conditional on public notification under section 15 of the Reserves Act 1977, and no sustained objections resulting from this public notification.	Completed	
Thursday, 7 April 2022	249	2.1 Name Change Proposal for the ASB Sport Centre	3	Agree to rename the building 'Akau Tangi'.	Completed	Branding and Design underway. New name to be officially launched with a blessing and event on 15/16 October
Thursday, 7 April 2022	250	2.1 Name Change Proposal for the ASB Sport Centre	5	Note that existing budgets will be reprioritised to update signage and collateral at the centre.	Completed	
Thursday, 7 April 2022	251	2.2 Trading and event sites on Wellington Town Belt and reserves	2	Agree to the amended "pre-approved" trading and event activities and the identified locations on Wellington Town Belt land held under the Wellington Town Belt Act 2016 and reserve sites held under the Reserves Act 1977 for the new approval framework (as set out in Attachment Four).	Completed	I'm not sure this needs to remain an Action - it has been agreed and PSR will operationalise it.
Thursday, 7 April 2022	252	2.2 Trading and event sites on Wellington Town Belt and reserves	7	Agree to review the approval framework in three years.	In progress	
Thursday, 7 April 2022	253	2.4 Destination Skate Park Feasibility Study	7	Agree to recommend to the Annual Plan/Long Term Plan Committee that a further 5.64M of capital funding is budgeted in the 23/24 (2M) and 24/25 (3.64M) years for the development of a destination skate park.	Completed	
Thursday, 5 May 2022	254	2.1 Tūpiki Ora Māori Strategy	3	Agree that Council support Māori Wardens in their important work around the city including finding them a base to operate from and supporting with equipment and support to operate.	In progress	
Thursday, 5 May 2022	255	2.3 Trails Wellington Matairangi Track Proposal	2	Agree that a one new mountain bike trail in Matairangi will be built as per Attachment 1 and that the short section of track already used for walking near Hataitai saddle is retained as shared track and designed accordingly.	Completed	

Thursday, 5 May 2022 256	2.3 Trails Wellington Matairangi Track Proposal	3	Note that officers will work with Trails Wellington to ensure the findings of the ecological and traffic impact assessments will be included in the detailed design.	Completed
Thursday, 5 May 2022 257	2.3 Trails Wellington Matairangi Track Proposal	4	Agree that officers will report back to Council through the Open Space and Recreation Strategy and the Open Space Access Plan to investigate and then develop in partnership with disabled people	Completed
Thursday, 5 May 2022 258	2.3 Trails Wellington Matairangi Track Proposal	5	Agree that an existing section of the City to Sea walkway is sealed and realigned to meet the accessibility needs for a broader audience on Matairangi.	Completed
Thursday, 5 May 2022 259	2.3 Trails Wellington Matairangi Track Proposal	6	Agree that officers will reassess walking and biking trails on Matairangi within the next 6 months, giving effect to existing plans and policies (such as Open Space Access Plan 2016) that prioritise walkers and investigate changing some existing trails to walking only.	Completed
Thursday, 5 May 2022 260	2.3 Trails Wellington Matairangi Track Proposal	7	Note that Council will plant native forest species around the entrance to mitigate noise and visual impacts.	Completed
Thursday, 5 May 2022 261	2.3 Trails Wellington Matairangi Track Proposal	8	Note that Council officers will work with Trails Wellington on a formal agreement under which they will operate	Completed
Thursday, 5 May 2022 262	2.3 Trails Wellington Matairangi Track Proposal	9	Note that Council officers will work to find an appropriate name for the trail in accordance with Te Māpihi Maurea (Wellington City Council Naming Policy).	Completed
Thursday, 5 May 2022 263	2.3 Trails Wellington Matairangi Track Proposal	10	Note that Council will work with Trails Wellington to continue closing illegal mountain bike trails on Matairangi, making the area safer for walkers.	Completed
Thursday, 5 May 2022 264	2.3 Trails Wellington Matairangi Track Proposal	11	Agree that after completion of this trail no new trails will be constructed on Matairangi focusing instead on realignment and improvement of existing tracks to increase user experience and to reduce conflict with walkers.	Completed
Thursday, 2 June 2022 265	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2a	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: a. Community Participation Add to the covering letter: Community leadership and participation will be critical in ensuring Aotearoa adapts to climate change. Supporting communities to upskill will therefore be critical.	Completed

Thursday, 2 June 2022 266	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2b	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: b. Question 3: Social Equality Add the following: i) In partnership with marginalised communities (Pasifika, other ethnic minorities, LGBTQI+, disabled people and so on) work on specifically tailored solutions to meet the challenge of adaptation that meet all groups' needs ii) Undertake investigation in how insurance products can be developed to meet the needs of socially disadvantaged groups iii) Investigate mechanisms to ensure socially marginalised groups can adapt to climate change including financial ones iv) Explore opportunities to utilise different languages to work with communities	Completed
Thursday, 2 June 2022 267	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2c	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: c. Question 5: Economic opportunities of climate change Add the following benefits: i) More resilient and adaptable communities that can pivot to find new economic opportunities ii) More resilient and higher value buildings iii) New business opportunities to respond to climate problems iv) Opportunities to develop new products that assist communities to live a low carbon lifestyle	Completed
Thursday, 2 June 2022 268	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2d	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: d. Question 21: Building Act Add: Reform of the Building Act to ensure all buildings become more resilient over time	Completed
Thursday, 2 June 2022 269	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2e	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: e. Question 26: Green infrastructure Undertake policy work and more research and development to ensure more green infrastructure is developed to ensure more communities can adapt to climate change.	Completed

