



# WHANGANUI DISTRICT COUNCIL

Te Kaunihera a Rohe o Whanganui

## AGENDA

### Strategy and Finance Committee Meeting 25 August 2020

NOTICE IS HEREBY GIVEN that a Meeting of Strategy and Finance Committee will be convened on:

**Date: Tuesday, 25 August 2020**

**Time: 1.00pm**

**Location: Council Chamber  
101 Guyton Street  
Whanganui**

**Kym Fell  
Chief Executive**

**Strategy and Finance Committee****Membership**

Cr Kate Joblin (Chair), Cr Josh Chandulal-Mackay (Deputy Chair),  
Mayor Hamish McDouall, Crs Charlie Anderson, Philippa Baker-Hogan,  
James Barron, Helen Craig, Brent Crossan, Jenny Duncan,  
Hadleigh Reid, Alan Taylor, Rob Vinsen, Graeme Young.  
Whanganui Rural Community Board Appointee: David Wells

**Terms of Reference**

The Strategy and Finance Committee has been delegated the following responsibilities by the Council:

- To develop and recommend strategies, plans and policies to the Council that advance the Council's vision and goals, and comply with the purpose of the Local Government Act, with the exception of policies concerning areas of responsibility held by other committees of Council.
- Develop and recommend bylaws to Council.
- To approve draft strategies, draft plans, draft policies and draft bylaws for consultation.
- Develop and approve submissions to government, local authorities and other organisations
- To monitor the Council's financial and non-financial performance against the Long-term Plan and Annual Plan
- To write off outstanding accounts no greater than \$10,000
- To monitor social and community related matters
- Oversight of the Safer Whanganui programme

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**Items of business not on the agenda which cannot be delayed**

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the Chairperson. The meeting must resolve to deal with the item and the Chairperson must explain at the meeting, when it is open to the public, the reason why the item is on the agenda and the reason why the discussion of the item cannot be delayed until a subsequent meeting. Refer to Standing Order 9.11

Note: nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA with regard to consultation and decision-making.

**Discussion of minor matters not on the agenda**

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion. Refer to Standing Order 9.12

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**1 OPENING PRAYER / KARAKIA****2 APOLOGIES****3 DECLARATIONS OF INTEREST**

Elected Members will be provided with the opportunity to declare any disclosable pecuniary or other non-pecuniary interest in any matter to be considered at this meeting, or declare any new conflicts that have arisen since last completing the Elected Members' Interests Register.

## 4 CONFIRMATION OF MINUTES

### 4.1 MINUTES OF THE STRATEGY AND FINANCE COMMITTEE MEETING HELD ON 9 JUNE 2020

**Author:** Karyn Turner - Senior Governance Services Officer

**Authoriser:** Kate Barnes - Senior Democracy Advisor

**References:** 1. Minutes of the Strategy and Finance Committee Meeting held on 9 June 2020

**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

#### Recommendation

That the minutes of the Strategy and Finance Committee Meeting held on 9 June 2020 are confirmed as a true and correct record.

The agenda for this meeting can be viewed at:

<https://www.whanganui.govt.nz/files/assets/public/agendas-amp-minutes/strategy-and-finance-committee-public-agenda-9-june-2020.pdf>



**WHANGANUI**  
**DISTRICT COUNCIL**  
Te Kaunihera a Rohe o Whanganui

# **MINUTES**

**Strategy and Finance Committee Meeting**

**9 June 2020**

## Strategy and Finance Committee Meeting Minutes

9 June 2020

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**MINUTES OF THE STRATEGY AND FINANCE COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI  
ON 9 JUNE 2020 AT 1.00PM**

**PRESENT:** Cr Kate Joblin (Chair), Mayor Hamish McDouall, Cr James Barron, Cr Josh Chandulal-Mackay, Cr Helen Craig, Cr Brent Crossan, Cr Jenny Duncan, Cr Hadleigh Reid, Cr Rob Vinsen, Cr Graeme Young, Grant Skilton (Whanganui Rural Community Board member).

