
Community Forum Subcommittee

OPEN MINUTES

Minutes of a meeting of the Community Forum Subcommittee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Wednesday 19 August 2015 at 9.30am.

PRESENT

Chairperson	Cr M Gallagher
Deputy Chair	Cr P Yeung
Members	Cr K Green Cr D Macpherson Cr L Tooman

In Attendance	Her Worship the Mayor Hardaker Cr Chesterman
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Lance Vervoort - General Manager Community
Blair Bowcott – Executive Director Special Projects
Andy Mannering – Manager Social Development
Renee McMillan – Team Leader, Planning and Assets
Ishana Ageel – Acting Programme Manager, Strategy & Relationships Management
Nick Chester – Social Development Policy Advisor
Ian Mayes – Eco Design Adviser, Building Control
Linda Kelm Handley – Community Occupancy Advisor

Also In Attendance	Dr Wayne Cartwright – Deputy Chair, Sustainability Advisory Panel Annie Perkins – Member, Sustainability Advisory Panel Desiree Ratima – Strategy and Research Manager, Creative Waikato Adrienne Clothier – Funding and Development Manager, Creative Waikato Rupert D’Cruze – Director of Music, Hamilton Community Centre of Music
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Committee Advisors	Mr B Stringer and Mrs J Pani
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1. Apologies

There were no apologies.

2. Confirmation of Agenda

Resolved: (Crs Gallagher/Green)

The Committee to confirm the agenda.

3. Declarations of Interest

No members of the Committee declared a Conflict of Interest.

4. Chairperson's Report

The Chairperson noted that no report was required for the Meeting.

5. Community Forum Subcommittee Open Minutes 3 June 2015

Resolved: (Crs Gallagher/Yeung)

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Community Forum Subcommittee Meeting of 3 June 2015.

6. Sustainability Advisory Panel March 2014 Report

The Executive Director Special Projects ('Executive Director') introduced the staff report and provided a summary of the background. The Executive Director confirmed the Sustainability Strategy report ('the Sustainability Report') would fall within the responsibility of the General Manager Strategy & Communications once appointed.

The Chairperson referred to the Subcommittee's prior resolution in August 2014 that the Sustainability Report be presented to the Strategy and Policy Committee, and noted his understanding was that this did not occur. He would discuss the process of the Subcommittee's recommendations being received by its parent committee with the Chairperson of the Strategy and Policy Committee.

The Executive Director introduced Dr Wayne Cartwright, Deputy Chair of the Sustainability Advisory Panel ('the Panel'), and Annie Perkins, member of the Panel. Dr Cartwright noted the apologies of Jeanette Fitzsimmons, Chair of the Panel, and Rachel Goddard, member of the Panel, who were not able to attend the Meeting. He spoke to his presentation, a copy of which was circulated to Elected Members in attendance, and highlighted that the Panel:

- worked to tight timeframes to produce the Sustainability Report on 9 March 2014, which was presented to Her Worship the Mayor;
- believed the Council process for considering the Sustainability Report became obscure and did not feel that it was dealt with satisfactorily. The expected review of the 2014 performance of the Sustainable Hamilton Strategy could not proceed given Council's position;
- submitted the Sustainability Report again, as part of the Council's 10-Year Plan consultation in May 2015;
- stated that the findings and actions in the Sustainability Report remained valid and that it would be beneficial to Hamilton if it was applied. Dr Cartwright suggested this could occur

effectively and at relatively low cost; and

- recommended that Council introduced a revitalised sustainability and environmental care strategy for Hamilton, which it considered was apolitical.

Dr Cartwright responded to the following questions:

- **Resourcing**

When it reviewed the Sustainable Hamilton Action Plan, the Panel observed Council resource for sustainability initiatives was dispersed across the organisation with limited management involvement. The Panel was open to work with senior staff to implement the strategies as Council considered appropriate; a workshop was suggested as a possible approach.

