

HUTT CITY COUNCILCOMMUNITY AND ENVIRONMENT COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road,  
Lower Hutt on

Wednesday 8 July 2020 commencing at 2.00pm

**PRESENT:**

Deputy Mayor T Lewis (Chair)	Mayor C Barry
Cr D Bassett	Cr J Briggs (Deputy Chair)
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr D Hislop
Cr C Milne	Cr A Mitchell
Cr N Shaw	Cr L Sutton

**APOLOGY:** Cr Rasheed

**IN ATTENDANCE:** Ms A Blackshaw, Director Neighbourhoods and Communities  
Ms H Oram, Director Environment and Sustainability  
Mr K Puketapu-Dentice, Director Economy and Development  
Ms A Welanyk, Director Transformation and Resources  
Mr M Sherwood, Head of Parks and Recreation (part meeting)  
Mr D Newth, Financial Accounting Manager (part meeting)  
Mr J Scherzer, Manager, Sustainability and Resilience  
Mrs J Livschitz, Chief Financial Officer (part meeting)  
Ms V West, International Relations Manager  
Ms D Hunter, Acting Committee Advisor

PUBLIC BUSINESS1. APOLOGIES

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

**Minute No. CEC 20401**

*"That the apology received from Cr Rasheed for absence be accepted and granted and the apology received Cr Milne for lateness be accepted."*

2. PUBLIC COMMENT

There was no public comment.

3. CONFLICT OF INTEREST DECLARATIONS

Cr Shaw declared a conflict of interest in Item 4 – Fraser Park Sportsville and Ricoh Sports Centre Update.

Cr Mitchell declared a conflict of interest in item 5 - Hutt Minoh Friendship Trust.

4. **FRASER PARK SPORTSVILLE AND RICOH SPORTS CENTRE UPDATE** (20/604)

Report No. CEC2020/4/145 by the Director Strategy and Engagement

Cr Shaw declared a conflict of interest and did not participate in discussion or voting on the matter.

The Chair advised members that the Committee had the delegated authority to establish working groups and elect Council representatives to those working groups.

The Director Strategy and Engagement elaborated on the report. She advised that there had been several personnel changes involved in the project since FSP was established. She also advised that this had left gaps in knowledge around previous arrangements and agreements. She noted that this was continuing to be worked through with the FPS Board. She added that the purpose of the report was for the members to appoint a member as the governance representative on the working group.

In response to questions from members the Director Strategy and Engagement advised that the Ricoh Sports Centre (RSC) was a fantastic facility and it still had the potential to deliver all of that benefit that was included in the business case. She acknowledged that Council needed to reset and check expectations with founding clubs.

In response to questions from members the Director Strategy and Engagement advised that the working group included members of founding clubs, Sport NZ, Sport Wellington, a representative from Hutt City Community Facilities Trust (CFT) and Council. She noted there seemed to be a disconnect between founding member clubs, the FPS Board, the FPS management and in some respect Council.

In response to questions from members the Director Strategy and Engagement advised that the working group would need to explore a range of potential operating models, some of which may not meet the expectations of the FPS Board and/or clubs. She stated that a report was due to be reported to the Committee giving an update on progress and a recommendation regarding the potential operating model.

Members agreed that a briefing be scheduled for Councillors, the FPS Board, CFT and FPS management.

**RESOLVED:** (Deputy Mayor Lewis/Cr S Edwards)

**Minute No. CEC 20402**

*"That the Committee:*

- (i) *notes the contents of this report;*
- (ii) *notes the financial challenges being experienced by Fraser Park Sportsville (FPS) in operating Ricoh Sports Centre and the support provided by Council to date;*
- (iii) *notes a working group is being established to consider options for a new long-term operating model;*
- (iv) *notes the FPS Board will come back to Council in October to report back on 20/21 operations and present its future plan and request for support as part of the 2021-2031 Long*

*Term Plan;*

- (v) notes officers agreed to half (\$50K) of the 20/21 Operating Grant being drawn down on July 1 2020 to help manage current financial pressures, and for the remaining \$50K to be released on agreement of a new operating model;*
- (vi) notes the risks and learnings discussed in paragraphs 48-54 contained in the report; and*
- (vii) agrees to appoint Councillor Naomi Shaw as the governance representative on the working group."*

For the reasons that Ricoh Sports Centre is a valuable community asset which has received significant Council funding, so it is important that we optimise its use to support the wellbeing of our community, as was intended. The original objective of this project still holds true and aligns with Council's current priorities and intention of empowering the community. Sport and recreation play a key role in supporting the wellbeing of our community and there will continue to be challenges around funding facilities and the sustainability of clubs.

4. **HUTT MINOH HOUSE FRIENDSHIP TRUST** (20/518)

Report No. CEC2020/4/146 by the International Relations Manager

Cr Mitchell declared a conflict of interest and did not participate in discussion or voting on the matter.