**APOLOGIES:** Cr Charlie Anderson, Cr Philippa Baker-Hogan, Cr Alan Taylor.

**IN ATTENDANCE:** Kym Fell (Chief Executive), Stephanie Macdonald-Rose (Policy and Governance Manager), Mike Fermor (General Manager Finance), Justin Walters (Policy Analyst – Legislative & Performance Management Policy Analyst), Noeline Mossman (Revenue & Information Management Lead), Scott Flutey (Heritage Advisor), Anna Palamountain (Democracy Advisor), Karyn Turner (Governance Services Officer).

**1 OPENING PRAYER / KARAKIA**

Cr Joblin opened the meeting with ruruku *Aio. Ngāwai Matthews* (Operations Support Officer) led the Committee with waiata *E Rere Te Awa Tupua*.

**2 APOLOGIES**

**Committee Resolution 2020/24**

Moved: Cr Kate Joblin

Seconded: Cr Josh Chandulal-Mackay

That the apology received from Cr Charlie Anderson, Cr Philippa Baker-Hogan and Cr Alan Taylor be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATIONS OF INTEREST**

There were no new declarations of interest.

**ADDITIONAL INFORMATION****Committee Resolution 2020/25**

Moved: Cr Kate Joblin

Seconded: Cr James Barron

That Council considers the following item – Financial Commitments – Feb-May 2020 noting:

- this item was not on the agenda due to technical issue at compilation
- this cannot be delayed as the information to be discussed is time sensitive

That Council considers the following item when the public is excluded – Financial Commitments - Confidential - Feb-May 2020 noting:

- this item was not on the agenda due to technical issue at compilation
- this cannot be delayed as the information to be discussed is time sensitive

**CARRIED**

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE STRATEGY AND FINANCE COMMITTEE MEETING HELD ON 25 FEBRUARY 2020**

**Author:** Karyn Turner - Governance Senior Services Officer

**Authoriser:** Kate Barnes - Senior Democracy Advisor

**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

**Committee Resolution 2020/26**

Moved: Cr Kate Joblin

Seconded: Cr Rob Vinsen

That the Minutes of the Strategy and Finance Committee Meeting held on 25 February 2020 are confirmed as a true and correct record.

**CARRIED**

**5 REPORTS TO COMMITTEE****5.1 ACTIONS ARISING - FEBRUARY 2020**

**Author:** Karyn Turner - Governance Senior Services Officer

**Authoriser:** Kate Barnes - Senior Democracy Advisor

**Committee Resolution 2020/27**

Moved: Cr Jenny Duncan

Seconded: Cr Josh Chandulal-Mackay

That the Strategy and Finance Committee receive the report – Actions Arising - February 2020.

**CARRIED**

**5.2 POST-COVID-19 RECOVERY**

**Author:** Leighton Toy - General Manager Property

**Authoriser:** Bryan Nicholson - Chief Operating Officer

**Discussion**

Leighton Toy (Whanganui District Council Recovery Manager) and Charlotte Almond (Civil Defence Emergency Management Recovery Manager) spoke to the Post-Covid-19 Recovery report. Members of the Integrated Recovery Team in attendance were introduced to the Committee.

Mr Toy referred to the draft Recovery Strategy that included the strategic framework and development and the six guiding principles to recovery. He said a survey was currently out in the community to assist the Integrated Recovery Team in its understanding of people's needs and experiences in the region. The survey closed this Friday, 12 June 2020.

Ms Almond said the Integrated Recovery Team was working on key elements to recovery – economic, health and social and cultural, with Iwi part of this. The main focus at this time was research and community engagement with valuable information being gained. A number of organisations had been identified and brought into the Recovery Team to assist, such as Red Cross for social assistance. Businesses asking for support are referred to Whanganui & Partners and would be individually contacted. Ms Almond said there had been many community meetings across Whanganui, Ruapehu and Rangitikei. In terms of a health related response, the District Health Board's region was far broader than Whanganui District.

Ms Almond said figures from Whanganui & Partners revealed spending took a big dip through lockdown. Queen's Birthday weekend however had been good for Whanganui and compared to other parts of New Zealand, spending was well up.

Ms Almond said in terms of the serious symptoms risk, Whanganui was high, due to its higher aged population. The risk to the community therefore, in terms of COVID-19 coming back, was quite high. In terms of economic hardship, Whanganui did not have a large number of people employed in tourism, accommodation sector and therefore the economic hardship to Whanganui

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was classified as relatively low. A big issue for Whanganui however was the importance to the community of provincial growth funding.