The Executive Director acknowledged that the recommendation for the Sustainability Report to be considered as part of the 2016/17 Annual Plan process was the only mechanism to consider financial resourcing.

- **Strategy Position**

Dr Cartwright suggested the Sustainability Strategy would be an umbrella-type strategy, rather than a stand-alone plan. He also agreed such a strategy, by its nature, would extend beyond the city boundaries and would require Council to work with other authorities.

The Chairperson thanked Dr Cartwright and Annie Perkins for their presentation.

Resolved: (Her Worship the Mayor Hardaker/Macpherson)

Recommendation to Strategy and Policy Committee

That:

- a) the report be received;
- b) the Sustainability Report be referred to the Chief Executive for review as to its application to Council's operations. The Chief Executive is to report to the Strategy and Policy Committee by February 2016; such report to include a summary of all initiatives within the organisation that fit within the Sustainability Framework contained in the Sustainability Report; and
- c) the Chief Executive gives consideration to, consult with the Sustainability Panel on, and make a recommendation to the Strategy and Policy Committee as to whether the Council should have a stand-alone Sustainability Strategy.

7. Creative Waikato Report

The Manager Social Development introduced Desiree Ratima and Adrienne Clothier, both representing Creative Waikato, and noted the apologies of Sarah Nathan, Chief Executive of Creative Waikato, who was not able to attend the Meeting.

Miss Ratima spoke to her presentation, a copy of which was circulated to Elected Members in attendance, and outlined the purpose and history of Creative Waikato. She highlighted, and responded to questions on, the following priority areas for their organisation:

- **Māori Arts Development**

\$35,000 had been allocated for the 2015/16 financial year to produce and present a Māori Arts Discussion Paper to identify gaps and opportunities given a burgeoning Māori arts scene in

Waikato. Era Peihopa was Creative Waikato's dedicated resource for Toi Māori

- **Regional Capability Building**
\$60,000 had been granted in the 2015/16 financial year, with up to a further \$60,000 allocated for the 2016/17 financial year, to deliver a programme to strengthen development of artists and arts organisations across Waikato.
- **Art Production Space**
Availability of space was the most important resource for artists. Creative Waikato was exploring how best to support inception of new production locations; Miss Ratima was not aware of any conversations with Wintec in relation to its facilities in Alexander Street.
- **Art Gallery**
Creative Waikato commissioned a discussion paper to provide context for the development of a public art gallery in Waikato. The General Manager Community confirmed that following the report from the Chair of the Arts Forum Advisory Panel, presented to the Strategy and Policy Committee on 11 August 2015, that Committee resolved that the requested pre-feasibility study be taken into account in the 2016/17 Annual Plan process.
- **Founders Theatre**
It was suggested that deferring the upgrade of the Theatre would result in significant cultural events not being held in Hamilton. Elected Members reminded the Creative Waikato representatives that Council had allocated budget to complete an analysis on the options for the Theatre, which would be presented to Council in order to discuss what investment was required. It was also highlighted that there was a funding provision in later years of the 10-Year Plan for an upgrade of the Theatre should the analysis report support this action.
- **Funding**
It was acknowledged that the creative sector fared well in the last funding multi-year community funding allocation from Council. Creative Waikato was exploring other sources of financial support, including a crowd-funding website.
- **Contemporary Music Challenges**
The Nirvana Lounge was the only venue centred exclusively on supporting local and touring live contemporary music artists. There were on-going discussions with Zeal in relation to the use of its space for this purpose. Elected Members also noted the work that the Tron Music Trust had commenced on this matter.
- **Hamilton Street Art Festival**
10 new street art works were proposed for Hamilton's Central Business District for the festival, which would take place in late October 2015.
- **Orchestras**
A new trust had been established to enable more coordination, combined management and a governance structure for local orchestras. The trust would determine the strategic direction in order for a development orchestra to become operational in January 2016.
- **Clarence Street Theatre**
The new trust and board took possession of the theatre from 1 July 2015.

