
ORDINARY MEETING

OF

GOVERNANCE, FINANCE AND PLANNING COMMITTEE

AGENDA

Time: 9.15am
Date: Thursday, 25 August 2016
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

MEMBERSHIP

Mayor Wade-Brown
Councillor Ahipene-Mercer
Councillor Coughlan
Councillor Eagle
Councillor Foster
Councillor Free
Councillor Lee
Councillor Lester (Chair)
Councillor Marsh
Councillor Pannett
Councillor Peck
Councillor Ritchie
Councillor Sparrow
Councillor Woolf
Councillor Young

Have your say!

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

AREA OF FOCUS

The Governance, Finance and Planning Committee is responsible for long-term planning, setting the strategic direction for the city, agreeing outcomes, priorities, performance frameworks and annual budgets. The Committee is responsible for the long-term plan, annual plan, annual report, and quarterly reports. The Committee also makes sure residents are kept informed about what the Council is doing, are able to have their say, and feel confident that their views count.

Quorum: 8 members

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

1.1 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.

1.2 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.

1.3 Confirmation of Minutes

The minutes of the meetings held on 21 March 2016 and 1 June 2016 will be put to the Governance, Finance and Planning Committee for confirmation.

1.4 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.

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 Governance, Finance and Planning Committee.

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.

Minor Matters relating to the General Business of the Governance, Finance and Planning Committee.

No resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Governance, Finance and Planning Committee for further discussion.

2. General Business

ACCESSIBILITY ADVISORY GROUP ANNUAL REPORT

Purpose

1. To report on the work and achievements of the Accessibility Advisory Group over the 2015 period.
2. To indicate the alignment of the groups future work with the Accessible Wellington Action Plan

Summary

3. The Accessibility Advisory Group has produced its Annual Report covering the period April – December 2015, which is attached as Attachment 1.
4. The group has provided advice on a range of matters and has begun signalling matters of interest for its future work programme.

Recommendations

That the Governance, Finance and Planning Committee:

1. Receive the information.
2. Note the work and achievements of the Accessibility Advisory Group in the period April 2015 to December 2015.

Background

5. The purpose of the Accessibility Advisory (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.

Discussion

6. The AAG's Annual Report is attached as Attachment 1.
7. The AAG is pleased to see a change in how they are engaged with by officers, with a significant trend toward early engagement that allows for the incorporation of their advice. It should be noted that this trend should continue to allow for AAG to remain effective and add value to WCC's policies, plans and procedures.
8. The approved work programme is attached as Appendix 2 of the AAG Annual Report, which also includes the names of members and attendance statistics (see Appendix 1).

Next Actions

9. AAG will continue to advise WCC on relevant matters provided such advice is sought in a manner that allows for effective incorporation of such advice.
10. AAG will continue to move toward a more lateral working method, where advice and principles are developed as required to better assist WCC officers in forming plans, policies and procedures.
11. AAG will align its work programme through the Accessible Wellington Action Plan

Attachments

Attachment 1. Accessibility Advisory Group 2015 Annual Report

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Author	James Mather, Governance Advisor
Authoriser	Kane Patena, Director Governance and Assurance

SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

N/A

AAG Annual report for 2015

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Reporting Structure

This report covers the period April 2015 to December 2015, as per the letter of Agreement. It should be noted that this period is shorter than previous reporting periods, and as such the full measure of AAG's contributions for the 2015 year are not captured.

Purpose

The purpose of the Accessibility Advisory (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.

The AAG will not be seen as representing all views on accessibility in the city.

Membership

The AAG has eight members and one vacancy which will be advertised on the completion of a WCC internal restructuring. The names of current AAG members and of ex-members who have left the AAG since the 2014 Annual Report are provided in Appendix One.

Contribution to Council activities

The Accessibility Advisory Group (AAG) has made a clear and tangible contribution to the activities of Wellington City Council in the year from April 2015 – December 2015. The Group provided advice and recommendations across a wide range of topics including urban development projects, transport improvements, social housing investments, accessible documentation and Council strategies policies and processes.

- Accessibility Forum planning took place.
- Comments were submitted on Social Housing Service Policy Review to Council officers.
- AAG gave feedback on the pictorial emergency response information to the Community Services team.
- AAG met with Charles and Orencio (WCC Network Traffic Engineers) to discuss mobility parking. AAG noted there is not a strategy or programme to proactively identify the need for mobility parking (AAG discussed this in the April 2016 meeting).

- The Active Activists presented their proposals for improving the intersection of Abel Smith and Cuba Streets to the Transport and Urban Development Committee on 21 May. Officers were directed to work with the Active Activists to develop advice for the Committee.
- Accessibility Forum took place.
- AAG highlighted accessibility issues in the Parks, Sports and Recreation space.
- Masons Lane session was held with WCC Urban Design.
- Social Strategy development was discussed – AAG identified as a key stakeholder.
- Cr. Foster met with AAG to discuss transport strategy and direction.
- Hydrotherapy pool was discussed.
- Jenny Rains gave overview of accessibility actions within the Council including:
 - The City Housing upgrade project.
 - The Accessible Wellington Map.
 - Reconfiguring of the Otari Wilton Bush Curator’s house to become the Leonard Cockayne Centre - The centre now has accessibility built into all the facilities.
 - Embedding accessibility into strategic planning – more detail in full minutes.
 - Installation of accessible water fountains.
 - More mobility parks installed.
 - Inter-Islander Ferries have partnered with WCC and have put City Mobility signage in all of their ferries.

- ○ Partnered with the Halberg Trust to provide a beach wheelchair.
- ○ WCC & Barrier Free have developed a web guide to assist in integrating accessibility into building upgrades and maintenance.
- □ Johnsonville Library development – AAG consulted on what expectations they have for the development. Australian design standards to be used (superior to NZ code?).
- □ Street Audits - Councillor Foster confirmed that Council would look at the recommendations from the audit and would explain any reasons for not being able to undertake the work.
- □ AAG submission on Island Bay cycleway.
- □ Introduction of Emerge internship programme; Emerge has been having conversation with the Council HR.
- □ Introduced the forward work programme.
- □ Terms of reference between City Housing and the AAG with regards to barrier free access.
- □ Tammy Mullins, City Housing and her team, presented to the group regarding city Housing and how AAG can work together on upcoming projects.
- □ Tristram tabled the Health Passport document.
- □ Wellington Railway Station Community Street Review tabled.

