

HUTT CITY COUNCILKOMITI HAPORI AHUREA ME NGĀ RANGAPŪ  
COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

Minutes of a meeting held in the Council Chambers,  
2nd Floor, 30 Laings Road, Lower Hutt on  
**Wednesday 1 May 2024 commencing at 2:00 pm**

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**PRESENT:**

Cr K Brown (Chair)	Mayor C Barry (from 2:09pm)
Cr G Barratt	Cr J Briggs
Deputy Mayor T Lewis	Cr K Morgan (Deputy Chair)
Cr C Parkin	Cr N Shaw
Cr G Tupou (until 2:58pm)	

**APOLOGIES:** Mayor C Barry was an apology for lateness.

**IN ATTENDANCE:**

A Blackshaw, Director Neighbourhoods and Communities  
J Griffiths, Director Strategy and Engagement (part meeting)  
J Kingsbury, Director Economy and Development (part meeting)  
K Butler-Hare, Tumuaki Māori (part meeting)  
L Moananu, Head of Connected Communities (part meeting)  
R Hardie, Head of Strategy and Policy (part meeting)  
K Chitham, Head of Arts and Culture (part meeting)  
A Nelson, Head of Parks and Reserves (part meeting)  
B Gall, Community Facilitator (part meeting)  
B Arif, Welcoming Communities Coordinator (part meeting)  
S Bascand, Acting Head of Engagement (part meeting)  
C McKenzie, Senior Advisor – Communications and Engagement (part meeting)  
A Robinson, Emergency Management Lead (part meeting)  
A Quinn, Project Manager – Naenae (attended via Zoom)  
K Stannard, Head of Democratic Services (part meeting)  
Rachel Houlbrooke, Policy Lead (part meeting)  
Holly Houpapa, Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori. (part meeting)  
M Richardson, Senior Project Manager (part meeting)  
S King, Neighbourhood Facilitator (part meeting)  
J Kilty, Democracy Advisor  
Judy Randall, Democracy Advisor

## PUBLIC BUSINESS

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

<p>Kia tau ngā manaakitanga a te mea ngaro ki runga ki tēnā, ki tēnā o tātou Kia mahea te hua mākihikihi kia toi te kupu, toi te mana, toi te aroha, toi te Reo Māori kia tūturu, ka whakamaua kia tīna! Tīna! Hui e, Tāiki e!</p>	<p><i>Let the strength and life force of our ancestors Be with each and every one of us Freeing our path from obstruction So that our words, spiritual power, love, and language are upheld; Permanently fixed, established, and understood! Forward together!</i></p>
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### 2. APOLOGIES

RESOLVED: (Cr Brown/Cr Barratt)

**Minute No. CCPC 24201**

*"That the apology for lateness received from Mayor Barry be accepted."*

### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

Mayor Barry joined the meeting at 2:09pm.

### 4. CONFLICT OF INTEREST DECLARATIONS

Cr Briggs declared a conflict of interest in relation to item 6) Private Use of Public Land (Leases), and took no part in discussion or voting on the matter.

## PRECEDENCE OF BUSINESS

Pursuant to Standing Order 10.4, the Chair accorded precedence to items 8) Neighbourhoods and Communities Focus Area – Ethnic and Migrant Community, and item 6) Private Use of Public Land (Leases).

The items are recorded in the order in which they are listed in the order paper.

**5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL - 28 May 2024**

Approval of the Arts and Culture Framework

The Head of Arts and Culture elaborated on the report.

In response to questions from members, the Head of Arts and Culture stated that the table of documents at the end of the report guided and provided processes for Council teams and business units to work together. He noted that moving forward, Council's Arts and Culture team would provide better insight and co-ordination across all projects to ensure successful implementation. He said this would also ensure all parts of the process were followed rigorously. He added that the team would work with business units to determine what is and is not working to ensure successful inter-departmental collaboration.

In response to further questions from a member, the Head of Arts and Culture advised that the table of documents at the end of the report contained documents for the commissioning of new works, including a document for proposals from the public.