The Chair thanked the representatives from Creative Waikato for their presentation.

Resolved: (Crs Gallagher/Yeung)

That the Report be received.

8. Sistema Waikato Report

The Manager Social Development introduced Rupert D’Cruze, Director of Music, Hamilton Community Centre of Music, who spoke to his presentation, a copy of which was circulated to Elected Members in attendance. Mr D’Cruze highlighted, and responded to questions on, the following points:

- **Governance, Management and Staffing**

An overview of the structure and individuals working on the Sistema programme was discussed. Council’s provision of a Community Development staff member on a part-time basis was identified as crucial support.

- **Partner Schools**

Sistema Waikato worked with the following schools Rhode Street; Crawshaw; Nawton; and Forest Lake, which involved a total of 55 children. The 97% attendance by participants underscored the success and commitment of the individuals involved.

- **Support**

A summary of the organisations that assisted Sistema Waikato was noted. This included provision of:

- ‘whisper instruments’ that were MDF-made to help young children’s initial interest in music; and
- food and drink as it was recognised that the partner schools were located in lower socio-economic areas.

Sistema Waikato was looking to make an application to the D.V. Bryant Trust for 2016.

- **Future Plans and Development**

- It was intended for the 2015 intake to remain in the programme for the remainder of their time in primary school and possibly to extend to secondary school. 60 additional children would be included in the 2016 group.
- As the programme expanded, additional premises may be required.
- The focus of Sistema Waikato was on lower decile-ranked schools, though it would assess the integration of the activities across the wider community in the future, subject to funding.

Resolved: (Crs Gallagher/Her Worship the Mayor Hardaker)

That the Report be received.

The Meeting adjourned from 11:07am to 11:20am

9. Community Occupancy Policy Six-Monthly Report

The General Manager Community and Team Leader Planning and Assets, spoke to the staff report and provided a summary of the Community Occupancy Policy’s (‘Policy’) implementation. A correction was recorded in relation to the table *New agreements granted* in the attachment to the staff report – the lease terms stated as being for 1 year were for 18 months.

Staff responded to the following questions:

- **Governance Process**

It was confirmed that the Finance Committee had the required delegations to approve community occupancy agreements. Elected Members agreed that it was appropriate for community groups that applied for exceptional circumstances under the Policy to be invited to attend and present at the Finance Committee meeting that was to consider its application. The General Manager Community would discuss this process with the Chair and Deputy Chair of the Finance Committee.

Elected Members were advised to refer any enquiry from a community group in relation to an occupancy issue to the General Manager Community or the Parks & Open Spaces Manager.

- **Hamilton Cadet Forces Charitable Trust**

Staff would present a report to the Finance Committee to recommend a two year renewed term for the Trust. Should the Trust or Council find alternative premises prior to the expiry of that renewed term, staff confirmed it was feasible to present a report back to the Finance Committee to vary the arrangement.

- **Fischer and Associates**

The occupancy agreement for the Nawton Tennis Courts was on hold pending the proposed overbridge to Minogue Park that was contemplated under the Biking Plan.

Resolved: (Crs Her Worship the Mayor/Yeung)

That the Report be received.

The General Manager Community requested that the valuable work undertaken by the Community Occupancy Advisor on the implementation of the Policy be noted.

10. **Options to Support Energy Efficiency Initiatives**

The Executive Director and Acting Programme Manager, Strategy & Relationships Management spoke to the report and noted it was presented in response to the Subcommittee's resolution at its Meeting on 3 June 2015.

The staff report would be included for consideration, as part of the review the Subcommittee recommended that the Chief Executive undertake as resolved under Item 6 - *Sustainability Advisory Panel March 2014 Report* – at the Meeting.

Elected Members also requested that it would be useful for information to be provided, in that review, on:

- the impact of proposed government initiatives for improved standards on rental properties; and
- the potential responsibility of Council in relation to such initiatives.