Ms Almond, Mr Toy and members of the Integrated Recovery Team responded to questions. Louise Allsopp, Health Recovery Manager, said effects on mental health were definitely being monitored on an ongoing basis. The impact on mental health would come later, such as had occurred with the Christchurch earthquake. Ms Allsopp said it was hoped people would flag this early enough to enable the recovery team to be proactive.

**Committee Resolution 2020/28**

Moved: Cr Kate Joblin

Seconded: Cr Jenny Duncan

That the Strategy and Finance Committee receive the report – Post-COVID-19 recovery.

**CARRIED****5.3 LEADING EDGE STRATEGY UPDATE**

**Author:** Stephanie Macdonald-Rose - Policy & Governance Manager

**Authoriser:** Bryan Nicholson - Chief Operating Officer

**Committee Resolution 2020/29**

Moved: Cr Kate Joblin

Seconded: Cr Josh Chandulal-Mackay

That the Strategy and Finance Committee receive the report – Leading Edge Strategy Update.

**CARRIED****5.4 QUARTERLY POLICY WORK PROGRAMME UPDATE**

**Author:** Stephanie Macdonald-Rose - Policy & Governance Manager

**Authoriser:** Bryan Nicholson - Chief Operating Officer

**Discussion**

Summarising the work programme update, Stephanie Macdonald-Rose (Policy & Governance Manager) referred to the Climate Change Strategy. She said with the work to be undertaken in partnership with the community and Iwi, the December 2020 timeframe may be too ambitious and may need adjusting.

Ms Macdonald-Rose responded to questions. Work was underway with the Heritage Strategy and Scott Flutey would be in a position to have something ready to go to 2021's Long-Term Plan review. An internal review was currently being undertaken with the Street Naming Policy and would come back to the Policy and Finance Committee. Cr Joblin asked for a update on this policy at the next meeting.

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In reply to a question on the Freedom Camping Bylaw, Justin Walters (Policy Analyst – Legislative & Performance Management Policy Analyst) said Warrick Zander (Compliance Operations Manager) would bring a report to the Committee compiled from research undertaken over the summer period by the Freedom Camping Ambassador. A timeframe was not yet known. Cr Joblin requested this be given consideration and reported to the next meeting.

In reply to a question on the Welcoming Communities Plan and additional staffing resources allocated to recover this, Ms Macdonald-Rose said this would be part of the Community Activator Role that was currently being recruited. There was nothing beyond the work that had been achieved and decisions needed to be made soon.

**Committee Resolution 2020/30**

Moved: Cr Kate Joblin

Seconded: Cr Josh Chandulal-Mackay

That the Strategy and Finance Committee receive the report – Quarterly Policy Work Programme Update.

**CARRIED****5.5 STRATEGY AND FINANCE COMMITTEE WORK PROGRAMME**

**Author:** Stephanie Macdonald-Rose - Policy & Governance Manager

**Authoriser:** Bryan Nicholson - Chief Operating Officer

**Committee Resolution 2020/31**

Moved: Cr Kate Joblin

Seconded: Mayor Hamish McDouall

That the Strategy and Finance Committee receive the report – Strategy and Finance Committee Work Programme .

**CARRIED****5.6 NINE MONTH FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2020**

**Author:** Mike Fermor - General Manager Finance

**Authoriser:** Kym Fell - Chief Executive

**Discussion**

Mike Fermor (General Manager Finance) said with the impact of COVID-19 on Council activities there were a number of unknowns. The update provided was the high level impact at this stage but when the 12 month period was reached he would expect more defined answers.

Mr Fermor responded to questions. If the financial year ended favourably with a surplus it would be possible with appropriate Council resolutions, to set aside funds for a particular use, such as

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the COVID Recovery Fund, however the Council would need to ensure it complied with Local Government Legislation. Mr Fermor however said it was unlikely the Council would have a surplus at the end of the financial year.

Kym Fell, Chief Executive, said Manawatu had a 'resilience fund' and their intent this year is any rate increase would come through from that fund, not from ratepayers.

**Committee Resolution 2020/32**

Moved: Cr Kate Joblin

Seconded: Cr Jenny Duncan

That the Strategy and Finance Committee receive the report – Nine month financial report for the period ending 31 March 2020.

