**Pacific Advisory Group Minutes**

**Wednesday 9 May 2018, 6.00pm – 8.00pm**

**Wellington City Council, 101 Wakefield St, Committee Room 1**

**Members:** Sai Lealea, Kira Hundleby, Aseri Kua, Ofania Ikiua, Ilisapeti Pouvalu, Sunia Foliaki, Jocelyn Kua (Deputy Chair), Anne Allen-Moetaua, Samson Samasoni (Chair), Alvin Mitikulena, Merio Marsters

**Councillors:** Cr Dawson

**Staff:** Angela Sopp, Kane Patena

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|  | **Welcome and prayer**  Cr Dawson provided the prayer | **6.00pm** |
|  | **Apologies**  Apology for arriving late received from Lisa.  Apology for leaving early received from Kira.  No apology received from Mino Cleverley. | **6.05pm** |
|  | **Confirmation of April 2018 meeting Minutes and Matters Arising**  Minutes for April meeting were confirmed (moved Sai, seconded Sunia.  Update about Pacific Staff stocktake and staff network: HR have responded that while ethnicity data does not currently accurately reflect the diversity of staff in Council moves are afoot to make improvements to how this data is collected in a newly developed Diversity and Inclusion strategy about to be rolled out. No active Pacific Staff Network at the moment.  Action: Democracy Services to arrange for HR to attend a PAG meeting about Diversity and Inclusion strategy and other workforce planning initiatives. Democracy Services will also arrange for a briefing about Council moving buildings.  Pacific Language Week promotions: a range of activities will be planned throughout the year. Just looking at funding options.  Action: Democracy Services to look into possible ELT sponsorship.  Funding workshop update: The funding workshop with Generosity NZ will be held on Wednesday 6 June at Wellington City Council. Registrations are likely to reach 50 or possibly more. PAG catering budget will be used. Generosity NZ will come and check out the room and their requirements the week before.  Action: Democracy Services to arrange catering and contact Generosity NZ about checking out the venue and their requirements.  PAG appointment process: Democracy Services is moving forward with the development of an appointment process to fill the Samoan, Tuvaluan and Micronesia positions. A draft process will be provided to the Chair/Deputy and Cr Dawson for input and then the process will be rolled out by Democracy Services.  Action: Democracy Services to draft process and ask for input from chair/Deputy/Cr dawson. | **6.10pm** |
|  | **Councillor and ELT Update**  Cr Dawson explained that LTP oral hearings and forums will be held next week. He also talked through the recent Public Places Bylaw Review which concentrated on freedom camping and cigarette litter. He also talked about the review of the Smokefree Action Plan, Kane also provided some commentary about the importance of this piece of work. Cr Dawson advised that another Councillor will replace Deputy Mayor Day who has conflicting commitments when PAG meets. Lastly, Cr Dawson advised PAG that Victoria University had met with Councillors for an update (similar to that given to PAG) on plans for the Fale. | **6.25pm** |
|  | **PAG Annual Reports – progress update**  **(PAG annual report for 2016/17 due June 2018, PAG annual report for 2017/18 due June 2019)**  Democracy Services asked that the draft annual report be done by 14 June so that it can go to the CSC meeting on the 21 June.  Action: Democracy Services to email through a copy of a previous year for reference.Alvin, Merio and Sai will draft the report. | **6.30pm** |
|  | **LTP Submission**  LTP submission update: 4% of all submissions received so far are from Pacific communities. A significant increase on previous years.  Action: Chair to draft PAG submission over the weekend and will distribute to members for comment before submitting ahead of Tuesday 15 May deadline. | **6.45pm** |
|  | **Action Plan Updates**  Arts and Culture: no update  Health and Wellbeing: Sunia and Alvin talked through the document provided – they note that housing is a priority area in the LTP but for Pacific Communities a more holistic approach to wellbeing is needed (although housing is very important) Issues such as homelessness and overcrowding was also of critical importance – not just the housing stock availability and its quality.  Action: MBIE is scheduled to speak with PAG about housing at the July meeting. PAG may consider doing a workshop on housing for the community that would bring together a number of organisations. Democracy Services has requested WCC officers working on housing policy and initiative to come to PAG to discuss – if PAG members could provide questions and topics about what their interests are this would help focus the discussion. Public health and Community welfare officers could also be scheduled to attend a PAG meeting.  Economic development: Sai provided a quick update that he was getting in touch with the Pacific Business Trust and was looking at who he would like to talk to in Council (transport , major projects etc). There was also a discussion about Pacific interns working at Council and opportunities for this to happen (including through the Pathways to Employment scheme done through HR). The Chair talked about a possible Bus Tour that was being organised where a group of Paciifc Uni students will spend the day visiting different workplaces around the city – this could include WCC. This is scheduled for October.  Action: Follow up with Kane/Nicola (ELT) to see if this can be arranged.  Governance: The Chair provided an update that the WCC Policy and Strategy team is keen to adopt the Ministry of Pacific People’s Pacific Policy Framework and will begin training in how to use it in July. If WCC adopts this tool , it will be the first local authority to do so. This is a significant contribution to ensuring policy development in WCC considers the Pacific perspective in all its work.  Action: Kane and Cr Dawson will discuss whether to take this to Council.  Youth: Jocelyn and Ofania provided the update. Preparations for the Pacific student afternoon tea with the Deputy Mayor are now advancing. The date is being set and invitations will go out shortly. Language week activities and promotional material is being developed with a youth focus.  Communication: Chair provided an update about the first e-newsletter for PAG which will go out hopefully on Friday. | **7.00pm** |
|  | **Other Matters**  PAG Forum: there was a discussion about whether PAG wanted to host a Forum as it had in previous years. In some years attendance had been poor and there were mixed sentiment about whether the forums had provided much benefit. An alternative suggestion is to do a series of themed workshops instead such as the funding workshop in June and a possible housing workshop later in the year.  Taking meetings out into the community: consideration is being given to venues and which groups to approach to see if there was interest in attending.  Kane also suggested that the PAG work programme could be supported by officers working with PAG on the action plans for each focus area and to monitor progress.  Action: Further discussion about arranging a forum or a series of workshops | **7.40pm** |
|  | **Closing and prayer**  Merio provided the closing prayer | **8.00pm** |