It was noted that draft legislation was expected in October 2015.

Resolved: (Crs Her Worship the Mayor Hardaker/Macpherson)

Recommendation to Council

That:

- a) the Report be received; and
- b) the Voluntary Targeted Rates (VTR) Scheme (including the option for rates postponement) is considered in the 2016/17 Annual Plan.

The Chair noted that the Subcommittee would be open to receiving updated presentations from other organisations, such as WEL Energy, the Waikato District Health Board and the Energy Efficiency and Conservation Authority, as to the work they undertook.

The Executive Director would discuss the Subcommittee's resolution with the Chief Executive in terms of prioritising resources.

11. Hamilton City Truancy

The Manager Social Development spoke to the report and highlighted that, from the information available, truancy was not considered a significant issue for Hamilton city. He noted that no central record was maintained; it was voluntary for schools to contribute to the Ministry of Education's annual survey. It was the responsibility for each school to keep track of truancy issues.

Resolved: (Her Worship the Mayor Hardaker/Tooman)

That the Report be received.

12. Community Activity Report

The Manager Social Development spoke to the report and referred to, and responded to questions on, the following points:

- **30 under 30 Project**
Elected Members commended the Project and noted that there appeared to be little print media coverage of the successful nominees, and queried whether there had been sufficient media briefings.
- **Community Profiles** (as compiled from the 2013 National Census and 2014 Community Profile Council Survey)
It was expected that the profiles would be uploaded onto Council's website in early September 2015, and presented at the next Subcommittee meeting. The Chair suggested the information in the profiles could be used for internal decision-making, such as the Annual Plan.
- **Ethnic Communities Forum**
Staff would report key points from the Forum to the next Subcommittee meeting.
- **Glenview Foodbank**
Key foodbank providers operated from a central location, which created access difficulties for some residents that required their services.

Resolved: (Crs Green/Yeung)

That the Report be received.

Her Worship the Mayor retired from the Meeting (11:58am) during discussion on Item 12 and did not take part in voting on that Item.

13. **Community Forum Subcommittee Action List - 19 August 2015**

The Subcommittee reviewed and discussed the Action List. The GM and Manager Social Development responded to questions on the following points:

- **Partner Schools – Swimming Pools**

The GM confirmed that there was additional budget for another partner pool and staff were reviewing potential locations including an offer made by Hamilton Boys' High School. The partner school programme detailed specific criteria that needed to be satisfied prior to a school being included in that programme. The GM advised that the matter would be reported to the Finance Committee once the 'Expression of Interest' process completed. It was suggested that staff should consider an appropriate geographical spread of partner schools and the future community needs.

The GM also observed that in accordance with the 10-Year Plan, staff would present another report to the Finance Committee in relation to the options for the \$4.4 million available for additional pool resource. These matters would be considered together.

- **Richmond Park School**

The GM advised staff discussed this matter at the last bi-monthly meeting with the Ministry of Education representatives; the principal contact for which was based in Wellington. Staff would continue to converse with the Ministry's representative on this matter. It was expected an update would be provided to the Subcommittee before December 2015.

- **Older Persons Advisory Panel**

A range of high-level issues that affected older persons in Hamilton would be presented on behalf of the Subcommittee at the Advisory Panel's next meeting; an update would be provided to the Subcommittee at its November 2015 meeting.

Staff confirmed that the Older Persons Plan went through a series of working group meetings that resulted in changes being made to the plan prior to its adoption by Council.

Resolved: (Crs Yeung/Green)

That the Report be received.

14. Summary Discussion

In light of the discussions at the Meeting, the Chair noted he would be:

- clarifying the process for receipt of the Subcommittee's recommendations by its parent committee, in accordance with the Subcommittee's Terms of Reference, with the Chair of the Strategy and Policy Committee; and
- working with staff to refine the Subcommittee's work plan and direction for the next six months.

The Meeting was declared closed at 12:20pm.