**CARRIED****5.7 FINANCE ACTIVITY REPORT**

**Author:** Mike Fermor - General Manager Finance

**Authoriser:** Kym Fell - Chief Executive

**Committee Resolution 2020/33**

Moved: Cr Kate Joblin

Seconded: Cr Helen Craig

That the Strategy and Finance Committee receive the report – Finance Activity Report.

**CARRIED****FINANCIAL COMMITMENTS FEB-MAY 2020**

**Author:** Lana Treen - Senior Procurement Officer

**Authoriser:** Mike Fermor - General Manager Finance

The financial commitments February-May 2020 were tabled.

**Discussion**

Cr Vinsen queried the cost of the Bason Botanic Gardens Maintenance contract. Mr Fermor undertook to provide further information on this contract.

**Committee Resolution 2020/34**

Moved: Cr Jenny Duncan

Seconded: Mayor Hamish McDouall

That the Strategy and Finance Committee receive the report – Financial Commitments Feb-May 2020.

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**CARRIED**

**References**

- 1 Financial Commitments February-May 2020

**6 MOTION TO EXCLUDE PUBLIC****RESOLUTION TO EXCLUDE THE PUBLIC**

*Section 48, Local Government Official Information and Meetings Act 1987.*

**Committee Resolution 2020/35**

Moved: Cr Jenny Duncan

Seconded: Cr Josh Chandulal-Mackay

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

**CARRIED**

**Note**

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

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ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7.1	Confidential Minutes of the Strategy and Finance Committee Meeting held on 25 February 2020			Refer to the previous public excluded reason in the agenda for this meeting	
	Financial Commitments - Confidential - Feb-May 2020	s7(2)(b)(ii), s7(2)(g), s7(2)(h)	Commercial Position, Legal Professional Privilege, Commercial Activities	Commercially confidential financials.	
8.1	Application for remission of rates	s7(2)(a)	Privacy	To keep confidential named individuals	
8.2	Debtors Report	s7(2)(a)	Privacy	Protecting privacy of named individuals	

*At 2.18 the meeting adjourned and reconvened at 2.23pm.*

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**The Meeting closed at 2.52pm.**

**The minutes of this meeting were confirmed at the Strategy and Finance Committee Meeting held on 25 August 2020.**

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**CHAIRPERSON**

## 5 REPORTS TO COMMITTEE

### 5.1 LINE ITEM ANNUAL REPORTING SUMMARY

**Author:** Lauren Tamehana - Manager Safer Whanganui

**Authoriser:** Stephanie Macdonald-Rose - Policy & Governance Manager

**References:** 1. Line Item Annual Reporting 2019-2020

#### Recommendation

That the Strategy and Finance Committee receive the report – Line Item Annual Reporting Summary.

#### Executive Summary

The purpose of this report is to provide a summary of the annual reporting from the Line Item contracts. We currently have contracts with eight organisations to provide a service for the community. Five of these organisations provide six-monthly and annual reports, with the other three providing annual reports after their seasons / events.

All annual reports were received on time.

#### Key information

Community development is about being responsive to the varying needs and aspirations of the community. This includes helping community groups who demonstrate a commitment to not only the Council's vision but also supporting a safer community.

The Council recognises the benefits to establishing productive partnerships with community organisations to enhance community safety. By combining the Council's resources with those in the community a range of services can be provided – with shared goals achieved.

Line item funding is provided to a small number of community organisations that historically have partnered with Council on long term initiatives. A summary of the organisations, purpose of their funding, key outcomes and points to note are summarised below.

Full verbatim reporting is attached

<b>Organisation: Aotea Maori Wardens</b>		<b>Funding: \$19,133</b>
Purpose of Contract	To support the work of the Aotea Maori Wardens in delivering a safer community and to support the linking of agencies for increased safety.	
Key Outcomes	A safer Whanganui.	
Points to note	<ul style="list-style-type: none"> <li>• 52 wardens</li> <li>• Completed a total of 4,704 hours</li> <li>• Daily street patrols</li> <li>• Support during lockdown included supporting the hubs and security at banks – however, over half of the wardens were in the high risk category so required to stay home</li> <li>• Working with Police to support the Driver Licencing programmes in schools</li> </ul>	