<b>RECOMMENDED:</b> (Cr Brown/Cr Morgan)	<b>Minute No. CCPC 24202</b>
<i>"That the Committee recommends that Council:</i>	
<i>(1) notes that on 28 February 2024, the Communities, Culture and Partnerships Committee considered a draft Arts and Culture Framework;</i>	
<i>(2) approves the final Arts and Culture Framework attached as Appendix 1 to the report;</i>	
<i>(3) notes that the Arts and Culture Framework will replace the Arts and Culture Policy 2016-2021;</i>	
<i>(4) notes that guidelines associated with the Arts and Culture Framework are being developed, including the commissioning of public art and Kaupapa Māori design principles and</i>	
<i>(5) notes the draft Guiding Principles for Public Art and Infrastructure Projects attached at Appendix 2 and provide any feedback to officers."</i>	

## 6. PRIVATE USE OF PUBLIC LAND (LEASES)

Report No. CCPC2024/2/94 by the Head of Parks and Reserves

Speaking under public comment, **Barbara Hay**, on behalf of Arohanui Strings, outlined the positive impacts on local children and the wider community. She said that the organisation could fully fund the move and cover the costs associated with their business. She added there would be a request for an extension of the building to utilise the space further. She noted the building could be utilised by other groups and that hireage fees could be minimal to cover maintenance and upkeep costs. She further stated that there was no issue regarding sponsorship due to Arohanui Strings' connections with local businesses.

Speaking under public comment, **Tash Thompson** from the Naenae Boxing Academy (the academy) advised with the new facilities, the academy would be able to collaborate with nearby sports organisations. She said the space could be used by other sports organisations where weather or space impeded their activities. She stated that the academy had been financially self-sufficient since 2006. She noted that the academy had 140 local children on its waitlist.

Cr Briggs declared a conflict of interest and took no part in discussion or voting on the matter and left the table.

The Head of Parks and Reserves elaborated on the report.

In response to questions from members, the Head of Parks and Reserves advised that the organisations intended to purchase the buildings and maintain them at their own cost. He clarified that there was no implication on Council, and the leases would be drafted to ensure it remained the same. He added that both organisations had indicated they were open to sharing the venue and would work with other groups to maximise the utility of each venue. He further noted that both proposals had carparks and footpaths nearby and that any requirement for additional carparks and footpaths would be the responsibility of the organisations to facilitate and deliver.

Mayor Barry expressed support for the organisations. He reiterated the significance of the ongoing asset review while considering spatial utilisation, especially considering that a number of organisations were struggling with a lack of space and funds. He emphasised the importance of acknowledging that ratepayers may be unable to afford funding for these organisations and their initiatives.

**RESOLVED:** (Cr Brown/Cr Barratt)

**Minute No. CCPC 24203**

*"That the Committee:*

- (1) notes and receives the information contained in the report;*
- (2) notes the alignment of these potential leases to the Assets Review work with the owners required to meet all associated costs and is required to ensure the assets are multi-use;*
- (3) agrees to make a site (as per appendix 2 attached to the report) on Walter Nash Park available to Arohanui Strings to develop a base for the organisation. All costs required to establish the*

*base (including consents) to be met by the organisation concerned;*

- (4) agrees to make a site (as per appendix 4 attached to the report) on Naenae Park available to the Naenae Youth Charitable Trust to develop a base for the Naenae Boxing Academy. All costs required to establish the base (including consents) to be met by the organisation concerned and*
- (5) delegates to the Chief Executive and Director of Neighbourhood and Communities powers to make the respective locations identified in the report available for the organisations concerned and negotiate appropriate lease terms and conditions."*

## 7. AVALON SKATEPARK UPDATE

Report No. CCPC2024/2/108 by the Head of Parks and Reserves

The Director of Economy and Development elaborated on the report. He advised that updates had been made to ensure better safety and that the facility could properly accommodate disabilities and neurodiversity. He confirmed that local providers would be used to demolish the existing skatepark and provide materials. He said officers were looking at timers for lighting. He added officers were adjusting the design of the shelters to ensure that they could not be climbed on and jumped off.

In response to questions from members, the Senior Project Manager advised that the landscape design had not been confirmed. He said any further community feedback was welcome. He said there was no specific link with the nearby speed skating rink.

Cr Barratt asked that page 63 of the report read: "Te Awa Kairangi skatepark will be a skating community space for all ages and abilities to enjoy." Members also noted spelling mistakes in Appendix 1 of the report.

Cr Lewis noted that a glossary of terms would be helpful to understand better what happened in the space.

Cr Tupou left the meeting at 2:58pm.