The International Relations Manager elaborated on the report.

In response to a question from a member, the International Relations Manager confirmed that the current arrangement had been going since the set up of the Hutt Minoh House Friendship Trust (the Trust) in 2000. She stated that there was no signed agreement between the Trust and Council that outlined the Trust's responsibilities or Council's expectations in terms of what the Trust was expected to deliver. She further added that the community houses around the Lower Hutt area operated in the same model as what was recommended in the report.

In response to a question from a member, the International Relations Manager confirmed that the Trust's income came primarily from Minoh House rental and venue hire. She noted that Council's estimated annual cost of Minoh House maintenance was approximately \$50,000 and estimated cost of capital improvements was approximately \$50,000 per annum.

In response to a question from a member, the International Relations Manager commented on the Trust's expenses going forward. She noted the estimated expenses for MINTEX needed to be adjusted as Council was responsible for running the MINTEX programme not the Trust so there would be no expenses associated to this. She further noted that Council would not be hosting the teacher exchange programme this year and therefore the Trust would not be providing grants to teachers.

In response to a question from a member, the Internal Relations Manager said that she would be happy to work with Council's Community Funding Advisor to explore any funding opportunities within Council.

In response to a question from a member, whether consultation had been carried out with the Trust regarding the Chair's proposal, the International Relations Manager confirmed that she had only consulted the Trust on the recommendations contained in the report and the Trust had supported the proposed changes.

The Community Funding Advisor stated that there were a number of community funds available to support cultural events/activities, such as the Creative Communities fund.

The Chair, as mover of the motion and Cr Dyer as seconder of the motion, agreed to remove part (iii) from the motion.

The motion was taken in parts. Parts (i)-(iv) were declared CARRIED on the voices and part (v) was declared CARRIED by Division.

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

**Minute No. CEC 20403**

*"That the Committee:*

- (i) notes that officers have reviewed the current arrangements between Council and the Trust;
- (ii) notes the options outlined for future arrangements between Council and the Trust;
- (iii) agrees to Council taking over the completed management of Minoh House;
- (iv) requests officers to report back six monthly on the new model; and
- (v) requests that the Hutt Minoh House Friendship Trust works with officers to apply through Council's contestable funding and any other applicable funding to support its activities and programmes."

**For****Against**

Mayor Barry  
 Deputy Mayor Lewis  
 Cr Bassett  
 Cr Briggs  
 Cr Brown  
 Cr Dyer  
 Cr Edwards  
 Cr Hislop  
 Cr Milne  
 Cr Shaw

Cr Sutton

Total: 10

Total: 1

In response to a question from a member regarding the Trust's advertising expenses, Cr Sutton advised that this was a "one off" and that it was up to her to manage her own conflict.

5. **CLIMATE CHANGE WORKING GROUP - PROPOSED TERMS OF REFERENCE**  
(20/627)

Report No. CEC2020/4/13 by the Deputy Chair

The Deputy Chair elaborated on the report.

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

**Minute No. CEC 20404**

*"That the Committee agrees to the proposed Terms of Reference for the Climate Change Working Group, attached as Appendix 1 to the report."*

6. **DIRECTOR'S REPORT - NEIGHBOURHOODS & COMMUNITIES GROUP** (20/603)

Report No. CEC2020/4/147 by the Director Neighbourhoods & Communities

The Director Neighbourhoods & Communities elaborated on the report.

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

**Minute No. CEC 20405**

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

## 7. INFORMATION ITEMS

### a) Emergency Community Resilience Fund (20/615)

Memorandum dated 18 June 2020 by the Acting Committee Advisor

The Community Funding Advisor elaborated on the report.

In response to a question from a member, the Community Funding Advisor confirmed that Council approved an increase in the cap of funding per request up to \$20,000. She noted there had been one application received that was due to be discussed by the the panel for a decision.

**RESOLVED:** (Deputy Mayor Lewis/Cr Mitchell) **Minute No. CEC 20406**

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

### b) Update on climate change work (20/609)

Report No. CEC2020/4/61 by the Manager, Sustainability and Resilience

The Manager, Sustainability and Resilience elaborated on the report.

**RESOLVED:** (Deputy Mayor Lewis/Cr Brown) **Minute No. CEC 20407**

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

### c) Community and Environment Committee Work Programme (20/645)

Report No. CEC2020/4/62 by the Acting Committee Advisor

**RESOLVED:** (Deputy Mayor Lewis/Cr Edwards) **Minute No. CEC 20408**

*"That the work programme be noted and received."*

## 8. QUESTIONS

There were no questions.

There being no further business the Chair declared the meeting closed at 3.34 pm.

Deputy Mayor T Lewis  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 28<sup>th</sup> day of July 2020**