**Pacific Advisory Group Minutes**

**Wednesday 13 June 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, Mino Cleverley, Ilisapeti Pouvalu, Sunia Foliaki

**Councillors:** Cr Dawson, Cr Free

**Staff:** Crispian Franklin, Kane Patena

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|  | **Welcome and introductions & Prayer** | **6.00pm** |
|  | **Apologies**  Mino Cleverley, Ofania Ikinua for early departure and Cr Free for non-attendance. | **6.05pm** |
|  | **Confirmation of May 2018 meeting Minutes & Matters Arising**  Moved: Sai Seconded: Jocelyn  **Update on Samoan Language Week activities**  Ofania provided update on Samoa language activities.  **Drafting of the 2016/17 annual report**  Postponed to August City Strategy Committee meeting.  **Action:** Sai, Alvin and Merio to provide update on annual report at next meeting  **Pacific staff update**  **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:**  **Action:** Democracy Services to look into possible ELT sponsorship  **Economic development:**  Sai has met with Pacific Business Trust. Samson met separately with the PBT CEO.  **Action:** Follow up with Kane/Nicola (ELT) for Sai and Economic development sub-committee to meet appropriate officials within council.  **Policy Team working with Ministry for Pacific Peoples**  Samson provided update that MPP has met with WCC Policy team and Kapasa training is being planned for July.  **Action:** Kane and Cr Dawson will discuss when the potential Kapasa adoption will be taken to Council. | **6.10pm** |
|  | **Councillors Update**  - apology from Cr Free  - LTP deliberations and submissions – line-by-line decision on LTP and to be sign-off by Council at its 27 June 2018 meeting.  - At the City Strategy Committee, Council is adopting the Te Reo policy document- significant move forward for the city. Housing Strategy and Action Plan to be discussed at the next City Strategy Committee meeting as part of the consultation process of the LTP – Wellington Housing Affordability Measure (WHAM).  - Joint Transport working group – Public Transport meet regularly – rollout of bus timetable 15 July | **6.25pm** |
|  | **Public participation –Dr Ramona Tiatia and Kerry Dalton, CEO, Citizens Advice Bureau (CAB)**  Dr Ramona and Kerry provided an update on the role of CAB and services that it provides to society across the country.  Both reiterated the need to improve and increase its engagement with PAG.  Kerry emphasised on the press release noting that Council and CAB are working together and have a productive relationship and are looking forward to its future partnership.  Discussion ensued around data collected for last 10 years as part of CAB’s transformation process as a digital organisation.  - Top issues for Pacific clients – citizenship, immigration, rental housing, budgeting, IRD, death, work, law enforcement  - need for more Pacific people volunteer in CAB  PAG welcomed Council decision to continue CAB funding, while reviewing ongoing support.  **Action:** Agreed to establish closer working relationship between PAG and Wellington CABs re issues of concern to Wellington’s Pacific communities. |  |
|  | **Update on PAG appointment process – Crispian Franklin**  - Updated the group on the appointment process.  - Angela to schedule interview dates after the shortlisting process  **Action:** Democracy Services to schedule interviews for PAG Chair & Deputy Chair, Democracy Services for prospective new members | **6.35pm** |
|  | **Debrief on PAG funding workshop last week**  **-** 86 people registered and 51 attended  - Positive feedback from attendees and opportunity for people to network. Good PAG attendance.  - diverse range of people and ethnicities  **- Learning:** : church organisations not following protocol and are being de-registered by Charities Services as not complying with rules. Will need training for Pacific organisations.  - special thanks to Helena and Democracy Services for organising the workshop.  - input will be helpful for next year’s process.  **Action:** Chair and Deputy Chair to hold debriefing session with Generosity NZ | **6.45pm** |
|  | **Discussion about hosting possible housing workshop hosted by PAG for Wellington’s Pacific Communities**  Discussion ensued around:  - availability of houses especially rental houses  - suitability of houses e.g warm houses, WOF, not fit for purpose  - pacific lens on housing issues  - home ownership  - student leasing  - types of houses – units or houses  - profile of housing tenants  Workshop planning discussion:   * 1 day workshop (not full day) * Targeted approach + broad spectrum * Need to focus discussion to attract greater attendance * Need to be clear who the target audience is and how to engage effectively with what people want from this workshop e.g. marketed as Home ownership forum would attract wider audience * Focus on education programme: * What it will look like? * How to achieve this * Provide Pacific people with tools   **Action:** Health & Wellbeing Subcommittee to report back at the next meeting and frame it along 3 pertinent questions, potential solutions, objectives and target engagement group. | **7.00pm** |
|  | **Action Plan Updates**  The Chair thanked sub-committees who had uploaded updates to the Dropbox: Communications, Governance, Youth and Arts & Culture  **Youth Sub Committee (Ofania)**  - Wellington Secondary school meeting the Mayor afternoon tea 21 June  - Digital tech on (school space – Porirua Region)  - Porirua College – implementing 3D design into school curriculum  - Language week  **Arts & Culture Sub-Committee (Kira)**   * Updated the group re Multicultural Wellington – Project partner with Police College. Powhiri for new recruits and dinner function with diverse community (to be held on 16 August)   **Governance Sub-Committee (Jocelyn)**   * Outcome of funding workshop already discussed * Long-term plan update – 60 people responded and had a face-to-face discussion. * The Policy team will be discussing the Pacific Policy framework – July planning session   **Communications Sub Committee (Samson)**   * Newsletter went out to 270 people – positive feedback * Good traffic in Facebook   **Economic Development Sub-Committee (Sai)**   * Liaison with Pacific Business Trust already discussed * Funding workshop and copy of the draft action plan to Generosity NZ   **Health & Wellbeing/Social Sub-Committee (Anne)**   * No update. * Focus on housing issue. | **7.20pm** |
|  | **Other Matters**  PAG to work with Charities Services to raise issues across its communities around complying with rules or risk being de-registered.  Sai updated the group on the review of Charities Act and its terms of reference and also noted that they require specific representation to the reference group.  Kane updated the group on the Wellington Pacific Business Awards – Council will be looking at option to sponsor the Supreme Business Award. This will promote PAG and Council brand. | **7.50pm** |
|  | **Closing and prayer** | **7.52pm** |