Thursday, 2 June 2022	270	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	2f	Consider the WCC submission on the Ministry for Environment's draft National Adaptation Plan and Managed Retreat, and approve the submission with the following additions: f. Question 44: Insurance Undertake further work to ensure New Zealanders are adequately covered by insurance is critical as well as engaging with the reinsurance industry globally to find creative solutions to protecting land and property.	Completed	
Thursday, 2 June 2022	271	2.1 Submission on Ministry for Environment Draft National Adaptation Plan and Managed Retreat	3	Delegate to the Chief Planning Officer the authority to amend the submission as per any proposed amendments agreed by the Committee at this meeting, and any minor consequential edits, prior to it being sent.	Completed	
Thursday, 2 June 2022	272	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	1	Receive the information	Completed	
Thursday, 2 June 2022	273	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	2	Note the submitter feedback as outlined in Attachment One.	Completed	
Thursday, 2 June 2022	274	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	3	Note Oral Submission Summary in Attachment Two.	Completed	
Thursday, 2 June 2022	275	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	4	Note the Economic Wellbeing Strategy has been updated to reflect the submitter feedback as outlined in Attachment Three.	Completed	
Thursday, 2 June 2022	276	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	5	Adopt the Economic Wellbeing Strategy as provided in Attachment Four, and action plan in Attachment Five.	Completed	Council agreed to adopt. Leaving this as in progress until it is published and live on the website. 22/8/2022 - Strategy went live on the website last week
Thursday, 2 June 2022	277	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	6	Agree to delegate to the Chair / CEO minor editorial changes as part of publication.	Completed	
Thursday, 2 June 2022	278	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	7	Agree to archive the Economic Development Strategy 2011.	Completed	Will do this once the new one is published.
Thursday, 2 June 2022	279	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	8	Request officers report back to the council with a high-level progress report on how the Economic Wellbeing strategy actions are tracking, along with officer recommendations for funding prior to the 2024 LTP.	In progress	Aiming for March or April 2023
Thursday, 2 June 2022	280	2.2 Engagement summary and adoption of the Economic Wellbeing Strategy	9	Add to Outcome 3: A Business Friendly City Priority Actions • Work with the Wellington business community and Wellington NZ to advocate for better insurance outcomes.	Completed	made the change to the final doc for publication
Thursday, 2 June 2022	281	2.3 New lease for existing lessee: Victoria Bowling Club	1	Receive the information	Completed	
Thursday, 2 June 2022	282	2.3 New lease for existing lessee: Victoria Bowling Club	2	Agree that officers commence public consultation for a new ground lease for Victoria Bowling Club Incorporated, pursuant to the Leases Policy for Community and Recreation Groups and the Wellington Town Belt Act 2016	In progress	Public consultation period has commenced
Thursday, 2 June 2022	283	2.3 New lease for existing lessee: Victoria Bowling Club	3	Note that officers will report back to the Pūroro Rangaranga Social, Cultural and Economic Committee on the outcome of public consultation	In progress	

Thursday, 2 June 2022 284	2.3 New lease for existing lessee: Victoria Bowling Club	4	Note that if no sustained objections arise from public consultation, officers will recommend that Pūroro Rangaranga Social, Cultural and Economic Committee refer the new lease to Council for approval	In progress	
Thursday, 2 June 2022 285	2.3 New lease for existing lessee: Victoria Bowling Club	5	Agree that legal and advertising costs are met by the lessee (where applicable)	In progress	
Thursday, 2 June 2022 286	2.3 New Lease for existing lessee: Victoria Bowling Club	6	Note that Victoria Bowling Club is in the process of procuring a detailed seismic assessment, condition assessment and 20-year maintenance plan for the club-owned buildings. Grant of a new lease will be conditional on the Club implementing the recommendations of these plans during the term of the lease.	In progress	Club has obtained DSA, and waiting on condition assessment. Once both reports received, officers to meet with Club to discuss next steps
Thursday, 2 June 2022 287	2.4 Access Licence over Wellington Town Belt to Ministry of Education (Ellice Street, Mount Victoria)	1	Receive the information	Completed	
Thursday, 2 June 2022 288	2.4 Access Licence over Wellington Town Belt to Ministry of Education (Ellice Street, Mount Victoria)	2	Agree to grant a new licence to the Ministry of Education (subject to the usual terms and conditions noted below), over part of Wellington Town Belt at Mount Victoria 100 Alexandra Road being part of Section 1 SO 476360 (ROT 742966) pursuant to s17 of the Wellington Town Belt Act 2016	In progress	
Thursday, 2 June 2022 289	2.4 Access Licence over Wellington Town Belt to Ministry of Education (Ellice Street, Mount Victoria)	3	Delegate to the Chief Executive Officer the power to carry out all steps to effect the licence	In progress	
Thursday, 2 June 2022 290	2.4 Access Licence over Wellington Town Belt to Ministry of Education (Ellice Street, Mount Victoria)	4	Note that any approval to grant the licence is conditional on: a. Appropriate iwi consultation b. Public consultation under s16 Wellington Town Belt Act 2016 c. No sustained objections resulting from the above consultation d. Legal and advertising costs being met by the respective licensee along with a bond	In progress	Public consultation carried out. One objection was received and PSR officers are working with the objector and applicant to see if the objection can be resolved.
Thursday, 2 June 2022 291	2.4 Access Licence over Wellington Town Belt to Ministry of Education (Ellice Street, Mount Victoria)	5	Note that the access will proceed in accordance with final Parks, Sport and Recreation agreement to all park management and traffic management plans.	In progress	
Thursday, 2 June 2022 292	2.5 Built Heritage Incentive Fund - 2021-22 Round	2	Agree to the allocation of \$500,000 funding across the 15 applications in the table below. Further details of these are provided in Attachment One.	Completed	

Thursday, 2 June 2022	293	3.1 Report of the Kāwai Whakatipu Grants Subcommittee Meeting of 24 May 2022	1	<p>Approve the allocation of multi-year contract funding (from 1 July 2022) for applications #3, #5, #6, #7, #9, #18, #19 being allocations greater than \$100,000, subject to the Arts and Culture Funds being available through the Annual and Long-Term Plans</p> <p>3. BATS Theatre Limited: \$100,000 p.a. for three years</p> <p>5. Circa Theatre Incorporated; \$186,385 p.a. for three years</p> <p>6. Creative Capital Arts Trust: \$155,510 p.a. for three years</p> <p>7. Katherine Mansfield Birthplace Society Incorporated: \$124,784 p.a. for three years</p> <p>9. Newtown Festival Trust: \$161,606 p.a. for three years</p> <p>18. The Royal New Zealand Ballet: \$167,238 p.a. for three years</p> <p>19. Wellington Regional Orchestra Foundation Incorporated (Orchestra Wellington): \$305,400 p.a. for three years</p>	Completed	
Thursday, 2 June 2022	294	3.1 Report of the Kāwai Whakatipu Grants Subcommittee Meeting of 24 May 2023	2	<p>Approve the allocation of multi-year contract funding (from 1 July 2022) for applications #9, #12, #18, #19, being an allocation of greater than \$100,000 p.a., subject to the Social and Recreation Fund being available through the Annual and Long-Term Plans.</p> <p>9. Newtown Community & Cultural Centre: \$217,500 p.a. for three years</p> <p>12. Strathmore Park Community Centre Trust: \$167,600 p.a. for three years</p> <p>18. Citizens Advice Bureau Wellington Incorporated: \$225,000 p.a. for three years</p> <p>19. Community Law Wellington and Hutt Valley Trust: \$158,000 (\$85,000 p.a. for three years and \$73,000 in 2022/2023)</p>	Completed	
Thursday, 2 June 2022	295	3.1 Report of the Kāwai Whakatipu Grants Subcommittee Meeting of 24 May 2024	3	<p>Approve the allocation of funding for application #9 (Kaicycle Incorporated: \$50,000), being a total allocation of over \$100,000, if as the recommendation for funding through the Waste Minimisation Seed Fund: Organics Diversion 2022 has been approved.</p>	Completed	
Thursday, 4 August 2022	426	3.2 City Housing sustainability: detailed CHP design and transition	1	Receive the information	Completed	The committee formally received the information.
Thursday, 4 August 2022	427	3.2 City Housing sustainability: detailed CHP design and transition	2	Note that, in June 2022, Council adopted an LTP amendment to establish a CHP, and directed officers to report back on detailed CHP design and a plan for transition	Completed	
Thursday, 4 August 2022	428	3.2 City Housing sustainability: detailed CHP design and transition	3	Note Recommendations 4 to 16 seek agreement to the core governance provisions that will be included in the Trust Deed used to establish and govern the CHP	Completed	

Thursday, 4 August 2022 432	3.2 City Housing sustainability: detailed CHP design and transition	4a	<p>Agree that the CHP is established:</p> <p>a. to advance the charitable purposes of relieving poverty and providing benefits to the community by way of providing community housing, social housing, public housing, and/or affordable rental housing, including (but not limited to) the following activities:</p> <ul style="list-style-type: none"> acquiring, developing and leasing community housing, social housing, public housing, and affordable housing accommodation providing associated housing services carrying out any other activities that may assist or support community housing, social housing, public housing, and affordable housing schemes engaging with local and central government authorities in relation to potential housing acquisitions or projects and registering as a community housing provider under the Public and Community Housing Management Act 1993 	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 433	3.2 City Housing sustainability: detailed CHP design and transition	4b	<p>to undertake activities:</p> <ul style="list-style-type: none"> for the benefit of the wider community with a focus on those who qualify for community housing, social housing, public housing and/or affordable housing as a result of their financial position and income with regard to the principles of Te Tiriti o Waitangi, tikanga Māori and te ao Māori by working collaboratively with other CHPs and other housing providers the trust will seek to enhance the rights of renters, including adopting the current RTA provisions around eviction 	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 434	3.2 City Housing sustainability: detailed CHP design and transition	4c	<p>to undertake these activities in New Zealand with a primary focus on Wellington City and seeking to ensure housing is provided throughout areas of Wellington that have unmet demand</p>	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 435	3.2 City Housing sustainability: detailed CHP design and transition	5	<p>Note that the purpose set out in Recommendation 4 allows the CHP to support a range of future tenants, including those who may not be eligible for public housing</p>	Completed	

Thursday, 4 August 2022 483	3.2 City Housing sustainability: detailed CHP design and transition	4a	<p>Agree that the CHP is established:</p> <p>a. to advance the charitable purposes of relieving poverty and providing benefits to the community by way of providing community housing, social housing, public housing, and/or affordable rental housing, including (but not limited to) the following activities:</p> <ul style="list-style-type: none"> acquiring, developing and leasing community housing, social housing, public housing, and affordable housing accommodation providing associated housing services carrying out any other activities that may assist or support community housing, social housing, public housing, and affordable housing schemes engaging with local and central government authorities in relation to potential housing acquisitions or projects and registering as a community housing provider under the Public and Community Housing Management Act 1993 	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 484	3.2 City Housing sustainability: detailed CHP design and transition	4b	<p>to undertake activities:</p> <ul style="list-style-type: none"> for the benefit of the wider community with a focus on those who qualify for community housing, social housing, public housing and/or affordable housing as a result of their financial position and income with regard to the principles of Te Tiriti o Waitangi, tikanga Māori and te ao Māori by working collaboratively with other CHPs and other housing providers the trust will seek to enhance the rights of renters, including adopting the current RTA provisions around eviction 	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 485	3.2 City Housing sustainability: detailed CHP design and transition	4c	<p>to undertake these activities in New Zealand with a primary focus on Wellington City and seeking to ensure housing is provided throughout areas of Wellington that have unmet demand</p>	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 486	3.2 City Housing sustainability: detailed CHP design and transition	5	<p>Note that the purpose set out in Recommendation 4 allows the CHP to support a range of future tenants, including those who may not be eligible for public housing</p>	Completed	

Thursday, 4 August 2022 487	3.2 City Housing sustainability: detailed CHP design and transition	6	<p>Agree that the CHP be registered:</p> <p>a. As a charity under the Charities Act 2005, to qualify for double income tax exemption (that is, being income tax exempt as a charity and as a CHP), for reputational advantages, for potential funding and grant advantages, and for increased ability to receive bequests from deceased estates</p> <p>b. As a charitable trust board via the Companies Office, establishing the CHP as a separate legal entity so it can hold property and enter into contracts in its own name</p> <p>c. As a donee organisation recorded on the Inland Revenue register of donee organisations, to allow for any donations made to the CHP to qualify for tax deductions or tax credits</p> <p>d. As a Registered Community Housing Provider in accordance with the Public and Community Housing Management Act 1992</p>	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 488	3.2 City Housing sustainability: detailed CHP design and transition	7	Note that officers are discussing governance partnership opportunities with mana whenua (i.e., through the provision of mana whenua-appointed Trustees) and will provide a further update, and any resulting changes to the advice in this paper, to the Committee in September 2022	In progress	
Thursday, 4 August 2022 489	3.2 City Housing sustainability: detailed CHP design and transition	8	<p>Agree that the CHP's Board of Trustees is to have the following composition:</p> <p>a. Number of Trustees: A minimum of five and a maximum of nine Trustees in total</p> <p>b. Council-Appointed Trustees: Agree to four Council appointed trustees with at least two being elected members of the Council.</p> <p>c. Independent Trustees: A minimum of three and maximum of six Independent Trustees, with, subject to the outcome of conversations with mana whenua, one to two Independent Trustee(s) to be appointed by mana whenua</p>	In progress	Further advice being provided in September committee paper.

Thursday, 4 August 2022 490	3.2 City Housing sustainability: detailed CHP design and transition	9	<p>Agree that the appointment of:</p> <p>a. Council-Appointed Trustees will be made by Council in accordance with the Council's Appointments Policy, in accordance with the requirements of the Local Government Act.</p> <p>b. Independent Trustees:</p> <p>i. subject to (ii) below, will be made by a Board Appointments Panel, which is likely to comprise the Chair, one other Trustee (which following appointment of the first independent Trustees, must be an independent Trustee appointed by the Board Appointments Panel), one mana whenua-appointed Trustee, and two independent governance experts.</p> <p>ii. may be made by mana whenua in relation to one to two Independent Trustee(s)</p> <p>c. The Chairperson will be made initially by Council, but should in the ordinary course be appointed by the Board of Trustees (once a sufficient number of Independent Trustees form a majority of the Board)</p>	Completed	Decisions will be included in CHP Trust Deed which will be reported to Council in Feb 2023.
Thursday, 4 August 2022 491	3.2 City Housing sustainability: detailed CHP design and transition	10	<p>Agree that, in appointing Trustees, the Board Appointments Panel, Council and mana whenua should have regard to specified skills and experience to ensure the Board comprises a mix of suitably skilled Trustees to meet requirements for registration and the CHP's ongoing effectiveness and that the following skills are essential and as such must always be represented by at least one Trustee: social tenancy management, property development, strategy development and business planning, financial management and literacy, asset management, legal and risk management, and mātauranga Māori.</p>	Completed	Decisions will be included in the CHP Trust Deed which will be provided to Council in Feb 2023.
Thursday, 4 August 2022 492	3.2 City Housing sustainability: detailed CHP design and transition	11	<p>Agree that, at any time, the relevant appointing party (i.e., Council, the Board Appointments Panel and mana whenua) can remove its appointed Trustees</p>	Completed	Decision will be included in the CHP Trust Deed which will be reported to Council in Feb 2023.
Thursday, 4 August 2022 493	3.2 City Housing sustainability: detailed CHP design and transition	12	<p>Agree that the process for appointment of the original Trustees will be as follows:</p> <p>a. the Council will appoint one to three Council-Appointed Trustee(s)</p> <p>b. if applicable, mana whenua will appoint one to two Independent Trustee(s)</p> <p>with the Board Appointments Panel to be constituted, and appointment of Independent Trustees made by the Board Appointments Panel, as soon as practicable following the establishment of the CHP. The Trust Deed will provide that no decision making will be able to be made by the Board until the Board Appointments Panel has appointed a sufficient number of Independent Trustees to form a majority of the Board (together with the mana whenua appointed Independent Trustees).</p>	In progress	Further advice being provided in September committee paper.

Thursday, 4 August 2022 494	3.2 City Housing sustainability: detailed CHP design and transition	13	Agree that the CHP's Trust Deed will include a provision restricting the Trust from becoming a Council-Controlled Organisation and require that it maintains its independence from the Council and any other third party	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 495	3.2 City Housing sustainability: detailed CHP design and transition	14	Note that the CHP will be a Council Organisation and Council will regularly undertake performance monitoring of the CHP in accordance with the requirements of the Local Government Act to ensure it is delivering on its objectives and desired outcomes.	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 496	3.2 City Housing sustainability: detailed CHP design and transition	15	Agree that in the event that Trustees unanimously vote to wind up the Trust, the CHP's remaining assets: a. must be applied to further the specified charitable purposes set out in the Trust Deed; and b. in doing so, the Trustees will offer the Council the first right to accept the transfer of such assets provided the Council applies such assets to further the Trust's specified charitable purposes	Completed	Decision will be included in CHP Trust Deed which will be reported to Council in Feb 2023
Thursday, 4 August 2022 497	3.2 City Housing sustainability: detailed CHP design and transition	16	Note the Trust Deed will also contain additional procedural provisions (which are not expected to be controversial) and officers will provide further advice on these in September 2022	Completed	Further advice being provided in September committee paper.
Thursday, 4 August 2022 498	3.2 City Housing sustainability: detailed CHP design and transition	17	Note that, as per the LTP amendment, the CHP would be provided by Council with \$35m upfront capital (made up of \$25m cash and \$10m property) to enable it to invest in new social housing supply projects	Completed	
Thursday, 4 August 2022 499	3.2 City Housing sustainability: detailed CHP design and transition	18	Agree that the capitalisation is provided to the CHP as follows: a. Cash component – by providing the CHP with a suspensory loan that would not ordinarily require repayment, unless the CHP was wound up or other extraordinary events occurred (e.g. the CHP became insolvent). b. Property component – by providing the CHP with a small number of suitable City Housing sites (indicatively three to four), in the form of a suspensory loan (i.e., a "gift") that would not ordinarily require payment, unless the CHP was wound up or other extraordinary events occurred (e.g., the CHP became insolvent), subject to any external lender's right to exercise any security they hold over the properties.	Completed	
Thursday, 4 August 2022 500	3.2 City Housing sustainability: detailed CHP design and transition	19	Note officers will report back to the Council by February 2023 on the details of the suspensory loan agreement and specific sites recommended for capitalisation	In progress	

Thursday, 4 August 2022	501	3.2 City Housing sustainability: detailed CHP design and transition	20	Note the Council has previously agreed that the CHP would provide a "full service" offering, initially providing tenancy management and minor maintenance, with a transition to responsibility for delivery of major maintenance over time	Completed	
Thursday, 4 August 2022	502	3.2 City Housing sustainability: detailed CHP design and transition	21	Agree that the details of the transfer of major maintenance responsibility from the Council to the CHP will be agreed by the CHP and Council in stage 2 of the transition, through the development of the asset management strategy for the portfolio	In progress	
Thursday, 4 August 2022	503	3.2 City Housing sustainability: detailed CHP design and transition	22	Agree to establish a ring-fenced major maintenance fund, sitting on the Council's balance sheet, to fund all major maintenance required on the leased portfolio	In progress	
Thursday, 4 August 2022	504	3.2 City Housing sustainability: detailed CHP design and transition	23	Agree the operating principles for the ring-fenced maintenance fund will be drafted into the lease agreement between the CHP and Council, including: a. The requirements for a joint asset management strategy b. The ability for the Council to recover the following from the fund over time from surplus revenue (i.e., after the Council has met all its responsibilities e.g., insurance, major maintenance): i. costs for HUP2 which exceed the \$180m Deed of Grant commitment (approximately \$106m) that the Council has prepaid into the fund ii.any contribution the Council is required to make to the fund to ensure its financial sustainability c. Strict principles by which any permitted withdrawal can be made from the major maintenance fund for HUP2 cost recovery to ensure the fund is always able to meet the ongoing costs of asset ownership	Completed	Will be included in Lease Agreement which will be reported to Council by June 2023.
Thursday, 4 August 2022	505	3.2 City Housing sustainability: detailed CHP design and transition	24	Agree that officers explore the opportunity to raise HUP2 debt as sustainable or social finance from the Local Government Funding Authority	In progress	
Thursday, 4 August 2022	506	3.2 City Housing sustainability: detailed CHP design and transition	25	Note, as per the LTP amendment, the Council's preferred CHP model involves a longterm leasehold arrangement with the CHP, with the Council remaining the asset owner	Completed	
Thursday, 4 August 2022	507	3.2 City Housing sustainability: detailed CHP design and transition	26	Agree that the following be drafted into the lease agreement between the CHP and the Council: a. The term of the lease will be between 30 to 35 years b. The lease can be terminated under the following circumstances: i. By the CHP or the Council with five years notice ii. By the Council with two years notice, only in the event of a material change in government policy settings that would significantly benefit tenants or significantly disadvantage tenants under a Council-run housing service c. Details of the Lease Payment set out in Recommendation 27	Completed	Will be drafted into Lease Agreement which will be reported to Council by June 2023.

Thursday, 4 August 2022 508 3.2 City Housing sustainability: detailed CHP design and transition	27	<p>Agree that the Lease Payment to the Council will be comprised of a:</p> <ul style="list-style-type: none"> a. Fixed Base Payment set in year one at the rent received from the final year of the Council-operated service, indexed at CPI (or appropriate index), less the CHP's operating costs, plus b. Variable Payment calculated as an agreed share of the CHP's Operating Surplus relating to the leased properties, where the Operating Surplus is split between the CHP (20%) and Council (80%) 	Completed	Will be included in Lease Agreement which will be reported to Council by June 2023.
Thursday, 4 August 2022 509 3.2 City Housing sustainability: detailed CHP design and transition	28	<p>Agree the terms of the lease agreement and suspensory loan agreement are reviewed by the CHP and Council within two years to determine whether changes are needed, with a particular focus on the following:</p> <ul style="list-style-type: none"> a. Lease Payment structure b. Lease term and termination rights c. Impact of the agreements on the CHP's ability to deliver new supply and borrow independently d. Impact of the agreements on the Council's security position and any additional support provided by the Council e. Allocation of risk and responsibilities between the Council and CHP f. Sustainability of the ring-fenced fund. 	Completed	Will be drafted into Lease and Loan agreements.
Thursday, 4 August 2022 510 3.2 City Housing sustainability: detailed CHP design and transition	29	<p>Note officers will continue to work through the details of the lease agreement and next provide an update to the Council by February 2023</p>	In progress	
Thursday, 4 August 2022 511 3.2 City Housing sustainability: detailed CHP design and transition	30	<p>Note all existing tenancies are secure under a CHP model as the CHP is required to meet tenancy requirements under the Residential Tenancies Act.</p> <p>Agree that the following will be included in the lease agreement to provide certainty for tenants about their rental terms and conditions:</p> <ul style="list-style-type: none"> a. The core components of the Council's current rental policy (i.e. 30% starting discount for eligible tenants, 80+ rent freeze, ARL and rent caps) will apply to existing tenants who transfer across to the CHP at the point of establishment, as long as they remain tenants of the CHP. b. The Council's decision to freeze rents for 2022/23, confirming rent cannot be increased until September 2023 c. Any review of the rental policy for existing tenants must be jointly carried out by the CHP and Council and should consider: <ul style="list-style-type: none"> i. Any changes in government policy or other settings that have impacted (either positively or negatively) tenants' rental affordability ii. The impact of the new tenant support fund (Recommendation 34) iii. The financial position of the CHP 	Completed	
Thursday, 4 August 2022 512 3.2 City Housing sustainability: detailed CHP design and transition	31	<p>Further advice to be provided in September 2022.</p>	In progress	

Thursday, 4 August 2022 513	3.2 City Housing sustainability: detailed CHP design and transition	32	Note that officers will report back to the Committee by February 2023 on how the Council's rental policy will apply to the CHP through the lease agreement as referred to above, having considered various requirements, including the Residential Tenancies Act and Local Government Act	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 514	3.2 City Housing sustainability: detailed CHP design and transition	33	Note the current rental policy will generate an operating shortfall over the transition period and rates funding is included in the LTP amendment to meet this shortfall	Completed	
Thursday, 4 August 2022 515	3.2 City Housing sustainability: detailed CHP design and transition	34	Agree to establish an additional \$8-10m tenant support fund, to be administered by the CHP, to provide rental relief and/or cost-of-living support for existing tenants who transition across to the CHP	In progress	
Thursday, 4 August 2022 516	3.2 City Housing sustainability: detailed CHP design and transition	35	Agree the cost of the tenant support fund will be met from Tranche 1 of the Three Waters 'Better Off' funding, which will be available, following application, from July 2022	In progress	
Thursday, 4 August 2022 517	3.2 City Housing sustainability: detailed CHP design and transition	36	Note the Council could contribute further to the tenant support fund in July 2024, should it choose to do so, if Tranche 2 funding is made available by the government	Completed	
Thursday, 4 August 2022 518	3.2 City Housing sustainability: detailed CHP design and transition	37	Note officers will work with central government to update the Deed of Grant to recognise the CHP's establishment and decisions taken in this paper	In progress	
Thursday, 4 August 2022 519	3.2 City Housing sustainability: detailed CHP design and transition	38	Note the transition plan for the CHP's establishment would proceed in three stages: a. Stage 1: Council led – July 2022 to February 2023 b. Stage 2: Joint Council and CHP led – February 2023 to July 2023 c. Stage 3: Transition to new BAU arrangements – July 2023 onwards	Completed	
Thursday, 4 August 2022 520	3.2 City Housing sustainability: detailed CHP design and transition	39	Direct officers to report back to Pūroro Rangaranga in September 2022 on: a. Remaining details required in the Trust Deed b. Any update on partnership opportunities with mana whenua c. Any remaining decisions or delegations required to enable officers to continue working in line with the transition plan between trienniums.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 521	3.2 City Housing sustainability: detailed CHP design and transition	40	The September report will give further information on how the CHP will report to Council and how the monitoring and oversight framework will be monitored by The Council or relevant Committee.	In progress	Further advice being provided in September committee paper.

Thursday, 4 August 2022 522	3.2 City Housing sustainability: detailed CHP design and transition	41	Agree to establish a Tenant Public housing Advisory group with membership support from subject matter experts (eg. Community Law, City Mission). Council will support the advisory group with administrative support. This group will be established as soon as possible to advise through the transition process and continue once the CHP is established.	In progress	
Thursday, 4 August 2022 523	3.2 City Housing sustainability: detailed CHP design and transition	42	Request further advice with regards to the operation of Te Kainga in light of a CHP being established.	In progress	
Thursday, 4 August 2022 524	3.2 City Housing sustainability: detailed CHP design and transition	43	Request that officer produce and publish analysis about removing the market rent structure and giving income-related rents to all existing tenants.	In progress	
Thursday, 4 August 2022 525	3.2 City Housing sustainability: detailed CHP design and transition	44	Note that the Accommodation Supplement is not counted as income in the calculation of the Affordable Rent Limit Subsidy	Completed	
Thursday, 4 August 2022 526	3.2 City Housing sustainability: detailed CHP design and transition	45	Request officer advice on the mechanism by which council can determine the rent setting and how this relates to Councils Significance and Engagement Policy.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 527	3.2 City Housing sustainability: detailed CHP design and transition	46	Request officers investigate a plan to keep Granville tenants together in the Berhampore community in social housing to report back by the 23/24 Annual Plan.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 528	3.2 City Housing sustainability: detailed CHP design and transition	47	Request officers to report back by February with further advice on how the CHP could be encouraged to pursue the suggestions made in recommendation 6d of the Taskforce and ways to encourage places being provided to new tenants who are not prioritised by the MSD/ Kāinga Ora waiting list to be housed by the CHP. For example, fit elderly, disabled, migrant and refugee communities	In progress	
Thursday, 4 August 2022 529	3.2 City Housing sustainability: detailed CHP design and transition	48	Note officers will consider how to reflect operating principles similar to those in Tākai Here in the Trust Deed and will provide further advice to the Council on this in September 2022.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 530	3.2 City Housing sustainability: detailed CHP design and transition	49	Note officers will provide further advice on project next steps, milestones and timelines for future Council decisions and provide this to the Council in September 2022.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 531	3.2 City Housing sustainability: detailed CHP design and transition	50	Agree for the Council to continue to advocate for the extension of the IRRS or an alternative funding package to allow council to provide affordable housing to the city's tenants and to allow for the construction of new public housing and access to government funded social service support.	In progress	
Thursday, 4 August 2022 532	3.2 City Housing sustainability: detailed CHP design and transition	51	Note the officers will report back to council on any material issues identified with decisions made by council.	In progress	Further advice being provided in September committee paper.
Thursday, 4 August 2022 533	3.5 Forward Programme	1	Receive the information	Completed	
Thursday, 4 August 2022 534	3.4 Actions Tracking	1	Receive the information	Completed	

Thursday, 4 August 2022 535 3.3 Better Off Funding application	1	Receive the information relating to the application criteria and process for applying for Tranche 1 of the Better off Funding.	In progress	
Thursday, 4 August 2022 536 3.3 Better Off Funding application	2	Agree that the \$14.42m available to Wellington City Council under Tranche 1 of the Better off Funding should be applied for.	In progress	
Thursday, 4 August 2022 537 3.3 Better Off Funding application	3	Agree that ~\$4m of the Better off Funding available under Tranche 1 be applied for in relation to Project 1: Sub-surface digital twin.	In progress	
Thursday, 4 August 2022 538 3.3 Better Off Funding application	4	Agree that up to \$1m of the Better off Funding available under Tranche 1 be applied for in relation to Project 2: Johnsonville Wastewater upgrade design and project works.	In progress	
Thursday, 4 August 2022 539 3.3 Better Off Funding application	5	Agree that \$3m of the Better off Funding available under Tranche 1 be applied for in relation to Project 3: Scale up community engagement activities outlined in Te Atakura.	In progress	
Thursday, 4 August 2022 540 3.3 Better Off Funding application	6	Agree that the balance of the Better off Funding available under Tranche 1 be applied for in relation to Project 4: Social Housing CHP tenant support fund.	In progress	
Thursday, 4 August 2022 541 3.3 Better Off Funding application	7	Instruct Officers to complete the Better off Funding Package Funding Proposal in application for the above projects immediately to ensure the application can be completed in time to meet the deadlines set out by DIA.	In progress	
Thursday, 4 August 2022 542 3.3 Better Off Funding application	8	Once review and negotiation has been completed with DIA, instruct Officers to execute Better off Funding Package Funding Agreement with DIA with the assistance of Crown Infrastructure Partners.	In progress	
Thursday, 4 August 2022 543 3.3 Better Off Funding application	9	Delegate authority to submit Better Off Funding Package Funding Proposal and sign/authorise Better Off Package Funding Agreement to the Chief Executive.	In progress	
Thursday, 4 August 2022 544 3.1 New Ground Lease - Wellington Tennis Club Incorporated	1	Receive the information	Completed	
Thursday, 4 August 2022 545 3.1 New Ground Lease - Wellington Tennis Club Incorporated	2	Agree that officers commence public consultation for a new ground lease for Wellington Tennis Club Incorporated at 182a Alexandra Road, Newtown, pursuant to the Leases Policy for Community and Recreation Groups and the Wellington Town Belt Act 2016	In progress	Both public consultations are live and will be completed by September 9th 2022. Once this is completed, we will report back to Council with the results from the public consultation period.
Thursday, 4 August 2022 546 3.1 New Ground Lease - Wellington Tennis Club Incorporated	3	Agree that officers commence public consultation for a new ground lease for Wellington Tennis Club Incorporated at 21 Wesley Road, Kelburn, pursuant to the Leases Policy for Community and Recreation Groups and Reserves Act 1977.	In progress	
Thursday, 4 August 2022 547 3.1 New Ground Lease - Wellington Tennis Club Incorporated	4	Pursuant to the Wellington Town Belt Act 2016, officers will report back to the Council on the outcome of public consultation.	In progress	

Thursday, 4 August 2022 548	3.1 New Ground Lease - Wellington Tennis Club Incorporated	5	Pursuant to the Wellington Town Belt Act 2016, officers will recommend the new lease to Council for approval, if no sustained objections arise from public consultation for 182a Alexandra Road, Newtown.	In progress
Thursday, 4 August 2022 549	3.1 New Ground Lease - Wellington Tennis Club Incorporated	6	Note that the Council holds the delegation to approve leases on land managed under the Reserves Act 1977, however approval of leases on land managed under the Wellington Town Belt Act 2016 is delegated to Council.	In progress
Thursday, 4 August 2022 550	3.1 New Ground Lease - Wellington Tennis Club Incorporated	7	Agree that legal and advertising costs are met by the lessee (where applicable).	In progress
Thursday, 4 August 2022 551	2.1 Petition: Call for Public Toilets at Ian Galloway BMX/Skate/Dog Park	1	Receive the information and thank the petitioner	Completed
Thursday, 4 August 2022 552	2.1 Petition: Call for Public Toilets at Ian Galloway BMX/Skate/Dog Park	2	Note that a master plan for Ian Galloway Park is on Council's work programme for 2023/24 and that the installation of additional public toilets are supported as part of this.	Completed
Thursday, 4 August 2022 553	2.1 Petition: Call for Public Toilets at Ian Galloway BMX/Skate/Dog Park	3	Investigate the placement of temporary toilets within the next 12 months.	In progress