AAG would like to see development in the Council's consideration of AAG advice. As per the 2014 terms of reference, officers are required to report back on how "advice was considered, and whether or not officers and Councillors chose to act on that advice". This would reduce the instances of

token engagement, and highlight the importance of accessibility in policy and planning matters.

Doing so would further strengthen the relationship between AAG and Council, and help to develop a more accessible city that all can benefit from.

Accessibility of "The Attic" at the Wellington Museum

During the Report year the AAG provided input on the design, accessibility and development of The Attic at the Wellington Museum. The Museum project team incorporated as many accessible features as possible. Their attitude, accessibility awareness and openness to suggestions was exemplary, and stood out as the best interaction we experienced during the year. Recently we toured the final project. The AAG was extremely pleased with the level of accessibility in the final outcome and nominated the project for an accessibility award.

Mobility Parking

Mobility parking was a key focus of the group this year. The availability, location and design of mobility parking impacts a wide range of people. The accessibility and availability of mobility parking is often crucial in determining whether people living with an impairment can participate in the community. The AAG is conscious that the Council's mobility parking policy is due for review. We have therefore been engaging with a wide range of Council staff to ensure that, when the review takes place the outcome represents a tangible improvement. Currently some mobility parks are not consistent with the council design specifications, which limit their accessibility (e.g. no ramps or dysfunctional ramps). The AAG has been working with Council staff to raise awareness about the need for

accessible design in mobility parking.

The Statistics NZ National Disability Survey 2013 has highlighted the growing number of Wellington people with mobility impairments is increasing and the Council will need a proactive strategy.

The current WCC mobility parking process involves consulting AAG on proposals and considering their advice. Adoption of strict best practice guidelines that have been agreed to by the community would result in a more efficient and effective long-term mobility parking strategy.

AAG have highlighted to council that cross-department collaboration would go a long way to addressing present accessibility issues in the transport sphere. A non-silo approach to these issues would go a long way toward achieving the universal design standards recommended by AAG.

Accessibility Action Plan

The AAG notes that the Accessibility Action Plan has expired. We are passionate about seeing a new action plan being developed. We have been reassured that this will take place in 2016. We look forward to being closely involved in the development of the new action plan. We see the Action Plan as the cornerstone of the Council's commitment to improve accessibility for all in our vision of "the coolest little *accessible* capital".

Over 25% of the Wellington population has an accessibility issue. This number grows as we experience an ever growing ageing population. A renewed, and fit for purpose accessible action plan is vital for Wellington's population to experience an inclusive city.

The Accessible Wellington Action Plan is currently being redeveloped, and AAG's work programme should align and be focused through this living document.

Challenges of Council restructuring

2015 was not without some challenges. Ongoing staff restructuring caused a number of delays in our activities. In some cases, this limited our effectiveness and ability to have a positive impact on the Council's activities. AAG are pleased that permanent staff are now employed to facilitate and support the contribution of the AAG to Council.

AAG would like to reiterate their support for the employment of a full time Senior Accessibility Advisor.

Cycleways

The AAG would also like its advice on the installation of cycle ways to be considered more carefully. The ultimate outcome of the Island Bay Cycleway has diminished accessibility of the area. We support the aim of improving cycle safety and believe that with more mindful design, both accessibility and cycle safety can be enhanced. In particular, positioning parking against the kerb with adequate ramp and shared cycle and pedestrian paths is our preferred option for improving cycle safety and accessibility.

Accessible documentation

Despite AAG's continuing efforts and inputs, accessible documentation continues to be an issue within Council. Comprehensive guides on accessible documentation & accessible events, presentations and venues have been made available to Council officers. It is the recommendation of AAG that these guidelines become standard within Council culture to enable public engagement and participation. Retrofitting documents for accessibility purposes is ineffective, and can cause frustration for both users and producers. Documents (and all distributable Council information) should be built to be accessible from the ground up for all to benefit.

AAG would like to note that this document follows best practice guidelines.

The Accessibility Forum

Council and AAG partnered together to provide an annual platform for people with disabilities to be able to make recommendations to the Council on how to improve accessibility issues.

Planning for the Forum took place in April and the event took place on 19 June. The theme was "Engaging with the Council: Modes and Mechanisms". Items on the programme included: an update on the Council's accessibility work and the provision of information about how to get problems fixed and how to influence decisions; the implications for Wellington of the findings from the 2013 Disability Survey; and a presentation about the AAG and its work.

About 50 people attended and raised items for discussion including mobility parking and parking fees, and being able to access information on the Council website.

The Forum was reviewed later in the month. It was assessed as a success because it helped the AAG and Council connect with the wider community and provided the WCC with some focus on accessibility issues.

Members want to progress the suggestion that the Council adopt the UN Convention on the Rights of Persons with Disabilities when the Accessible Wellington Action Plan is revised.

Thanks

We would like to thank Councillor David Lee, Councillor Malcom Sparrow, the Mayor and Council staff for their effort and support throughout the year.

Activities related to the agreed work programme

The following list outlines our activities related to the Council's agreed work programme attached as Appendix Two

- Urban Landscape & Open Spaces Projects:

The Council is undertaking a number of landscape projects as part of its Urban Growth Plan for the benefit of residents and visitors. In keeping with past practice, the Council would like to work with AAG to ensure the projects take into account the needs of people with impairments.

Related AAG activities:

- Masons Lane session was held with WCC Urban Design.
- AAG highlighted accessibility issues in the Parks, Sports and Recreation space.

- Transport:

The Council working on a range of transport projects this year. The Council is also looking at how it can ensure better compliance around the use of mobility parking in the city.

Related AAG activities:

- AAG met with WCC Network Traffic Engineers to discuss mobility parking.
- Supported The Active Activists to present their proposals for improving the intersection of Abel Smith and Cuba Streets to the Transport and Urban Development Committee.
- Cr Foster met with AAG to discuss transport strategy and direction.

- Worked with Cr Foster to co-ordinate a street audit with members of the community.

- **Policies and Plans:**
The Council will be developing and reviewing key policies and plans over the course of the year. It will work with AAG members to develop, communicate and elicit feedback from the accessibility community.