<b>Organisation: Christian Social Services</b>		<b>Funding: \$11,255</b>
Purpose of Contract	To support the work of Christian Social Services Wanganui, specifically those services that deliver sustained improvement to the lives of disadvantaged Whanganui residents.	
Key Outcomes	Provision of Foodbank, Christmas Lunch and Total Care Budget services.	
Points to note	<ul style="list-style-type: none"> <li>• 1918 food parcels given out compared with 1531 in 2018/19</li> <li>• 386 were to people who had never been before</li> <li>• Currently supplying food parcels to 38 agencies and 54% of food parcels are for clients referred by agencies</li> <li>• Christmas lunch catered for 450 people, 360 seated as guests, 9 takeaways for people unable to leave their homes and 30 volunteers</li> <li>• 29 Total Care budget clients</li> <li>• Volunteers are needed - Foodbank are struggling to keep the friendship meals running and food drive organisers have said they are struggling with elderly helpers, as a result the Foodbank has been short staffed for the past 6 months.</li> </ul>	

<b>Organisation: Community House (Whanganui)</b>		<b>Funding: \$46,988</b>
Purpose of Contract	To build capacity of community service NGOs by part funding the coordination role of Community House including the remuneration of the Community House Manager and associated administrative infrastructure.	
Key Outcomes	Providing administration support and coordination to groups housed within Community House.	
Points to note	<ul style="list-style-type: none"> <li>• Currently have 14 tenants and room for 4 more</li> <li>• Comchat continues to grow, it is now up to 36 pages and distributed to over 665 recipients monthly</li> <li>• Provide administration support to members as required</li> <li>• Early planning for Covid-19 shut down by the Community House Board meant that the organisation was well prepared, with most organisations continuing to provide services from home</li> </ul>	

<b>Organisation: Waimarie Operating Trust</b>		<b>Funding: \$65,000</b>
Purpose of Contract	To cover operating costs such as insurance, power, rents etc during the off season.	
Key Outcomes	Progress on business plan which includes working towards financial viability.	
Points to note	<ul style="list-style-type: none"> <li>• 99 sailing days – 120 cruises and 12 charters</li> <li>• Early end to the season due to Covid-19, however, at that stage they were ahead of passenger numbers by 10.7% (6466 passengers)</li> <li>• The Trust is in its third year of a net positive balance sheet</li> <li>• New professional orated commentary for the vessel including Maori culture and Te Reo Maori (Tupoho endorsed)</li> </ul>	

	<ul style="list-style-type: none"> <li>Concerned about the next season due to tourist restrictions</li> </ul>
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<b>Organisation: Wanganui Community Patrol</b>		<b>Funding: \$11,255</b>
Purpose of Contract	To support the voluntary service undertaken by Wanganui Community Patrols by way of annual funding.	
Key Outcomes	Working closely with Police to provide foot patrols in the CBD during the week, car patrols across Whanganui and CCTV monitoring on a Friday and Saturday night from 8pm to 3 or 4am.	
Points to note	<ul style="list-style-type: none"> <li>43 patrollers</li> <li>2,814 patrolled hours and 468 camera hours</li> <li>Continued close association with Whanganui Police and completed tasks from Police as required</li> <li>Approached by Fire &amp; Emergency NZ in 2019 to establish teams to assist with the installation of smoke alarms – there are 9 members in this team</li> <li>A two day training was completed and by the start of lockdown 128 alarms had been fitted</li> <li>Supported Police with Firearms Amnesty in July, September and December 2019</li> </ul>	

<b>Organisation: Wanganui Surf Life Saving</b>		<b>Funding: \$ 92,860</b>
Purpose of Contract	To provide lifeguard patrols at Castlecliff and Mowhanau beaches as per Patrol Schedule including Christmas Day.	
Key Outcomes	Patrols provided six hours a day, seven days a week over the school holiday period including statutory days and then weekends until March.	
Points to note	<ul style="list-style-type: none"> <li>18 qualified staff</li> <li>60 days of service provided (3201 hours)</li> <li>Four rescues (two at Castlecliff and two at Mowhanau)</li> <li>Surf club members increasingly called out to support Police and Search &amp; Rescue</li> </ul>	

<b>Organisation: Whanganui Area Neighbourhood Support</b>		<b>Funding: \$11,255</b>
Purpose of Contract	To facilitate the increase in homes registered with Neighbourhood Support (NSG).	
Key Outcomes	To increase the number of registered NSG homes within the Whanganui District Council Area.	
Points to note	<ul style="list-style-type: none"> <li>4124 registered members, which includes 101 new members from new groups</li> <li>Working with 23 schools and 152 businesses</li> <li>Sending out weekly newsletters by e-mail to members containing burglary and crime statistics.</li> </ul>	

	<ul style="list-style-type: none"> <li>Six schools involved in the Junior Neighbourhood Schools programme, with presentations to students who show supportive behaviour in Term 1 and Term 3 each year- including an end of year trip – the awards in Term 1 2020 were cancelled due to Covid-19</li> </ul>
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<b>Organisation: Whakawhanake Waitangi Day</b>		<b>Funding: \$10,000</b>
Purpose of Contract	To deliver a Waitangi Day event for the enjoyment and participation of the public in general.	
Key Outcomes	Building community together with iwi and providing opportunities for iwi narrative to manifest history and identity for the District.	
Points to note	<ul style="list-style-type: none"> <li>Approximately 2000 people attended throughout the day</li> <li>13 agencies had stalls on the day</li> <li>Increased numbers of attendees at karakia and Aka</li> <li>Over 65s were able to go for a paddle on the awa</li> <li>A diverse range of people in attendance, this is a noticeable change</li> </ul>	

All reporting is verbatim

#### Line Item Annual Reporting July 2020

<b>Aotea Maori Wardens Trust</b>	
Performance Measure	
6 monthly and annual reporting	Completed
Total Number of Wardens	52
Total number of hours worked	4,704 total hours worked
Main types of work	<p>Street Patrol, Crowd Control, Traffic Control, Security, Parking, Tangi Hana, Mobile Patrol, Youth at Risk, Maori Liaison, Court Duties, Shuttle and Static</p> <p><b>Street Patrol</b> – In and around CBD 2x teams.  <b>Team 1:</b> Starting point both sides of Victoria Ave down to Trafalgar Square – Check with Shop owners for any concerns or problems as well as ensuring there are no problems through main street.  <b>Team 2:</b> Starting point Trafalgar Square, Wanganui Courthouse, Police Station, and Wanganui Library to War Memorial down to Victoria Ave finish back to office. General checks in and around these areas especially at the Library and Memorial Hall as kids are congregating, skating and cycling in and around these areas.</p> <p><b>Te Kura Kaupapa Maori o Kokohuia/Te Kura Kaupapa Maori o Tupoho and Cullinane College</b>            New Initiative by Police to go into the schools to assist students in gaining their Driver's License. This saw us working alongside the Police, schools and students 3 days a week building confidence and understanding of the road code. Although what initially started out as Driver's License Program turned into so much more, this gave opportunity to sit down on a one on one basis not only to share life experiences but provided more engagement to support students and gave forum to discuss any concerns they may have. i.e life choices, suicide, social wellbeing, bullying, participation or struggles.</p> <p><b>25<sup>th</sup> March 2020 – 08<sup>th</sup> June 2020 Covid 19 Lockdown</b>            This saw a huge change on how not only we operated but everyone in the Community. The immediate lockdown had us scrambling to not only keep up but also saw us reshuffle our manpower to support Raetihi, Marton and Taranaki.</p>
Agencies working	WDC, TKKM o Tupoho, CLAW, Police, Civil Defence, Fire Brigade, Hospice, Main street, , UCOL, Age Concern, Countdown, Nga Tai o Te Awa, Cullinane College, Aramoho Rowing Club, Kaierau Clubroom Committee, City College, Pakaitore Committee, St Marys, All Kohanga Reo, Plumber Dan, Ratana, Manawatu Fishing Club, C/Cliff Working men Club, All Marae, St Johns, TOIHA, Pak n Save, CYFs, MSD, Maori Toa, MoMA, Family Support, Tuwharetoa Settlement Trust, WAI 575 Steering Group Committee, Te Wai Ora Trust, Wanganui Community Mental Health, Family Violence, Awhi Mt Ruapehu, Rangitikei District Council, Ngati Apa, Community Patrol.
Participation in Safety & Wellbeing Reference Group	Yes
Key matters of significance	Theft in outer areas increased.

All reporting is verbatim

	Underage drinking.
Additional Training and Support required	We would like training and support with the following:
<p><b>Highlights:</b></p> <p>The last six months has certainly been different. At the beginning of the year saw us working on the streets patrolling then into the schools for Driver Licensing and in March came the Nation in Lockdown due to Covid 19. Since our organisation was predominately elderly half of our workforce were forced to stay home due to being high risk. The other half was split between Raetihi working alongside the Civil Defence maintaining presence, patrolling the streets, and assisting in the CBAC. Our Marton based crew were working alongside Ngati Apa for Traffic Management into the CBAC stations as and when needed as well as shuttling. Our Taranaki Crew were working alongside our Police to assist with Road Closures and Whanau wellbeing. Our Whanganui Crew were working alongside Te Awa Tupua Hub delivering care packages and Police patrolling through town and towards cliff ensuring lockdown procedures were adhered and checking in with whanau. Some of our crew were working at the banks providing security.</p> <p>At Level 2 saw a steady increase of people coming back into town and the 1<sup>st</sup> week of Level 1 was a huge turnout as people flocked back into stores. This saw a lot of the stores trying to figure out their new ways of operating as well as trying to adhere to government guidelines.</p> <p>Working with Police, Community Patrol, Women's Refuge and Family Harm Team to provide a safer community. The weekly meetings we have has been very beneficial since coming out of covid 19 this has given us an opportunity to work cohesively. It has also provided better working systems between us and community patrol as we are both being affected by our elderly members that are still afraid to come out.</p> <p><b>Issues:</b></p> <p><b>Burglaries and Drugs</b> has become a real concern around Whanganui. Sunny's shop on Victoria Avenue increased numbers of shoplifting since being re-opened.</p> <p><b>Skating, Dog Walking and Biking</b> still happening on sidewalks along Victoria Avenue. Since a lot of people were walking their animals over the lockdown period, they think this will be the new norm. We have explained that although there were some gracing period during that time but since we are back to normal operating procedures no dogs allowed in CBD.</p>	
<p>Where do you think we need to make changes/put our efforts:</p> <p>Invest in the Beaches and Lifeguards, promote and make it more appealing in some way so kids can go and congregate there.</p> <p>Kids Zone / Time out.</p>	

All reporting is verbatim

Christian Social Services Wanganui	
Performance Measure	Reporting
6 monthly reporting January 2020	completed
Participation in Safety & Wellbeing Reference Group	Meetings attended Opportunity to share what we do and who we help, Participation is helpful to meet other representatives from organisations and know what they do and how we can all work together.
Financial & Annual Report	
Number of food parcels distributed	<p>12 months 1/07/19 to 30/06/20 = <b>1918</b></p> <p>We record food parcels given under the following categories: Food parcels for:</p> <ul style="list-style-type: none"> <li>• 1st time food parcels - 386</li> <li>• Couples with children - 195</li> <li>• Couples with no children in their care - 51</li> <li>• Single parents with children in their care - 621</li> <li>• Individuals - 568</li> <li>• Adult Groups (more than 2 adults in the household) - 68</li> <li>• Overnight - 29</li> </ul> <p>The highest demand is for households with only 1 Adult and 1 Adult with children, even if the adult is working with a low income. With all but the overnight food parcels we aim to provide food for up to a week in each food parcel.</p> <p>Enough food and grocery items have been given to support 2468 Adults, 649 Teens and 1940 Children. Several food parcels are for repeated requests.</p> <p>The higher demand over this 12 months is due to Covid Alert Levels and the beginning of the on-going recovery. In comparison our last calendar year (Jan-Dec 2019) we gave 1531 food parcels supply enough food to feed 3,600 people.</p> <p>During Covid Alert Levels 2-4 we changed our criteria and supported people based on the understanding that they needed help for any number of reasons. Otherwise the criteria is as outlined below.</p> <p>Our statistics are recorded for people that we interview and follow our protocol showing evidence that they have no current food entitlements through MSD. People supported on a Government Benefit have entitlement to food grants so we ask them to access that provision before receiving food from us. Also by bringing a letter from MSD showing the breakdown of their weekly benefit payments we are able to see and help them if they have further entitlements. If they are supported by another organisation for social work, mental and physical health, and budgeting they can be referred by that agency. Currently we supply food parcels to 38 Agencies in Whanganui. 54% of food parcels were for the clients referred from agencies.</p> <p>Our clientele frequently appreciate the listening ear that they receive. Our discussions with people needing our services quite regularly are concentrated on budgeting help and support in other areas of their lives.</p>

All reporting is verbatim

	<p>We support them with food parcels, budgeting and advocacy through particularly difficult times and often see changes in their lives as a result of this.</p> <p>We estimate that we see approx. 1400 people using the Free Box service. This is food that we have an excess of at the Foodbank and can be a variety of food such as vegetables, fruit, canned food, packaged food that may have damaged packaging, food that is past it's Best Before date, which is not able to be sold but is still safe to use.</p> <p>We are aware that the friendly face and interest that we show to people that visit our premises may be the only interaction that they experience that day.</p>
Number of people attending Xmas Lunch	<p>Christmas Lunch held at the Eulogy Lounge at the Whanganui Racecourse.</p> <p>We catered for 450 people.</p> <ul style="list-style-type: none"> <li>• 360 seated as guests.</li> <li>• 9 takeaway meals for people unable to leave their houses – picked up by their supporting agency</li> <li>• Approx. 30 volunteers served on the day and required a meal.</li> <li>• Approx. 40 volunteers served without sharing a meal.</li> </ul> <p>Several volunteers helped on the 24th with the setup, gift wrapping and food preparation.</p> <p>People help year after year volunteering at the Christmas Lunch; they enjoy it and we enjoy our contact with them. We find a lot of volunteers help to ensure they are connected with others on Christmas Day. With only 3 employees at the City Mission we couldn't hold this event without the volunteer support. Music was provided by Tim Davies and much appreciated</p>
Number of Total Care budget clients	<p>Currently 29 clients – 5 are new clients; 7 clients have exited. Our numbers grow slowly as new clients enter the service others exit.</p> <p>Main reasons for using this service:</p> <ul style="list-style-type: none"> <li>• The person may not have their own bank account</li> <li>• The person cannot recover from debt</li> <li>• The person does not have the understanding or capacity to understand their own finances</li> </ul>
Number of people attending Friendship Lunch	<p>Friendship Lunches held 4 weekdays in church halls throughout the city. Each group serves 25-40 people each week and the people attending are regulars. Presently only 4 days per week. St Mary's meal usually held on Mondays is no longer running. Christchurch Church (Tuesday, still to start over Covid) Castlecliff St Lukes (Wednesday) Wanganui East (2 Thursdays per month) no meal on Fridays. They are run by volunteers.</p> <p>At this stage no-one else has come forward to fill the gap when meals are not held, even though we keep putting the word out there</p>
<p><u>Highlights</u></p> <ul style="list-style-type: none"> <li>• Community support of donations for the Foodbank and Zest for Mission shop which operates to support the foodbank is on-going and appreciated.</li> </ul>	

All reporting is verbatim

- It is overwhelming to see the Community support of money received over these past months because of Covid – it is apparent that people who are able to share the excess that they have are very concerned for people that go without and have no reserves. This is always obvious at Christmas but to see it from people when none of us had any idea of what the coming months will bring was humbling.
- Working collaboratively with other organisations has increased the demand for food parcels. It is our drive to help people that are disconnected, isolated and lonely in community. We can work together to care for the most vulnerable in Whanganui.  
11% of food parcels are for people being supported by prisoner rehabilitation programmes  
11% were required for Women's Refuge, NZ Police and the FLOW Team  
13% were for Whanganui Budget Advisory
- Many of the food parcels required in these situations are repeated for the client up to 10 times in the year.
- Availability of good kai has come to us from all areas of NZ, this has helped us to put nourishing kai in food parcels.
- The Total Care Budget service is one of the best ways that we can offer support to people that are struggling to make ends meet. A great deal of advocacy is necessary on our part and total disclosure on the client's part is required to successfully place someone on this service. Seeing people get well, confident and put positive changes in place as they get out of debt is rewarding. Being able to be there for them when other areas of their lives are not going so well for them is also beneficial to them. They frequently say, I don't know what I would have done if you weren't here.
- Volunteers – We couldn't do what we do without the volunteers help. The Foodbank has 16 volunteers working a combined 60 hours per week.  
The Zest for Mission shop has approx. 34 volunteers working a total of 120 hours per week.
- