

**ORDINARY MEETING**

**OF**

**CITY STRATEGY COMMITTEE**

**AGENDA**

**Time:** 9.30am  
**Date:** Thursday, 4 October 2018  
**Venue:** Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

---

**MEMBERSHIP**

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

**NON-VOTING MEMBERS**

Te Rūnanga o Toa Rangatira Incorporated  
Port Nicholson Block Settlement Trust

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing [public.participation@wcc.govt.nz](mailto: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.*

---

---

## AREA OF FOCUS

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

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

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

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

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

**Quorum:** 8 members

---

**TABLE OF CONTENTS**  
**4 OCTOBER 2018**

---

<b>Business</b>	<b>Page No.</b>
<b>1. Meeting Conduct</b>	<b>5</b>
<b>1.1 Mihi</b>	<b>5</b>
<b>1.2 Apologies</b>	<b>5</b>
<b>1.3 Conflict of Interest Declarations</b>	<b>5</b>
<b>1.4 Confirmation of Minutes</b>	<b>5</b>
<b>1.5 Items not on the Agenda</b>	<b>5</b>
<b>1.6 Public Participation</b>	<b>6</b>
<b>2. Committee Reports</b>	<b>7</b>
<b>2.1 Report of the Grants Subcommittee Meeting of 19 September 2018</b>	<b>7</b>
<b>3. Public Excluded</b>	<b>31</b>
<b>3.1 Public Excluded Report of the Finance, Audit and Risk Management Subcommittee Meeting of 18 September 2018</b>	<b>31</b>



---

## **1 Meeting Conduct**

---

### **1.1 Mihi**

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

#### ***Taiō Pōneke<sup>†</sup> – City Strategy Committee***

##### **Te wero**

Toitū te marae a Tāne

Toitū te marae a Tangaroa

Toitū te iwi

Taiō Pōneke – kia kakama, kia māia!

Ngāi Tātou o Pōneke, me noho ngātahi

Whāia te aratika

##### **Our challenge**

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

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

People of Wellington, together we decide our way forward.

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

### **1.2 Apologies**

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

### **1.3 Conflict of Interest Declarations**

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

### **1.4 Confirmation of Minutes**

The minutes of the meeting held on 20 September 2018 will be put to the City Strategy Committee for confirmation.

The minutes of the meeting held on 26 September 2018 will be put to the City Strategy Committee for confirmation.

### **1.5 Items not on the Agenda**

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

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

The Chairperson shall state to the meeting:

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

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

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

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

**1.6 Public Participation**

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

Requests for public participation can be sent by email to [public.participation@wcc.govt.nz](mailto: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. Committee Reports

### REPORT OF THE GRANTS SUBCOMMITTEE MEETING OF 19 SEPTEMBER 2018

**Members:** Mayor Lester, Councillor Dawson, Councillor Day, Councillor Free (Chair), Councillor Gilberd, Councillor Young (Acting Chairperson at this meeting).

**The Committee recommends:**

#### A. WELLINGTON RENOUF TENNIS CENTRE FUNDING

##### Recommendation/s

That the City Strategy Committee:

1. Approves \$1M ex GST of funding from the Sportsville Partnership Fund and that it is phased over the following years \$500,000 in 2018/19, \$150,000 in 2019/20, \$150,000 in 2020/21 \$100,000 in 2021/22 and \$100,000 in 2022/23.

#### B. BUILT HERITAGE INCENTIVE FUND ROUND 1 OF 1 2018/19 FINANCIAL YEAR



##### Recommendation/s

That the City Strategy Committee:

1. Approve the grant of \$168,500 for the seismic strengthening project for St John's in the City as follows:

	Project	Total Project Cost	Amount Requested	Amount eligible for funding	Amount Recommended ex GST if applicable
6	170 Willis Street, St John's in the City	\$4,200,000	\$200,000	\$3,904,000	\$168,500

### Attachments

- Attachment 1. Report to Grants Subcommittee (Wellington Renouf Centre - attachments excluded) [↓](#)  Page 8
- Attachment 2. Report to Grants Subcommittee (Report Built Heritage Incentive Fund - attachment for application 6 only) [↓](#)  Page 21

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.2

## WELLINGTON RENOUF TENNIS CENTRE FUNDING

**Purpose**

1. This report recommends that \$1M funding in total is granted to Wellington Tennis Incorporated for undertaking capital renewal works at the Wellington Renouf Tennis Centre. It is proposed that this \$1M of grant funding is phased over the following years \$500,000 in 2018/19, \$150,000 in 2019/20, \$150,000 in 2020/21 \$100,000 in 2021/22 and \$100,000 in 2022/23. Funding is GST exclusive.

**Summary**

2. The Wellington Renouf Tennis Centre is the most significant tennis facility in the central tennis region (lower North Island). Many of the national and international tournaments held at the Wellington Renouf Tennis Centre each year cannot be held at any other location in the central tennis region. For this reason the facility is of strategic significance to tennis and to Wellington.
3. A condition survey of the Wellington Renouf Tennis Centre in June 2017 identified \$6.87M of capital renewal works being required over the next 15 years, with \$3.09M being required in the next 2 years.
4. Wellington Tennis Inc. and Tennis Central Region do not have the financial resources to undertake all the necessary capital renewal works. Funding from the Council would assist in addressing the facility issues and improve the ongoing sustainability of the Wellington Renouf Tennis Centre.
5. The Council has a 'Sportsville (sports hub) Partnership Fund' for the design and construction of sports hubs. Funding of \$500k per annum is allocated in the 2018-28 Long-term Plan.
6. Wellington Tennis Inc. and Tennis Central are now seeking funding from the 'Sportsville (sports hub) Partnership Fund' Council to assist with undertaking the capital renewal works. Wellington Tennis Inc. and Tennis Central will also be financially contributing to the works. It is also intended to seek gaming trust funding to assist with future works.
7. <insert text here>



**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

**Recommendation/s**

That the Grants Subcommittee:

1. Receives the information.
2. Agrees to recommend to the City Strategy Committee to approve \$1M ex GST of funding from the Sportsville Partnership Fund and that it is phased over the following years \$500,000 in 2018/19, \$150,000 in 2019/20, \$150,000 in 2020/21 \$100,000 in 2021/22 and \$100,000 in 2022/23.
3. Agrees to the funding conditions outlined in section 27 of this report.
4. Note that Wellington Tennis Inc., Tennis Central and Wellington City Council officers are still investigating options regarding the strengthening or demolition of the north stand at the Wellington Renouf Tennis Centre.

**Background**

8. The Wellington Renouf Tennis Centre has been the home of tennis in the Wellington region for many decades. The majority of the buildings at the Wellington Renouf Tennis Centre were built in the the1980's. Tennis at the site dates back to the 1940's. The Centre is the most significant tennis facility in the lower North Island.
9. In recent years Council officers have become increasingly concerned about the condition of the assets at the Wellington Renouf Tennis Centre (as have Tennis Central and Wellington Tennis Inc.). Maintenance of the Wellington Renouf Tennis Centre's facilities has been mostly reactive - the exception has been the regular re-surfacing of the courts.
10. The Council provided grant funding of \$22,500 in 2016 to Tennis Central Region to enable them to undertake the following reports to inform future decision making:
  - An Asset Condition Survey
  - An Asset Maintenance PlanThese reports lead to the devevelopment of an Asset Management Plan for the centre.
11. The Asset Condition Survey and Asset Maintenance Plan (OPUS 2017) identified \$6.87M of capital renewal works being required over the next 15 years, with \$3.09M being required in the next 2 years.
12. An Asset Management Plan has been prepared by Tennis Central / Wellington Tennis that outlines the capital renewal priorities.
13. The Council provided funding of \$13,975 in 2017/18 for a seismic assessment of the north stand and adjacent pavilion building at the Wellington Renouf Tennis Centre.
14. Officers provided a presentation about the Wellington Renouf Tennis Centre to Councillors at a workshop on 5 September 2017.
15. Wellington Tennis/ Tennis Central Region lodged a submission as part of the 2018-28 Long-term Plan seeking an ongoing financial contribution from the Council to assist with addressing the capital renewal works via the 'Sportsville Partnership (sports hub) Fund'.
16. Wellington Tennis/ Tennis Central Region lodged a funding application to the 'Sportsville Partnership (sports hub) Fund' in August 2018 ('Attachment 1')

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.2

17. Council Officers have been working closely with Tennis Central and Wellington Tennis Inc. over the last two years and have a good working relationship with the governance group and chief executive.

**Discussion****18. Proposal**

- Wellington Tennis Inc. and Tennis Central are seeking funding from Wellington City Council to address a range of capital renewal issues at the Wellington Renouf Tennis Centre.
- Wellington Tennis Inc. / Tennis Central have presented an asset management plan that outlines a number of works to ensure that the facility remains viable long-term and fit for purpose. The recommended plan includes a number of capital renewals and minor upgrade works.
- The major facility concerns are the condition of the main building roof, exterior floodlighting, stand seating, and the North Stand / Pavilion.

Tennis Funding Contribution

- Over the last 5 years Tennis Central has been building up an infrastructure fund – this fund currently has a balance of \$306,363. Tennis Central also has additional funds of \$528,424 (= Total of \$834,787) that can be used to assist with the initial renewal works.
- Wellington Tennis Inc. also plans to seek \$90,000 per annum from various gaming trusts to assist with the future renewal works programme.
- The project has support from Sport New Zealand, Tennis New Zealand, Sport Wellington and Capital Football.
- Refer to 'Attachment 1' to see the full proposal from Wellington Tennis Inc. and Tennis Central.

**19. Condition Assessment**

The Condition Assessment prepared by Opus is on page 67 of 'Attachment 1'. The main points of the conclusions reached by Opus International in the Condition Assessment read:

- "There is an extensive amount of deferred maintenance at the Renouf Tennis Centre. This is identified through the majority of the assets being given a rating condition of 'moderate' to 'very poor'. The exception being the Performance Training Centre assets that are in a 'good' condition which is a reflection of the building's age rather than good management practice".*
- The consequence of the above findings then reflects in the substantial amount of planned maintenance requirements in the immediate term. A few examples include the likes of roof, exterior cladding and stand seating replacements to extensive repaints of the assets, new floor linings and upgrades to the exterior lighting.*

Item 2.2

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

- *The Long Term Maintenance Plan has identified an extensive amount of deferred maintenance at the Renouf Tennis Centre. This is evident with the first two years of the plan requiring a sum of \$3m of funds. The majority of the expenditure is on the Main Building, the North Stand and the Old Pavilion Clubrooms. The replacement of the roof system is noted to all three facilities and is a major contribution in the first two years.*
- *The cumulative total of the next 15 years' expenditure at the Renouf Tennis Centre is \$6.869m. This equates to an average yearly allocation of \$457,900.*
- It is not financially possible for Wellington Tennis Inc. and /or Tennis Central Region to achieve the outcomes recommended by the Asset Maintenance Plan. They do not have sufficient enough cash reserves that will permit \$3 million of capital renewal work to occur in the next two years. Similarly, there is no likelihood of \$6.87 million being obtained over the next 15 years to complete both the capital renewal works and then complete recommended scheduled maintenance thereafter to preserve the quality of the assets.

20. **Tennis Overview**

- Tennis New Zealand is the governing body for tennis in New Zealand. There are 6 regional tennis organisations and then clubs underneath. Tennis Central Region Inc. is the regional tennis organisation for the lower North Island and is responsible for managing the Wellington Renouf Tennis Centre (and is based at the facility).
- Wellington Tennis Inc. owns the assets at the Wellington Renouf Tennis Centre.
- Wellington Tennis Inc. has 17 tennis clubs in Wellington city that are affiliated members.
- In the 2016-2017 year, Tennis New Zealand reported 34,557 club members nationally. In addition there were 24,683 casual and programme participants. There were also 60,561 primary school children participating in the 'Tennis Hot Shots' programme. More than 300,000 play tennis in New Zealand.
- For the Tennis Central Region, the corresponding figures were 5,732 club members (a decrease from 6,531 in 2015-16), and 2,679 casual participants (an increase from 2,092). Of these members 2,152 were from Wellington City.

21. **Wellington Renouf Tennis Centre Overview**

- The facility is located on 60 Brooklyn Road, Mount Cook. The site is approximately 1.7 hectares and is part of the Wellington Town Belt. Wellington Tennis Inc. has a lease to the site and the current lease is set to expire on 31 December 2019.
- The site has accommodated tennis for over 70 years. The earliest record of development of facilities at the site was in 1947/48 with the building of the Pavilion (still present), a shed and a grandstand. In 1986/87 the west stand and more substantial - north stand, were constructed. The other major development in

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.2

1987 was the construction of 4 indoor courts, changing rooms, meeting/function rooms and offices. It is understood that the outside courts were converted from grass to hard courts at the same time.

- The facility now provides 6 indoor courts and 12 outdoor courts and hosts a range of tennis activities, including:
  - Junior and senior inter-club competitions
  - Regional, national and international tournaments
  - Coaching programmes
  - Participation programmes
  - Casual use

The facility is also used by other sports groups:

- Martial arts ('Kaizan Academy' - based in north stand)
- Futsal
- Badminton (the facility has hosted a major tournament)
- Following the completion of the development works in the 1980s the facility was re-named the Wellington Renouf Tennis Centre in honour of the financial contribution of Sir Frank Renouf to the project. The Council contributed a grant of \$400,000 towards the development.
- In 2006 a 'Regional Performance Centre' was developed with two additional indoor courts. The Council contributed \$200,000 towards this facility. No further significant improvements have occurred at the site since 2006.
- From a tournament hosting perspective, retention of at least 12 courts of a similar standard is required (note: there are 12 outdoor courts at the Centre).

The improvements at the Wellington Renouf Tennis Centre are valued at \$11M (as at 30 April 2018).

Service level

Tennis Central and Wellington Tennis have established the following service level objectives for the Renouf Tennis Centre (in priority order):

1. Ensure the Centre remains safe for public use.
2. Ensure the Centre remains eligible to host national and international tournaments, which would require a minimum of 12 courts of a similar nature and surface (12 outdoor at present meets this requirement).
3. Ensure the courts remain in a condition that meets customer expectations, which includes not just the court surface, but also related aspects such as lighting.
4. Ensure other facilities directly related to the customer experience are of a suitable standard to meet customer expectation, such as changing rooms / toilets and available car parking.
5. Ensure the facility remains suitable to house the office administration requirements of Tennis Central.
6. Ensure the customer experience can be enhanced through the provision of other services that are add-ons. This would include the provision of the pro shop and the café / bar.

Item 2.2

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

7. Ensure the Pavilion (adjacent to north stand) is suitable for continued use by external hirers (currently Kaizen Karate) – note: subject to a future decision on the earthquake strength of the building.

Operating Hours:

The Centre is currently open 91 hours per week, with the daily open hours being:

- Monday 8am to 10pm
- Tuesday 8am to 10pm
- Wednesday 8am to 10pm
- Thursday 8am to 10pm
- Friday 8am to 9pm
- Saturday 8am to 6pm
- Sunday 8am to 8pm

Casual usage

Over the past four years the revenue collected from court bookings has fluctuated between \$159,190 in the twelve months to 30 April 2015 and \$183,036 in the financial year to 30 April 2017.

Court bookings (excl. GST)

- 2016-2017 revenue \$183,036
- 2015-2016 revenue \$172,636
- 2014-2015 revenue \$159,189
- 2013-2014 revenue \$176,650

Business house competitions

During the 2016-2017 financial year there were a total of 117 teams that entered Business House competitions delivered at the Centre on week nights. In addition, a further 38 teams played in Business House competitions delivered in the winter months on various weekdays. Total Business House revenue in 2016-2017 was \$55,435 (excl. GST).

Midweek interclub

In 2016/2017 a total of 35 teams competed in this week day competition with total revenue from this competition being \$17,956.

Interclub

The Centre is used extensively on weekends (in particular on Saturdays) during the summer months for the playing of junior and senior inter-club.

Tournaments

The Centre hosts a number of tournaments throughout the year.

- On an annual basis the Wellington Renouf Tennis holds 10-15 tournaments. In the period 1 May 2017 to 30 April 2018 there were 11 tournaments held, with these being:
  - Regional Performance Tournament – 68 competitors
  - Wellington Primary School Tournament – 123 competitors
  - Tecnifibre Wellington Junior Open – 111 competitors
  - Tennis New Zealand Junior Masters – 96 competitors
  - TCR Primary Schools Regional Finals – 64 competitors
  - College Sport Wellington Junior Championships – 40 competitors
  - Wellington International Tennis Federation – 140 competitors
  - Wellington Open – 56 competitors
  - College Sport Wellington Championships – 56 competitors

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.2

- Wellington Veterans Tournament – 82 competitors
- Central Region Junior Championships – 250 competitors
- 
- Other events of significance, being national tournaments, in the last three years were:
  - Tennis New Zealand National Under 16 Teams Event 2016 – 48 competitors
  - Tennis New Zealand National Under 16 Individuals Event 2016 – 123 competitors

Regional Performance Programme

Free court access is provided to players that are part of the Regional Performance Programme.

Club Use/Levy

Tennis Central Region charges each club in Wellington and Kapiti Mana a levy in relation to the Wellington Renouf Tennis Centre. This levy was introduced in 2013 to collect revenue required for roof maintenance at the Centre. The Club levy has generated an additional \$30,000 + each year since 2013/2014. This levy does provide clubs with the opportunity to access court usage at the Centre to a value equivalent to the amount of the levy contributed by their club.

Summary of Usage

In 2016/17 the courts were used for a total of approximately 11,000 hours. These figures bring use of the Wellington Renouf Tennis Centre to a rate of approximately 65%. It is generally at capacity during peak times. Weekdays are the quietest times at the Centre, although it does depend on the day of the week.

**22. Sports Hub (Sportville) Partnership Funding**

The Council approved funding criteria for the 'design and construction' of sports hubs in February 2015. Funding of \$500k per annum is allocated in the 2018-28 Long-term Plan. Key funding criteria that aligns with this proposal includes:

- The facility is identified as a major sport and recreation hub located in Wellington City  
*Comment: The Wellington Renouf Tennis Centre is the major/most significant tennis facility in the region and lower North Island. The facility is also used for Futsal, karate and for other sports/recreation activated from time to time e.g. badminton tournament*
- The new facility will improve and rationalise the sporting and recreation facilities in the area and region and generally support outdoor multipurpose sports use. It will improve community involvement and promote health and physical activity within the local and wider community

*Comment: refer comments above. The facility is needed to support tennis training, high performance coaching, competition, tournaments and casual tennis.*

Item 2.2

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

- There needs to be over 50% self-funding  
*Comment: Wellington Tennis Inc. / Tennis Central are proposing to provide over 50% of the funding as outlined in their proposal ('Attachment 1').*
- Have support from regional and national bodies  
*Comment: The funding proposal is supported by Sport New Zealand, Tennis New Zealand, Sport Wellington and Capital Football.*
- Demonstrate how the project will increase participation in sport and recreation within the community and wider region and targets the Council's strategic focus  
*Comment: Refer to above comments.*
- Demonstrate there is active memberships/involvement, as well as partnerships developed, to support the ongoing interests and commitment to financial contributions.  
*Comment: Wellington Tennis Inc. and Tennis Central are contributing to the works*
- Demonstrate how the local and wider community will be able to make use and access the facility, as well as physical accessibility for people with disabilities and other disadvantaged groups.  
*Comment: The facility is accessible. The facility is available for casual use.*

Refer to pages 1-4 'Attachment 1' for further comments by Wellington Tennis Inc. / Tennis Central in regards to alignment with the funding criteria.

Refer to 'Attachment 2' for the full criteria for the Sports Hub (Sportsville) Partnership fund.

No other funding applications have been received to the Sportsville Partnership Fund. No other funding applications are anticipated during the financial year at this point in time.

**23. Wellington City Council Financial Contribution to Tennis**

Wellington City Council currently provides support to tennis via the following:

- Tennis clubs that are situated on Council administered land receive subsidised ground rental.
- The Council owns and manages the tennis courts at Hataitai Park - these courts are used by Tennis Central / Wellington Tennis for junior interclub.
- The Council provides several other courts across the city e.g. Cog Park, Northland.
- With the exception of the recent funding provided for asset maintenance and seismic assessment reports, Wellington City Council last financially contributed to the Wellington Renouf Tennis Centre when it provided a grant of \$200,000 in 2005/06 towards the two additional indoor courts.

**24. North Stand and Pavilion**

A seismic assessment report of the North Stand and adjacent pavilion building was completed June 2018. Both structures have an earthquake rating of 35% - 40% NBS. Following the NZSEE grading scheme these buildings are classified as Grade C, which

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.2

represent a risk to occupants of between 5 to 10 times that expected for a new building, indicating a 'Medium Risk' exposure.

Wellington Tennis Inc. is still working through options with Council officers regarding the future of these two buildings.

#### 25. Risks with Not Supporting the Funding Proposal

- Wellington Tennis Inc. / Tennis Central become financially unsustainable and can no longer manage the Wellington Renouf Tennis Centre.
- Tournaments / events cannot be held (or are lost) at the Wellington Renouf Tennis Centre because of the condition of the facility.
- Decline in use of the Wellington Renouf Tennis Centre due to the poor state of the facility and poor customer experience. This would also lead to a reduction in revenue.
- Increased risk of asset failure and health and safety concerns if the capital renewal works are not undertaken.
- Renewal and reactive maintenance costs continue to increase overtime if works are not undertaken as planned.
- Key staff/Board members at Wellington Tennis and Tennis Central depart with a corresponding loss in capability and capacity of the management and governance.

#### 26. Other Risks to be Consider with Supporting this Proposal

- The North Stand and Pavilion may require future demolition. If this situation eventuates there will be a significant one-off opex cost for demolition, versus future renewals and ongoing operating costs.
- Wellington Tennis Inc. is not successful in securing \$90k per annum from gaming trusts for the capital renewal works. Phasing of the WCC investment over the next five years will enable any bids for gaming trust funding to align with WCC priorities and enable a multi-year programme of renewal works to be implemented.

#### 27. Funding Conditions

Release of the Council funding to Wellington Tennis Inc. would be subject to the following conditions:

- A detailed Funding Agreement will be developed by Officers
- A professionally costed scheme which is based on specialist advice, competitive quotations from suppliers, and input from Council Officers.
- The capital renewal works will be as per the "Service Level Maintenance Plan" option on pages 273-274 ('Attachment 1') of the funding application dated 15 August 2018. Any material changes by Wellington Tennis Inc. /Tennis Central to these identified works must be approved by the Manager Parks, Sport and Recreation, Wellington City Council.
- An appropriate operating model and detailed Asset Management Plan will be in place.



GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

- It is required that Wellington Tennis Inc. / Tennis Central will meet all regulatory and legislative requirements relating to the works.
- Wellington Tennis Inc. / Tennis Central will keep the Council informed of any material issues affecting construction of the project, including any that may delay practical completion.
- That Wellington Tennis Inc. / Tennis Central appoint a suitably qualified and experienced project manager, subject to Council approval, to assume responsibility for the overall management of the works.
- The Council having the right to inspect/audit the funded works at the Wellington Renouf Tennis Centre.
- Wellington Tennis Inc. and Tennis Central is required to acknowledge the Wellington City Council funding assistance via internal signage, where practicable on its website, and in any media releases or announcements made with respect to the facility works.
- Council funding will be released to agreed milestones.
- Wellington Tennis Inc. will be required to provide an annual report to the Wellington City Council by 30 January each year outlining the asset maintenance, renewal and improvement work undertaken during the year.

28. **Conclusion**

The Wellington Renouf Tennis Centre has largely been financially self-sufficient over the last 30 years. The existing model is one by which tennis, with the support of a range of other funders, has funded the development of this asset over time with minimal ratepayer investment.

The Centre has and will continue to deliver many important outcomes for tennis participation in our community.

Its role as a centre of national and regional significance and its alignment with our Strategic priorities presents a strong case for a grants funding investment. This funding will place the Wellington Renouf Tennis Centre on a more sustainable footing.

Given the importance of the Wellington Renouf Tennis Centre to tennis; the level of capital renewal work now required; the financial position of Wellington Tennis Inc. / Tennis Central; and when considering the level of financial assistance that Council provides to many other sports in the city; it is recommended that grant funding of \$1m is provided to Wellington Tennis Inc. over a 5 year period.

**Options**

29. Wellington Tennis Inc. / Tennis Central have presented a range of options that are outlined in their funding application of 15 August 2018 ('Attachment 1'). The preferred option ('Service Level Maintenance Plan') is considered by Officers and Wellington Tennis Inc. / Tennis Central to be the most prudent. This option deals with immediate concerns. Failure to undertake these works is likely to result in health and safety issues, escalating maintenance/renewal costs and lost patronage/revenue at the Wellington Renouf Tennis Centre.

**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018



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

Item 2.2

**Next Actions**

- Negotiate Funding Agreement with Wellington Tennis Inc.
- Review proposed capital renewal works schedule
- Confirm that Wellington Tennis Inc. / Tennis Central has all funding in place for project before releasing Wellington City Council funding
- Wellington Tennis Inc. to engage project manager
- Wellington Tennis Inc. to apply for any necessary regulatory consents
- Commence renewal/upgrade works

**Attachments**

- Attachment 1. [Wellington Tennis Inc. / Tennis Central Funding Application](#)  Page 60
- Attachment 2. [Sports Partnership Fund - Funding Criteria](#)  Page 342

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

**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

---

**SUPPORTING INFORMATION**

**Engagement and Consultation**

Officers have been discussing the capital renewal issues at the Wellington Renouf Tennis Centre with Tennis Central and Wellington Tennis Incorporated since 2016.

**Treaty of Waitangi considerations**

No Treaty of Waitangi considerations have been identified.

**Financial implications**

The financial implications are outlined in the report.

**Policy and legislative implications**

The proposal alligns with the *“Our Capital Spaces – An Open Space and Recreation Framework for Wellington: 2013-23”* :

Outcome 1 – Getting everyone active and healthy

- Action: 1.2.1 Continuing to invest in the upgrade and renewal of playing surfaces at community and sports parks

Outcome 3 – Contributing to Wellington’s outstanding quality of life

- Action: 3.3.1: Work to secure regional and national tournaments and events that use our parks, outdoor spaces and recreation facilities
- Action 3.3.2: Identify and maintain key facilities to host national and international artistic, cultural and sporting events

*Long-term Plan:* The project has alignment with the “Resilience and Environment” LTP priority.

The proposal alligns with the *“Living Well – Regional Sport and Active Recreation Planning Framework”* :

- *Participation Opportunities:* Provision of a broad range of quality sport and active recreation participation opportunities
- *Regional Sporting Success:* Develop, support and recognise sporting excellence across the region
- *Spaces and Places:* Develop a coordinated approach to providing an accessible, fit-for-purpose network of regional, spaces and places that support and encourage sport and active recreation.

**Risks / legal**

The project risks have been outlined in this report.

**Climate Change impact and considerations**

No identified impacts or considerations.

**Communications Plan**

Not required.

**Health and Safety Impact considered**

The condition survey (Opus) conducted in 2017 has identified a significant level of capital renewal work being required. If this is not addressed there could be increased health and

**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

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

Item 2.2

safety risk for people using the Wellington Renouf Tennis Centre. As outlined in this report, further investigation/option analysis is required in respect to the North Stand.

**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

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

**Item 2.1**

**2. General Business**

**BUILT HERITAGE INCENTIVE FUND ROUND 1 OF 1 2018/19  
FINANCIAL YEAR**

**Purpose**

1. The purpose of this paper is to seek the Grants sub-committee approval to allocate grants, recommended by officers, for the only round of the Built Heritage Incentive Fund (BHIF) for the 2018/19 financial year.

**Summary**

2. This is the only round of the BHIF for the 2018/19 financial year. A total of \$450,000 is available for allocation in this round.
3. Sixteen applications were received this round seeking funding of \$1,606,023. This represents an over-subscription of over 350%. The original information provided through the online applications has been made available to Councillors through the Hub dashboard.
4. Two applications were withdrawn after the round closed.
5. When assessed against BHIF eligibility criteria one application was found to be ineligible.
6. The recommendation is that a total of \$450,000 is allocated to fourteen applications received in this round. Allocations are based on the funding criteria, equitability and comparison of like requests from previous years' BHIF rounds.
7. A summary of each eligible application received is outlined in Attachment One. This includes project description, outcomes for the heritage building and commentary relating to previously allocated grants.
8. A separate paper has been prepared for Project 11 as the review of proposal contains confidential information.
9. Officers are satisfied that there are no conflicts of interest related to the applications recommended for grants.
10. A grant of \$168,500 is recommended for the proposed seismic strengthening of St John's in the City on Willis Street. This recommendation necessitates a City Strategy Committee decision as per the current delegations for this triennium.

## Item 2.1

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke**Recommendation/s**

That the Grants Subcommittee:

1. Receives the information.
2. Agrees to the allocation of Built Heritage Incentive Fund grants as recommended below:

	Project	Total Project Cost	Amount Requested	Amount eligible for funding	Amount Recommended ex GST if applicable
1	193 Rintoul Street, Assembly of God	\$322,567	\$107,522	\$316,817	decline
2	40 Hill Street, Sacred Heart Cathedral	\$145,814	\$55,285	\$55,285	\$25,000
3	94-102 & 104 Cuba Street	\$27,034,789	\$100,000	\$7,840,342	\$49,000
4	97 The Terrace	\$2,750,000	\$200,000	\$2,250,000	\$50,000
5	33 Aro Street	\$80,563	\$50,000	\$72,737	\$20,000
7	8 & 10 Egmont Street	\$64,400	\$64,400	\$64,400	\$20,000
8	20 Egmont Street	\$64,400	\$64,400	\$64,400	\$20,000
9	192 The Terrace	\$170,685	\$170,685	\$170,685	\$30,000
10	5C St Mary Street	\$43,131	\$43,131	\$18,683	\$3,000
12	52 Tarikaka Street	\$13,002	\$6,500	\$13,002	\$3,000
13	280 Lambton Quay	\$101,302	\$80,000	101,302	\$18,000
14	The Moorings, 31 Glenervie Terrace	\$17,700	\$17,700	\$17,700	\$12,500

3. Recommend to the City Strategy Committee the grant of \$168,500 for the seismic strengthening project for St John's in the City for approval as follows:

	Project	Total Project Cost	Amount Requested	Amount eligible for funding	Amount Recommended ex GST if applicable
6	170 Willis Street, St John's in the City	\$4,200,000	\$200,000	\$3,904,000	\$168,500

**Background****Funding**

11. A total of \$450,000 is available for allocation in the BHIF in the 2018/19 financial year.
12. This will be the only round in the 2018/2019 financial year.

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

Item 2.1

13. The BHIF is a key initiative of the Wellington Heritage Policy 2010. The policy states Council's "commitment to the city's built heritage to current owners, the community, visitors to the city and to future generations". The BHIF helps meet some of the costs associated with owning and caring for a heritage property.
14. During the 2012/22 Long Term Plan deliberations it was agreed that the BHIF will focus on "*on remedying earthquake prone related features or securing conservation plans / initial reports from engineers.*" Funding has been prioritised accordingly, with 85% of the allocation to seismic strengthening projects, and 15% going toward conservation projects (e.g. repairs to joinery or glazing, protective works on archaeological sites, and maintenance reports) annually.

**State of Earthquake Prone heritage buildings (as at May 2018)**

15. There are currently 155 Earthquake Prone (EQP) heritage buildings; this includes individually listed buildings and those contributing to listed heritage areas. A total of 94 heritage buildings are at some stage of seismic strengthening related work:
  - 46 are currently strengthening or have recently completed strengthening
  - 48 have completed seismic assessment, or concept plans or have developed detailed designs for seismic strengthening
  - Council has contributed \$2,370,247 of the BHIF to 42 of these projects (in prior BHIF rounds).
16. Of the 155 EQP heritage buildings there are 60 that, as far as our records show, are not undertaking seismic strengthening related work.
  - 6 are owned by Council or the Government or other organisations ineligible for BHIF funding
  - The remaining 54 buildings are in the ownership of 45 individuals who were written to in February 2018 informing them of the current BHIF round and incentives to seismically strengthen their buildings.
17. Between 2015 and February 2018 33 EQP heritage buildings were removed from the Earthquake Prone Building List, ten of these received BHIF funding for seismic strengthening.

**Funding Criteria**

18. In accordance with the current eligibility and assessment criteria the following factors are considered in determining the support of BHIF applications:
  - The risk of the heritage value diminishing if funding is not granted
  - Confidence in the proposed quality of the work/professional advice
  - Consistency of the proposal with the principles of the ICOMOS NZ Charter<sup>1</sup>
  - The project is visible and/or accessible to the public
  - The project will provide a benefit to the community.
19. Continuing on from above, consideration is then given to the following when recommending the amount of funding:
  - The value of the funding request
  - The value of the funding request when considered against the total project cost
  - Parity with similar projects in previous rounds
  - Equitable distribution in the current round

<sup>1</sup> Charter adopted by the New Zealand National Committee of the International Council on Monuments and Sites

## Item 2.1

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

- The amount of funding available for allocation.
20. There are additional allocation guidelines for conservation and seismic applications as follows:
- For conservation, repairs, maintenance or restoration works:
    - The heritage significance of the building<sup>2</sup> and how this will be affected by the work
    - If the building is on the Heritage New Zealand list
  - For seismic strengthening projects:
    - The heritage significance of the building and how this will be affected by the work.
    - If the building is on the [Heritage New Zealand list](#).
    - If the building is on the [WCC Earthquake-prone building list](#).
    - The expiry date of a s124 Notice under the Building Act 2004.
    - The building being in one of the following focus heritage areas<sup>3</sup>. Cuba Street, Courtenay Place or Newtown shopping centre heritage area.
    - If the project strengthens more than one attached building
    - The building's "importance level" (IL) as defined by Australian and New Zealand Structural Design Standard AS/NZS1170.0
    - the location of the building to a "strategic route" as defined by all roads marked in colour on District Plan Maps 33 & 34
21. To ensure funds are used appropriately, conditions may be suggested in certain circumstances should funding be approved.

**Discussion**

22. It is recommended that fourteen applicants are allocated \$450,000 from the 2018/19 BHIF. The applications recommended for funding have provided the necessary information and meet the criteria for the fund.
23. The Officer panel (consisting of Heritage, Funding, Place Planning and Building Resilience Officers) have assessed the fifteen eligible applications received against the current priority and stated criteria (Attachment Two). Assessment summaries are included at Attachment One.
24. Not all applications were recommended grants of the total amount requested. When assessed against the criteria outlined in paragraphs 16-18 above, allocations are considered to be equitable across those received in this round, equivalent to grants awarded in previous rounds of the BHIF and within the funding levels provided for in the 2018/19 Annual Plan. Officers have confidence that where the total amount of funding requested is not granted, applicants will be able to source the difference and projects will still be completed.
25. A separate paper has been prepared for Project 11 as the review of proposal contains confidential information.
26. A grant of \$168,500 is recommended for the proposed seismic strengthening of St John's in the City on Willis Street. This recommendation necessitates a City Strategy Committee decision as per the current delegations for this triennium.

<sup>2</sup> The Council has assessed all heritage buildings and a heritage inventory report is available from the Heritage Team.

<sup>3</sup> This focus is based on high numbers of earthquake prone buildings in one heritage area as well as the levels of traffic that occur in these areas



**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

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

**Item 2.1**

**Options**

27. The Grants Subcommittee are asked to approve the Officers' recommendations on funding allocations as above.

**Next Actions**

28. Successful applicants have 18 months from the decision date to undertake the work and provide evidence of completion to Officers before the allocated funding is paid out.

**Attachments**

- Attachment 1. Assessment Summaries [↓](#)  Page 13  
Attachment 2. Fund Criteria [↓](#)  Page 41

Author	Judy Ryan, Senior Heritage Advisor
Authoriser	Mark Lindsay, Heritage Manager Anna Harley, Manager City Design & Place Planning David Chick, Chief City Planner

Item 2.1

GRANTS SUBCOMMITTEE  
19 SEPTEMBER 2018

Absolutely Positively  
Wellington City Council  
Me Heke Ki Pōneke

**SUPPORTING INFORMATION**

Engagement and Consultation  
Not applicable

Treaty of Waitangi considerations  
Not applicable

Financial implications  
The recommended allocations for this round of the BHIF are within the funding levels provided for in the 2018/19 Annual Plan.

Policy and legislative implications  
The Built Heritage Incentive Fund is a key initiative of the Wellington Heritage Policy 2010.

Risks / legal  
Officers are satisfied that there are no conflicts of interest regarding recommendations for funding in this round of the BHIF.

There is a low risk that the awarding of a grant to Project 12 may be considered double dipping.

Climate Change impact and considerations  
Not applicable

Communications Plan  
A press release is created on the day Committee makes its decision on funding applications.

Health and Safety Impact considered  
Not applicable.

Project 6	St John's 170 Willis Street
Applicant	St John 's in the City
Project:	Earthquake strengthening of church building
Total project cost	\$4,200,000
Amount requested	\$200,000
Amount eligible for funding	\$3,904,000
Recommended Grant ex GST if applicable	\$168,500
Previous Grants	No previous grants



**Building Information**

- District Plan Individually Listed Building: Map 16, reference 350
- St John's Church has architectural and aesthetic significance as one of the city's finest remaining 19th century churches.
- The church is sited on a prominent elevated site on the corner of Dixon and Willis Streets and is a landmark building in Wellington particularly for the magnificent church spire that continues to dominate the streetscape despite the proliferation of modern high-rise buildings nearby.
- St John's Church is notable as one of a group of three major timber Gothic churches designed by an important 19th century Wellington architect, Thomas Turnbull, that still stand in central Wellington. St John's Church is also part of the St John's Presbyterian Church Heritage Area that includes Spink's Cottage (circa 1860), a significant early Wellington house.
- St John's is the most historically significant of Wellington's Presbyterian churches and has been used for worship by generations of Wellingtonians, including former prime ministers, mayors and other notables.
- Although the church has had many alterations and additions, these have been sympathetically designed and the main elements have survived in authentic form.
- Heritage NZ Category I

*This report is officer advice only. Refer to minutes of the meeting for decision.*

**GRANTS SUBCOMMITTEE**  
19 SEPTEMBER 2018

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

13

<b>The Issue</b>	<p>The building was issued a notice under section 124 of the Building Act 2004. The notice signifies that the building is earthquake prone as its seismic performance, based on engineering advice, falls below 34% of the NBS.</p> <p>The proposal is to bring the building up to 70% NBS which would then allow normal use of the building throughout the week. Currently usage is restricted to reduce risk of harm.</p> <p>The strengthening will preserve the historic features and look of the building as is appropriate for a Category 1 historic building built in 1886, as well as enabling more frequent use and protecting both the lives of those using it and the building itself. The specific work involves tying the main body of the church to its foundations and buttresses; strengthening the Choir loft and organ with steel bracing and plywood and strengthening the towers so that they do not move relative to the rest of the building.</p>
<b>Review of proposal</b>	<p>This work is scheduled to begin in October and be completed by July 2019. This application is for undertaking the seismic strengthening work. Due to the timing of the project this is likely to be the only application for seismic funding for this project.</p>
<b>Recommendation</b>	<p>The project is supported from a heritage and building resilience perspective. The proposed work fits with the seismic strengthening component of the BHIF. Previous grants for similar works include:</p> <ul style="list-style-type: none"> <li>• \$200,000 St Mary of the Angels seismic strengthening November 2015 (plus \$100,000 for additional strengthening work December 2016)</li> <li>• \$100,000 T G McCarthy Building 54-56,58-60 Cuba Street seismic strengthening April 2017</li> </ul>
<b>BHIF Outcome</b>	<p>The grant will:</p> <ul style="list-style-type: none"> <li>• Acknowledge the heritage values of this individually listed heritage building.</li> <li>• Acknowledge the additional costs associated with maintaining a heritage building.</li> <li>• Contribute to removing this building from Council's list of Earthquake Prone Buildings</li> </ul>
<b>Additional BHIF condition(s)</b>	<p>Release of funds is subject to:</p> <ul style="list-style-type: none"> <li>• A BHIF sign to be supplied by WCC is affixed prominently to the front of the building or site throughout the duration of the works</li> <li>• WCC Heritage Team's onsite inspection of works</li> <li>• Code of Compliance Certificate is issued by WCC for seismic strengthening</li> </ul>

*This report is officer advice only. Refer to minutes of the meeting for decision.*





---

### 3. Public Excluded

#### Recommendation

That the City Strategy Committee:

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

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 Public Excluded Report of the Finance, Audit and Risk Management Subcommittee Meeting of 18 September 2018	<p>7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>7(2)(d) The withholding of the information is necessary to avoid prejudice to measures protecting the health and safety of members of the public.</p>	<p>s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>