Related AAG activities:

- Social Housing Service Policy Review.
- Pictorial Emergency Response.
- AAG identified as a key stakeholder Social Strategy development.
- Johnsonville Library development.
- Terms of reference between City Housing and the AAG with regards to barrier free access.
- AAG and City Housing identified ways to work together on upcoming projects.

- **Submissions on notable matters:**
Central and local government will be seeking submissions on various issues throughout the year. AAG may choose to write submissions on these matters.
 - AAG submission on the Long Term Plan (LTP).
 - AAG submission on Island Bay cycleway.

Appendix 1: Membership

Membership as of December 2015:

- Alan Royal.
- Amanda Cameron (since resigned as of 26/04/2016).
- Christine O’Sullivan.
- Christine Richardson.
- Julia Aguilar.
- Lee Rutene (Co-Chair as of end of reporting period).
- Michael Bealing (Co-Chair as of end of reporting period).
- Tim Pate.
- Tristram Ingham.

Members resigned since 2014 Annual Report:

- Paula Booth.

Attendance Statistics:

- Alan Royal 2/2 (100%).
- Amanda Cameron 2/2 (100%).
- Christine O’Sullivan 7/8 (87.5%).
- Christine Richardson 7/8 (87.5%).
- Julia Aguilar 7/8 (87.5%).
- Lee Rutene 6/8 (75%).
- Michael Bealing 8/8 (100%).
- Tim Pate 7/8 (87.5%).
- Tristram Ingham 7/8 (87.5%).

Appendix 2: Work Programme Confirmation

27 October 2015

File ref:

Michael Bealing

Chair – Accessibility Advisory Group
Wellington City Council
101 Wakefield Street, PO Box 2199
WELLINGTON 6140

Dear Michael

**Re: Letter proposing the 2016 Work Programme for the Accessibility
Advisory Group (AAG)**

Purpose of this letter

I am writing to you as the Chair of the AAG to clarify the Council's priorities and outline Council's expectations for the AAG for the period January – December 2016. The AAG is part of Council and I know that your group wants to contribute in the best possible way to our City. This letter will help focus the work of the group so that Council officers can engage with AAG at an early stage and in an effective way.

AAG's work over the next 12 months

Council recently finalised its 2015-25 Long Term Plan (LTP). It is important that the work of your advisory group aligns with the priorities of the LTP.

We want you to bring your experience as a group to help solve problems and find solutions for the work streams below. This is consistent with your

group having deeper and more-ongoing involvement with the work-streams of greatest priority to the City.

The following table reflects how we think the AAG can add greatest value to the Council's forward work programme and takes account of feedback made during the AAG meeting held on 25 August 2015, where the Council forward work programme was discussed. The specific programme and meeting agendas will be set separately.

Work Programme priorities	AAG input
<p>Urban Landscape & Open Spaces Projects:</p> <p>The Council is undertaking a number of landscape projects as part of its Urban Growth Plan for the benefit of residents and visitors. In keeping with past practice, the Council would like to work with AAG to ensure the projects take into account the needs of people with impairments</p>	<p>Work with officers to provide input into projects including, but not limited to the Alex Moore Park Multisport Facility based on members' experience of living in Wellington</p>
<p>Transport:</p> <p>The Council working on a range of transport projects this year. The Council is also looking at how it can ensure better compliance around the use of mobility parking in the city</p>	<p>Work with officers to provide input into transport projects such as the review of the on street parking policy and support the Council to ensure compliance around the use of on street parking, including mobility parks</p>
<p>Policies and Plans:</p> <p>The Council will be developing and reviewing key policies and plans over the course of the year. It will work with AAG members to develop, communicate and elicit feedback from the accessibility community</p>	<p>Work with officers to develop, communicate and elicit feedback on key policies and plans including (but not limited to) Accessibility Action Plan, playgrounds policy, social strategy, resilience strategy, earthquake prone strategy and economic development strategy</p>
<p>Submissions on notable matters:</p> <p>Central and local government will be seeking submissions on various issues throughout the year. AAG may choose to write submissions on these matters</p>	<p>AAG to develop and write their own submissions on matters of interest, including the 2016/17 Annual Plan</p>

As part of Council's wider engagement, the Council will also consult with other groups on the issues that we bring to AAG. Furthermore, the above list does not preclude the AAG from having input into other Council projects and policies as these become apparent during the year. Such items can be considered by AAG with the agreement of the Chair and the Council Liaison Officer.

In addition I note that local government elections will occur in the 2016 calendar year. I would encourage AAG to use its channels to promote its network members to vote in the upcoming local government elections.

Meeting to discuss and agree the work programme

I will attend your meeting of 27 October to discuss the content of this draft work programme. At that meeting we can discuss your priorities and the suggested work-streams outlined in this letter, with an aim of being able to finalise the letter at your meeting of 24 November 2015.

Work Programme Reporting

The AAG reported to the Governance, Finance and Planning Committee on 30 April 2015. The report covered the period January 2014 to March 2015. So that we can move to a position where the annual reports for all advisory groups cover a calendar year, I propose that this year's report covers the period April 2015 to December 2015. That report should be presented to the Committee by 30 June 2016. In subsequent years the AAG annual report will cover the period January to December.

I look forward to hearing from you.

Yours sincerely

Gunther Wild
Manager, Policy & Reporting
Ph: (04) 8038594
Email: gunther.wild@wcc.govt.nz

YOUTH COUNCIL ANNUAL REPORT 2015

Purpose

1. To report on the work and achievements of the Youth Council in 2015.

Summary

2. Under the Terms of Reference Youth Council is required to publically report to GFP. The Annual Report which covers the period March – December 2015

Recommendations

That the Governance, Finance and Planning Committee:

1. Receive the information.
2. Acknowledge the contribution and work of the Youth Council.

Background

3. The Wellington City Youth Council's purpose is to:
 - Assist and advise the [Wellington] City Council on how to help grow a great City where young people thrive and contribute to the City Council's priorities,
 - Bring extra insight to Council (a youth perspective) to solve problems facing a changing world, and;
 - Develop the capabilities of its members (including leadership and engaging wider youth).

Discussion

4. The Annual Report is attached as Attachment 1. It details the achievements and work of the Youth Council for the period March - December 2015.

Next Actions

5. Youth Council will now be seeking to develop their ongoing work programme, with a view to continue their advisory function as well as increase youth engagement.

Attachments

Attachment 1. Youth Council 2015 Annual Report

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Author	James Mather, Governance Advisor
Authoriser	Kane Patena, Director Governance and Assurance

SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

N/A

Wellington City Youth Council

Annual Report for the Period March – December 2015

Purpose

The Wellington City Youth Council's purpose is to:

- Assist and advise the [Wellington] City Council on how to help grow a great City where young people thrive and contribute to the City Council's priorities,
- Bring extra insight to Council (a youth perspective) to solve problems facing a changing world, and
- Develop the capabilities of its members (including leadership and engaging wider youth).

Annual Work Programme

The Youth Council carried out a process, starting 29 April 2015, to plan for the year ahead (covered in this Annual Report), and to plan for where the Youth Council would like to see the Youth Council be in 10 years' time. Rod Baxter from the Wellington Boys' and Girls' Institute (BGI) came for 2 of our 3 sessions to provide guidance around long term planning and goal setting. Simon Wright, former Senior Advisor of Consultation and Engagement at Wellington City Council, provided guidance around the Council's 2015 Work Programme, and from there, the Youth Council set out its' priorities for the remainder of 2015.

The Youth Council also participated in the first Joint Letter of Agreement process between the Wellington City Council and the Youth Council, to ensure effective communication and collaboration between the two organisations, and to make sure that the City Council got the best advice from the Youth Council on Council policy about, or concerning, young people. The agreed copy of the Joint Letter of Agreement is attached to this document as Appendix 1.

The following table is the Youth Council's obligations under the Joint Letter of Agreement, and whether or not they were completed, and to what extent.

Member Development	Completed. Attend youth engagement conferences such as the Lower North Island Youth Council Conference and Resilient Wellington Launch Conference, and all members participated in long-term goal setting for the Youth Council. New members also participated in a mock submission process as part of the induction to Youth
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1

	Council.
Long Term Plan	Submitted in favour of the proposals in the 2015-25 Long Term Plan
Urban Growth Plan	Submitted in favour of the proposals of the Urban Growth Plan in the 2015-25 Long Term Plan
Policies and Plans	Completed. Policies submitted on mentioned in this report.

Recruitment and Induction

Following the resignations of eight Youth Councilors in early 2015, the Youth Council held a formal recruitment process between May and July 2015, following the procedures set out in the Terms of Reference, to bring the Youth Council’s membership to 20. The Youth Council agreed to a targeted recruitment strategy, to ensure a diverse range of members, and the Youth Council received 20 applications. After taking the candidates through a mock workshop based on the City Council’s draft Climate Change Action Plan, the Chair, Deputy Chair, and Liaison Officer shortlisted the candidates in order to make the interviewing process much more concise. Interviews took place in Committee Room 2 in the Council offices, and the Chair, Deputy Chair, and Liaison Officer all took part in the interviewing, as well as former Deputy Chair and current member, Sean Johnson, who filled for the Chair when she was absent. Based on the candidates’ performance in the interviews and the mock workshop, the Chair, Deputy Chair, and Liaison Officer, appointed 8 new members to the Youth Council.

Following the recruitment process, the Youth Council held an induction process, which had existing Youth Council members lead groups of new members, and prepare a mock submission on the draft Climate Change Action Plan. Once the submission was completed, the new Youth Council members presented their submissions orally to a mock Council panel, including the Chair, Deputy Chair, Moana Mackey, Cr Woolf, Jack Marshall and Sean Johnson.

Youth Council Alumni Society

As part of the discussions with the Governance, Finance and Planning Committee of the Wellington City Council, at the presentation of the 2014 Youth Council Annual Report, the Youth Council agreed to form an Alumni Society to enlist former Youth Council members to continue their contribution to young people in Wellington.

Policies and Plans

The Youth Council formally submitted, both in written form and orally, on six policies and plans proposed by the City Council and Parliament. These submissions were required to be submitted on as a condition of the Joint Letter of Agreement between the Youth Council and the City Council. The submissions are outlined below, with a brief explanation of the Youth Council's position.

2015-25 Long Term Plan

The Youth Council took a critical part in the deliberations on the 2015-2025 Long Term Plan, and was pleased with the opportunity to submit on the final proposals. The Youth Council was largely in support of the proposals and principles of focussing Council investment on projects aimed at growing the local economy. Issues that the Youth Council raised through its' submission were support for a civics education centre on Site 9 of the Waterfront, and the need to secure a long-haul air carrier if the airport runway extension was to be a success. The Youth Council also submitted in favour of the Urban Growth Plan and Waterfront Development Plan along with its submission on the Long Term Plan.

Mt Victoria Master Plan

The Youth Council submitted in support of the strategic direction of the Mt Victoria Master Plan, and strongly supported recommendations to increase the scope of recreational activities available, expand community engagement, and work towards native regeneration and, in certain places, build separate walking and cycling trails. The Youth Council also made additional recommendations to expand the lower speed initiative in Alexandra Road to surrounding areas, preserve car access to Mt Victoria, and look at lighting improvements around the summit area and Alexandra Road.

Gambling Policy

The Youth Council welcomed the opportunity to submit on the Gambling Policy. We were greatly concerned about the devastating impact gambling can have on many families, and did not wish to live in a community where gamblers are exploited. As such, we urged the Council to adopt policies to restrict the number of gambling machines in Wellington. This included supporting policies to cap the number of pokie machines, not allow new machines to be implemented, and restricting the number of gambling machines in low socio-economic areas. We also noted, however, that harmful gambling can easily occur online, in a space outside of Council's ambit. Nonetheless, we made our views known to Council through this submission.

Town Belt Bill

The Youth Council was privileged to speak to Parliament's Local Government and Environment Select Committee on the Wellington Town Belt Bill, supported by Wellington Central MP, Grant Robertson. The Youth Council supported mainly in favour of the proposed bill, but wanted to

ensure future infrastructural development on the Town Belt was minimal, and not subject to the Public Works Act. Three Youth Councilors orally submitted to the Select Committee, and received wide spread praise from MPs on their presentation. It was an amazing experience for the Youth Council to present to Parliament.

Member Development

As set out in the Youth Council's Terms of Reference, one of the purposes of the Youth Councils is to develop the capabilities of its members (including leadership and engaging wider youth). One of the major forms of member development in 2015 was the Youth Council's attendance at the Lower North Island Youth Council Conference, held in Levin. Members that attend the conference developed skills in relationships, submission writing, public speaking, and group work.

New Youth Councillors took part in a mock submission process as part of the Youth Council's induction programme, while incumbent Youth Councillors ran the process, helping new members with writing the submissions, and preparing them for the oral presentations to a panel of mock Councillors. Both new and existing members of the Youth Council gained various skills from this process, including leadership, public speaking, and submission writing, all key skills for any Youth Councillor.

In 2016, the Youth Council will undertake a professional development programme for all members to develop skills and training necessary for being a Youth Councillor, and for the future. Topics will include team work, recruitment, event management, meeting etiquette, and leadership.

Issues to Consider

The Youth Council experienced various issues with meeting attendance and communication outside of meetings. Many Youth Councillors were not attending meetings and not apologising, a requirement of the Youth Council's Terms of Reference. However, following a series of meetings between the Chair and Deputy Chair and Democratic Services staff, the Youth Council decided to adopt its' own Attendance Policy. This policy was unanimously approved by the Youth Council, and sets out expectations of member's participation on Youth Council, during and outside of meetings.

The Youth Councils also wishes to note the transition period from Consultation and Engagement into Democratic Services. While the Youth Council did experience minor challenges with the prolonged absence of a Governance Advisor, the transition went very well, and thanks Council staff for their support during this period.

Acknowledgments

The author of this report wishes to thank the Youth Council's Governance Advisor, James Mather, for his overwhelming support of the author during the drafting of this report. The author wishes to thank the 2016 Chair and Deputy Chair, Siobhan Davies and Melissa Gibson, for their support of the author and their outstanding leadership they show as Chair and Deputy Chair of the Youth Council.

The Youth Council wishes to thank those Council staff who helped with the Youth Council in 2015, including Simon Wright, Helen Walker, Fiona Lewis, Kate Irvine, and James Mather, for their contribution to the Youth Council during this time period. The Youth Council also wishes to thank Councillor Simon Woolf for his continued advocacy of the Youth Council in the public and Council domains, as well as all Councillors for supporting the Youth Council.

The Youth Council looks forward to presenting this Annual Report to the Governance, Finance and Planning Committee on the 25th of August 2016.

Yours sincerely,

Ollie Michie

Member of the Wellington City Youth Council

Author of the 2015 Youth Council Annual Report

Appendix 1 – Summary of Meetings

Youth Council – Annual Report

The 2016 Annual Report covers the period March 2015 – December 2015, as per letter of agreement. The report is due to be presented to committee by **30th June 2016**.

March 2015

Submission on Local Government Reform

- The YC's submission on the reform of local government in the Wellington region was submitted to the Local Government Commission. The YC has requested an oral submission (occurred 2nd April).

Child Friendly Cities Forum

- Anya, Erin, Sebastian and Tim reported on the Forum. Anya has a follow up meeting regarding 'constitutional education'. The reason for this new area of school study is that many young people do not like social studies.

Election of Chair and Deputy-Chair

- Siobhan was elected to the position of Chair and Ollie to the position of Deputy Chair

Social Housing Submission

- Work began, not submitted (as per April notes)

April 2015

Victoria Street Upgrade

- Richard Galloway went through the latest plans for the Victoria Street upgrade and noted how the Youth Council's input had been used.

Mount Victoria Master Plan

- Submission made by Grace and Sebastian

Annual Report Presentation

- Jack M, Sean, Siobhan and Ollie presented

New Zealand Flag consultation

- Anya, Tim, Jack C-H, Naimh, Jack M, Grace and Justina went to the early engagement meeting for the New Zealand Flag project on 7 April.

May 2015

Draft Gambling Policy

- Brittany, Daisy, Grace, Jack C-H and Siobhan formed a working group to develop a YC submission by 22 May on the draft Gambling Policy.

-

YC recruitment

- Ollie moved that the Youth Council follow a targeted recruitment programme as proposed in a meeting briefing paper. Siobhan seconded this motion and it was passed

Waterfront Plan 2015-18 submission

- A copy of the ratified Waterfront Plan 2015-2018 submission was circulated.

Draft Cycling Framework

- Sebastian, Jack M, Grace, Ollie and Timothy formed a working group to develop a YC submission by 29 May on the draft Cycling Framework. Sebastian will lead the working group.

June 2015

Climate Change Action Plan review workshop

- Workshop held on the upcoming review of the WCC's Climate Change Action Plan 2013 (CCAP)

July 2015

Youth Week

Held and was a success;

Positives from the YC Youth Week events included:

- Further developed relationships with other youth groups
- The relationship with the WCC Community Services provided additional expertise and resources
- The lunchtime performances and events were well received and raised the profile of the YC in the WCC and on Facebook
- The YC's workshop was well organised

Alumni Society Established

- Simon Wright as first honorary member
- Merged the working group with the Youth Council History Group

August 2015

- Quiet month; Family Function, Practicing submissions

September 2015

Youth Conference

- The 2015 Lower North Island Youth Councils' Conference is being held in Levin on Tuesday 29 September. There was a high level of interest in attending and Helen distributed registration forms. Kate will take a car with 3 or 4 passengers and Helen will advise of any other arrangements that the Council can help with such as sending a second car.

Town Belt

- Jack Marshall advised the Youth Council that Parliament's Local Government and Environment Select Committee is currently reviewing the Town Belt Bill. He suggested the Youth Council should put together a working group to review the proposed Bill and draft a submission on behalf of the Youth Council. The Town Belt Bill's submission deadline is 29 October.
- The following members nominated themselves for the Town Belt Bill working party: Jack Marshall, Sean Johnson, Sebastian Klinkum, Cameron Wright, Petelo Leaupepe, Ollie Michie and Teri O'Neill. Sebastian will lead the working group.

Social Housing

- Morgan Watkins will be travelling to Europe in 2016 and has offered to go on a 'fact finding mission' to find out how Europe house their students and is there any ideas that the Youth Council can utilise for Wellington students

October 2015

Biodiversity Strategy

- The Youth Council proposed setting up a working group in November or December to consider what involvement they might have.

Access Radio

- There was some discussion about the invitation from Access Radio to make a radio programme. Access Radio was open to suggestions. A number of youth councillors are interested and it was agreed to set up a working group: Teri, Jack C-H, Ollie, Sophie, Jack M, Justina and Sean. Jack C-H to be the lead
- Jack will discuss with a member of the Communications Team any risks or issues associated with this.

Professional Development

- YC brainstormed here; Topics could include event management; recruitment; submission writing; facilitation and chair training. The Ministry of Youth Development and the City Council HR team are keen to support and assist.

Appendix 1 – Letter of Agreement

Chair – Wellington Youth Council
Wellington City Council
101 Wakefield Street, PO Box 2199
WELLINGTON 6140

Dear Chair

Re: Letter setting the Work Programme for the Wellington Youth Council (WYC)

Purpose of this letter

I am writing to you as the Chair to clarify the Council's priorities and outline Council's expectations for the Youth Council over the next 12 months.

The WYC is part of Council and I know that your group wants to contribute in the best possible way to our City. This letter will help focus the work of the group so that Council officers can engage with you at an early stage and in an effective way.

WYC's work over the next 12 months

The City Council recently finalised its Annual Plan (AP) and is working on developing the 2015-25 Long Term Plan (LTP). It is important that the work of your advisory group aligns with the priorities of the AP and LTP.

We want you to bring your experience as a group to help solve problems and find solutions for the work streams below. This is consistent with your group having deeper and more-ongoing involvement with the work-streams of greatest priority to the City.

Key AP and LTP priorities	ERG input
<p>Member development: A key purpose of the Youth Council is to develop the capabilities of its members; including leadership and engaging wider youth. Council will facilitate the participation of members in development opportunities as they arise.</p>	<p>Work with officers to participate in the Rotary Young Leaders event, the Local NZ workshop being organised with the McGuinness Institute, regional youth council workshops and other relevant events and training throughout the year.</p>
<p>2015-25 Long-term Plan: The Council is developing its plan for the next ten years. As part of this work it is wanting to engage with young people in Wellington on its future direction and key projects that the Council is wanting to progress.</p>	<p>Work with officers to develop and deliver activities to engage young people in the 2015-25 long-term Plan.</p>
<p>Urban Growth Plan: The Urban Growth Plan will inform Council's focus and investment in urban development and transport as part of the LTP. It brings together and links the strategic approach to, and key projects in, these areas.</p>	<p>Work with officers to increase public and stakeholder understanding of the Plan. Work with officers to develop and implement key strategies and projects as part of the Plan such as our approach to public transport and projects such as the redevelopment of Victoria Street.</p>
<p>Policies and Plans: The Council will be developing and reviewing key</p>	<p>Work with officers to develop, communicate and elicit feedback on key policies and plans including the</p>

policies and plans over the course of the year. It will work with WYC members to develop, communicate and elicit feedback from the community on those pieces of work most relevant to young people.	Psychoactive Substances Policy, the South Coast management Plan and the Suburban Reserves Management Plan
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As part of Council's wider engagement, the Council will also consult with other groups on the issues that we bring to WYC. Furthermore, the above list does not preclude the WYC from having input into other Council projects and policies as these become apparent during the year. Such items can be considered by WYC with the agreement of the Chair and the Council Liaison Officer.

Additional information on how we see WYC operating is set out in the Terms of Reference.

Meeting to discuss and agree the work programme

Once you have discussed the priorities and suggested work-streams outlined in this letter with the other members of your group, we would like to finalise and begin working on the programme with you. Please contact me with your response to this letter by Wednesday 22 October 2014.

I look forward to hearing from you.

Yours sincerely

Martin Rodgers
Manager, Research, Consultation & Planning

PACIFIC ADVISORY GROUP ANNUAL REPORT 2015

Purpose

1. To report on the work and achievements of the Wellington City Council Pacific Advisory Group (PAG) for the period June – December 2015.

Summary

2. Under the Terms of Reference PAG is required to publically report to a Council Committee within the last four months of each financial year. The Pacific Advisory Group has produced their Annual Report covering the period June 2015 to December 2015 (see Attachment 1).

Recommendations

That the Governance, Finance and Planning Committee:

1. Receive the information.
2. Acknowledge the work and achievements of PAG in the 2015 year

Background

3. The Wellington City Council Pacific Advisory Group (PAG) was established in 2003 to strengthen the relationship between the Council and Pacific people from Wellington's seven main Pacific nations (Samoa, Cook Islands, Tonga, Fiji, Niue, Tokelau and Tuvalu).
4. PAG is also tasked with:
 - Advising 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.

Discussion

5. The Annual Report is attached as Attachment 1. It contains details of the achievements for the period of June 2015 to December 2015 and the challenges that lay ahead.
6. Appendix 1 contains the Work Programme and Appendix 2 contains the members attendance statistics.

Next Actions

7. PAG will now begin planning their ongoing work focus for the year ahead.

Attachments

Attachment 1. Pacific Island Advisory Group 2015 Annual Report

Page 44

Author	James Mather, Governance Advisor
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Authoriser	Kane Patena, Director Governance and Assurance
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SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

N/A

PACIFIC ADVISORY GROUP

June 2015 – December 2015
Annual Report

*Tālofa lava, Taloha ni, Bula Vinaka, Kia Orana,
Mālo e lelei, Fakalofa lahi atu and Warm Pacific Greetings from
the Pacific Advisory Group.*

Purpose

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.

Group Composition

The Pacific Advisory Group (PAG) consists of 15 members from 8 Pacific Island communities. Membership demonstrates the diversity of Pacific peoples as a multi ethnic group residing in Wellington.

PAG Members as at December 2015

Samoa

Anthony Leapepe
Ida Faiumu-Isa'ako (Deputy Chair)
Meremine Auelua

Fiji

Ledua Taucilagi
Sai Lealea (Chair)

Cook Islands

Kimi Higginson
Merio Marsters

Tuvalu

[vacancy]

Tonga

Alapeta Faletau
Rev. Siofilisi Latu Ta'ufo'ou

Melanesia

Leina Isno

Niue

Dr Alvin Mitikulena
Nicole Rex

Micronesia

[vacancy]

Tokelau

Herbert Bartley
Sharon Samasoni

Council appointed members

Councillor Paul Eagle
Councillor Sarah Free

Reporting Structure

Please note that this Annual report covers a smaller timespan than previous reports, due to WCC restructures. As such PAG's contributions for the 2015 year are not fully captured.

Membership and Meetings

The Pacific Advisory Group is currently carrying vacancies for a Tuvalu, and Micronesian representative on PAG.

Under the Terms of Reference review in 2014, positions for a Melanesian and Micronesian representative were added. The aim of this was to provide a Melanesian and Micronesian voice to the diversity of PAG. PAG invited Leina Isno from the Vanuatu community to represent the Melanesian community.

The Pacific Advisory Group met each month within the reporting period. The agendas and minutes of these meetings have been uploaded to the Wellington City Council's website.

The meetings have been well attended and member's contributions have been valuable.

Annual Work Programme

The Annual Work Programme sets out the priority work areas for the year that Council seeks involvement and early engagement from PAG.

As part of the 2014 Terms of Reference Review, a new process of agreeing a work programme between officers and the Pacific Advisory Group was instituted (see Appendix One).

PAG has contributed to those key priority areas as well as assisting Council on other policies and projects as they have arisen. PAG are pleased with this new process which has given good direction to the work of PAG and we look forward to reviewing and setting the new priority areas for the next year of work.

Activity

As well as the regular monthly meetings, PAG activity from June 2015 to December 2015 has varied from the public events, community initiatives, to contributions to Council consultations.

PAG also provides the opportunity to discuss issues and topics relevant to Pacific communities. The meetings also allow members to receive presentations from outside groups keen to engage PAG and their communities. Major events and activities in Pacific communities are also able to be tabled and shared by members during the meetings.

Pasifika Forum:

The Pacific Forum was an event for the Pacific community of Wellington City. It was to showcase the services of Wellington City Council. The Forum took place on the 16th September at the Ioane Vito Centre in Newtown. Around 40-50 people attended the forum.

The biggest issue of the evening was housing which was discussed by all attendees before breaking out into smaller areas.

PAG was tasked with inviting their communities to the Forum.

A summary of the topics covered during the Forum included the following:

- Housing Pacific Peoples (large group): (Anthony), Ledua, Alapeta, Leina
- Better Council Services for Pasifika/Governance: (Herbert), Merio, Kimi
- Opportunities in Economic Development/Arts and Culture: (Ida), Sai, Siofillisi, Silika
- Youth Engagement: (Sharon), Meremine, Nicole

The organising of the Forum and the objectives required greater clarity. As objectives were not set there may have been some confusion around what the forum was actually for. Having an objective or set of goals would have contributed to more tangible outcomes.

While some council staffing roles had to be explained, their attendance in good numbers, led by the Chief Executive Officer, were appreciated especially in responding to questions and queries from the community.

Led by the Mayor, it was also pleasing to have Council support at the Forum.

The smaller workshops generated some good discussions and feedback but it could also have benefited from better clarity.

Recommendations for 2016:

The venue and the catering from the Ioane Vito centre were well received by the community.

The content of the Pacific Forum requires more development, so that the Pacific community can achieve tangible outcomes and benefits for both Pacific people and the Council.

The 2016 Forum should clearly state whom it is targeted at and for what reason.

PAG would like to advise Council on the objectives and goals, but ultimately it is a council event.

Staff supporting levels should reflect this in both development and attendance on the night.

PAG are looking forward to formalising the working relationship with Council to help deliver success in 2016.

Pasifika Festival

PAG has set up a Pasifika Festival Subcommittee to start the discussion around the 2016 Festival and identify lessons from last year and previous year's festivals. PAG would like to ensure:

- There is a good balance between cultural activities;
- An ability to showcase Pacific identity; and
- The promotion of those elements in today's contemporary and diverse environment.

More input by PAG into the organisation and planning of the Festival is also to be explored as part of the discussion.

PAG has indicated they wish to have full control of the festival by 2017, given that the Pasifika name and identity is associated with it.

Several meetings were held between PAG and Council officers to advise on the Forum structure and content.

Issues highlighted included;

- Too contemporary, drifting from an authentic celebration of the Pacific
- Layout of the festival stalls and stage
- Content of advertisements & their authenticity
- Media channels used to promote the event
- Theme of the event
- Stall fees
- Date & timing of the event
- Clarity of event purpose
- Role of PAG in organising the event

The fundamental issue that needs to be resolved going forward is:

- Is it a Pacific festival run by Pacific for Pacific communities and the Wellington public?

PAG would like to see this addressed by Council.

Provision of Advice

During this period of reporting, PAG provided feedback, assistance and advice to the following:

- Housing
 - PAG members led by Anthony Leaupepe provided a submission to Council and supported Pacific tenants take up their cases during the rent review of Council flats. The recent housing crisis has prompted PAG to expand its scope of support to include support for families who are faced with social issues including housing affordability. Anthony Leaupepe and few other members of the PAG Group had been advocating for affordable housing for low income families in Wellington. Five Pacific families who are members of the union received eviction notices from Wellington City Council. After several meetings with Council officials all notices were cancelled. Council officials also attended a meeting with tenants who are members of the Pacific Island community to discuss issues on rent increase.

- Pacific Patrol
 - PAG promoted the programme at the Pasifika Festival and urged their community to support and register for the programme.

- Living Wage
 - PAG members supported the drive to place Council staff on a living wage, especially Pasifika staff working at Council.

- Pacific Language Weeks
 - PAG members contributed to their Language Week Programmes and facilitated support from Council via the provision of venues for some of the activities.

- Central Government Pacific Programmes and Strategies
 - Various Pacific staff from central government agencies sought input from PAG on their Pasifika strategies and programmes and tabled the interest in engaging with Wellington Pasifika communities for the future as well as participating at the Pasifika Festival.

- Vanuatu Cyclone Relief
 - PAG members supported fundraising efforts undertaken for the Vanuatu Cyclone relief and plans are underway to engage with the NZ Red Cross for educating Pasifika communities on disaster relief management and fundraising for future natural disasters in New Zealand and the Pacific.

Aspirations and challenges for the year ahead

Overview:

PAG wants to add value and feel pride by being able to contribute to the shaping of relevant Council events and policies. To this end, PAG is keen to table ideas for consideration by Council staff on ways to provide Pacific perspectives into policy development and implementation as well as in engaging with Pasifika communities.

Pacific Translation work – council information being accessible to the Pacific community is integral to Pacific engagement with Council and its services. PAG is tasked with promoting Pacific language and culture; as such translation of certain council documents would go a long way to achieving this. PAG members are available to help Council in understanding Pacific culture.

Branding of the Pasifika Festival;

PAG should be consulted.

PAG appreciate council's efforts to promote the event, but feel that authenticity and value could be added by listening to and seeking input from PAG.

Pasifika Fale:

PAG continues to advocate and explore how this dream can be realised in partnership with the Council. As a first step, PAG would like to promote having a feasibility study undertaken to assess the viability of such a venture in adding value to the economic, cultural and social prospects of the Wellington City. Identifying partners for the project would also be a useful step in promoting it.

Pacific Councillor:

PAG identifies that Pasifika representation in Council is of great importance; a Pacific Councillor is a long term goal for PAG.

Executive Leadership Team (ELT) Member attending PAG meetings

To work more effectively with Council, PAG would like the opportunity to engage directly with senior executives of the Council during its meetings especially over key topics of interest to them.

Advisors note: Greg Orchard has been appointed to PAG (2016)

Remuneration

PAG are seeking an increase in the meeting fees to be on par with other Pacific advisory groups around the country.

Council Support to Advisory Groups

There is a need for a continuation of stable advisory support for PAG from Council to ensure continuity and close ongoing engagement.

Pacific Forum:

Engagement with our Pacific communities is important in the work that PAG produces. PAG members are disappointed there has been no opportunity for Council to engage directly with their communities to provide two way feedback on work by Council in promoting Pacific communities. It is hoped there will be opportunity for this in the new financial year.

Acknowledgements

The PAG has valued the continued contribution of Councillors Eagle and Free to its work and deliberations. Both have been strong advocates and allies over a number of issues considered by PAG during the year.

The PAG has valued the continued support and services provided by Council Officers in the past year.

The PAG would also like to acknowledge those Councillors and Council Officers who seek to encourage greater participation of the Pacific Advisory Group, and Pasifika people in the decision-making process of Council. Our work would not have been possible without their support and commitment in the last year.

Appendix One: Annual Work Programme 2015

Chair – Pacific Advisory Group
Wellington City Council
101 Wakefield Street, PO Box 2199
WELLINGTON 6140

Dear Chair

Re: Letter setting the Work Programme for the Pacific Advisory Group (PAG)

Purpose of this letter

I am writing to you as the Chair to clarify the Council's priorities and outline Council's expectations for your Advisory Group over the next 12 months.

The PAG is part of Council and I know that your group wants to contribute in the best possible way to our City. This letter will help focus the work of the group so that Council officers can engage with you at an early stage and in an effective way.

PAG's work over the next 12 months

The City Council recently finalised its Annual Plan (AP) and is working on developing the 2015-25 Long Term Plan (LTP). It is important that the work of your advisory group aligns with the priorities of the AP and LTP.

We want you to bring your experience as a group to help solve problems and find solutions for the work streams below. This is consistent with your group having deeper and more-ongoing involvement with the work-streams of greatest priority to the City

Key AP and LTP priorities	PAG input
<p>Communications: The Council wishes to maintain effective two-way communication with Pacific communities. It would like to work with PAG to promote Council services, opportunities to participate in Council decision-making and Council-related board opportunities to potential Pacific candidates.</p>	<p>Work with officers to update Council's database of contacts within Pacific communities including media and community organisations through which Council can distribute information.</p>
<p>Arts & Culture: The Council's Arts & Culture Strategy supports the development and promotion of Pasifika arts & cultural experiences, particularly contemporary arts activities. The annual Pasifika Festival provides an important platform to nurture and showcase Pacific Island arts and culture in Wellington.</p>	<p>Work with officers to ensure participation in the Festival from diverse Pasifika communities. Actively work with officers to extend the range of activities taking place as part of the Festival including a combined church service. In addition, work with officers to develop and promote activities related to Pacific language weeks, e.g. displays and activities within Council libraries.</p>
<p>Community well-being: The Council is wanting to increase utilisation of its existing services and facilities, particularly its recreation facilities. It also wants to ensure its policies take into account the needs of Wellington's diverse communities.</p>	<p>Work with officers to develop and promote opportunities for Pasifika communities to increase their awareness and use of Council's recreation facilities. Provide a Pacific perspective and input into relevant Council policies including the review of its Housing Policy.</p>
<p>Work placement opportunities: The Council is developing a secondment /placement programme to provide people with an opportunity to work at Council and to broaden our</p>	<p>Work with officers to develop and promote work placement opportunities at Council for Pasifika people.</p>

talent base.	
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As part of Council's wider engagement, the Council will also consult with other groups on the issues that we bring to PAG. Furthermore, the above list does not preclude the PAG from having input into other Council projects and policies as these become apparent during the year. Such items can be considered by PAG with the agreement of the Chair and the Council Liaison Officer. Additional information on how we see PAG operating is set out in the Terms of Reference.

Meeting to discuss and agree the work programme

Once you have discussed the priorities and suggested work-streams outlined in this letter with the other members of your group, we would like to finalise and begin working on the programme with you.

Please contact me with your response to this letter by Wednesday 15 October 2014.

I look forward to hearing from you.

Yours sincerely

Martin Rodgers
Manager, Research, Consultation & Planning

Appendix Two: Individual Meeting Attendance

Name	Number of Meetings	Attended	% Attendance
Alapeta Faletau	6	4	66.6%
Alvin Mitikulena	6	5	83.3%
Anthony Leaupepe	6	6	100%
Herbert Bartley	6	5	83.3%
Ida Faiumu-Isa'ako	6	5	83.3%
Kimi Higginson	6	5	83.3%
Ledua Taucilagi	6	4	66.6%
Leina Isno	6	5	83.3%
Meremine Auelua	6	5	83.3%
Merio Marsters	6	5	83.3%
Nicole Rex	6	4	66.6%
Sai Lealea (Chair)	6	6	100%
Sharon Samasoni	6	5	83.3%
Siofilisi Taifo'ou	6	4	66.6%