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24204**

*"That Committee:*

- (1) notes the developed concept design report, attached as Appendix 1 to the report, and changes made in response to previous feedback;*
- (2) approves the 50% detailed design so the project can progress;*
- (3) provides officers with any further feedback."*

8. **NEIGHBOURHOODS AND COMMUNITIES FOCUS AREA - ETHNIC AND MIGRANT COMMUNITY**

Report No. CCPC2024/2/96 by the Head of Connected Communities

Dr Arif Ali (Centre Manager for English Language Partners for the Hutt Valley and Porirua region) and Judah Seomeng (Interim Manager for ChangeMakers and Resettlement Forum and an Executive member of the African Communities Council of Wellington) were in attendance for the item.

The Head of Connected Communities and the Welcoming Communities Coordinator elaborated on the report.

In response to questions from members, Judah Seomeng noted the success of the Afrikan Bazaar and the upcoming World Refugee event to be held in June 2024. Dr Arif Ali stated that Welcoming Communities and Council's commitment had created opportunities such as workshops and events, which allowed for greater engagement with ethnic and migrant communities.

In response to questions from members, the Director of Neighbourhoods and Communities stated that Welcoming Communities were funded through a three year contract, at the end of which they would be reapplying for funding.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24205**

*"That the Committee notes and receives the report."*

9. **TE TIRA MĀORI WORK PLAN UPDATE**

Report No. CCPC2024/2/97 by the Tumuaki Māori

The Tumuaki Māori elaborated on the report.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24206**

*"That the Committee:*

- (1) receives and notes the information;*
- (2) notes the progress made against Te Tira Māori Work Plan; and*
- (3) notes that Te Tira Māori Work Plan reporting will be integrated and reported alongside Te Herenga Kairangi – Rautaki Māori report due in November 2024."*

10. **DRAFT TERMS OF REFERENCE FOR THE HOMELESSNESS OVERSIGHT ADVISORY GROUP**

Report No. CCPC2024/2/98 by the Policy Advisor

The Policy Lead elaborated on the report.

In response to questions from members, the Policy Lead advised that she would report back with information on the Hutt Valley Hoarding Working Group.

**RESOLVED:** (Cr Brown/Cr Shaw)

**Minute No. CCPC 24207**

*"That the Committee:*

- (1) notes that in March 2023, the Communities, Culture and Partnerships Committee (the Committee) agreed to an independent review of the action plan associated with the Homelessness Strategy;*
- (2) notes that on 28 February 2024, the Committee agreed to the refreshed action plan attached as Appendix 1 to the report;*
- (3) notes that Action 3 of the action plan is the establishment of a Homelessness Oversight Advisory Group to oversee the implementation of the Homelessness Strategy;*
- (4) notes that the Committee asked officers to report back on 1 May 2024 to present the Terms of Reference for the Oversight Group; and*
- (5) notes the Terms of Reference for the Oversight Group attached as Appendix 2 to the report."*

## 11. RANGATAHI | YOUTH ENGAGEMENT ACTION PLAN

Report No. CCPC2024/2/99 by the Senior Advisor - Communications and Engagement

The Senior Advisor elaborated on the report.

In response to questions from members, the Senior Advisor stated that the Student Leaders Network saw the importance of diversity and inclusion within the space. He said the notion that traditional student networks focussed on top academic achievers and would not provide a wide range of differing rangatahi voices was reinforced during the engagement.

The Senior Advisor further responded that if an invite for rangatahi representation were received, tailoring invites to specific rangatahi would be beneficial. The connection between groups looking to engage with rangatahi and rangatahi themselves would go through the engagement team.

In response to questions from members, the Director of Strategy and Engagement advised that the .25 position held within Neighbourhoods and Communities wouldn't become overwhelmed by the action plan. He said the action plan aimed to coordinate actions and the resources needed across Council to ensure successful delivery. He added that while the role of Neighbourhoods and Communities would contribute to some of those actions, it would not contribute to all of them, and the action place was very much owned by Council's Engagement team.

**RESOLVED:** (Cr Brown/Cr Morgan)

**Minute No. CCPC 24208**

*"That the Committee:*

- (1) *notes that the Communities Culture and Partnerships Committee considered the Draft Rangatahi Engagement Action Plan on 6 November 2023;*
- (2) *notes that consultation with rangatahi on the Draft Action Plan took place between 1 March and 1 April 2024;*
- (3) *notes that 140 people responded during the consultation period, and the feedback was broadly supportive;*
- (4) *notes that officers have reviewed and made minor edits to the Action Plan based on analysis of the feedback received during the consultation period as detailed in this report;*
- (5) *agrees to adopt the finalised Rangatahi Engagement Action Plan, attached as Appendix 1 to the report; and*
- (6) *notes that subject to endorsement, officers will work to deliver on the action plan and regularly report back to the Communities Culture and Partnerships Committee."*



## 12. EMERGENCY MANAGEMENT UPDATE

Report No. CCPC2024/2/100 by the Emergency Management Lead

The Emergency Management Lead elaborated on the report. He advised a lessons learnt review and workshop with Council's Corporate Leadership Team would be conducted. There were a number of regional and national level working groups considering Civil Defence Emergency Management inquiries to discuss how best to respond to them.

In response to questions from members, the Emergency Management Lead advised there was significant capability within Te Awa Kairangi's Maraes to function in an emergency. He highlighted that work to ensure this function was undertaken at a regional level through the Wellington Region Emergency Management Office (WREMO). He said this was due to the need for a measured approach to ensure consistency in how Council interact with Marae and Iwi across the region and to harmonise training approaches. He added that under the Long Term Plan, Emergency Management sought funding to help community service groups such as Marae build resilience within the community.

The Emergency Management Lead further noted that officers were kept apprised of progress on Marae by WREMO. A range of pilots were being rolled out and conducted in Porirua, and have engaged one of their Marae to act as an emergency engagement centre.

The Director of Strategy and Engagement also noted other considerations being made locally to engage Marae and Iwi Maori in training exercises. Marae had requested support and equipment caches to be ready in emergencies. This would be helped by Long Term Plan funding from 1 July 2024.

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24209**

*"That the Committee notes the contents of the report."*

## 13. NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT

Report No. CCPC2024/2/51 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director Neighbourhoods and Communities advised there were similar stories of a slow return to community hubs throughout the country.

**RESOLVED:** (Cr Brown/Cr Briggs)

**Minute No. CCPC 24210**

*"That the report be received and noted."*

## 14. INFORMATION ITEMS

### a) Whakatupu Ngaengae - progress update

Memorandum dated 15 April 2024 by the Project Manager (Naenae)

The Project Manager (Naenae) elaborated on the report.

**RESOLVED:** (Cr Brown/Cr Morgan)

**Minute No. CCPC 24211**

*“That the Committee:*

- (1) *receives and notes the information; and*
- (2) *notes the following progress that has been made on the Whakatupu Ngaengae project:*
  - (a) *work on the new Naenae Pool and Fitness Centre is progressing well. However, recent adverse weather conditions have impacted practical completion, which is expected to be achieved in August 2024, to be followed by opening to the public in October 2024. Confidence remains high that the project can be completed within budget;*
  - (b) *conversion of the old Naenae Post Office to a community centre is nearing completion, and a blessing of the site has been arranged for 17 May 2024, followed by final fit-out for public use;*
  - (c) *whilst no recommendation is being sought at this early stage, members of the committee will note the community engagement to date and the broad spatial zoning plans on Walter Mildenhall Park that will be shared with the community to invite feedback; and*
  - (d) *the preferred concept design of Walter Mildenhall Park will be confirmed in May 2024, prior to an application for resource consent. Final designs will be presented to this committee in September 2024, prior to tendering.”*

### b) Communities, Culture and Partnerships Committee Forward Programme 2024

Memorandum dated 12 April 2024 by the Senior Democracy Advisor

**RESOLVED:** (Cr Brown/Deputy Mayor Lewis)

**Minute No. CCPC 24212**

*“That the Forward Programme 2024 for the Communities, Culture and Partnerships Committee be received and noted.”*

**15. QUESTIONS**

There were no questions.

**16. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Mai te tohi rangi, ki te tohu nuku,  
Tiaho I roto, mārama I roto,  
Tupu mauri ora ki te whai ao ki tea o  
Mārama  
Haumi e, hui e tāiki e

Of heavenly and terrestrial blessings may it twinkle  
and shine within me and allow my being to grow out  
into the work of life and light  
Draw together!  
Affirm!

There being no further business, the Chair declared the meeting closed at 3:28 pm.

Cr K Brown  
**CHAIR**

**CONFIRMED as a true and correct record  
Dated this 28th day of May 2024**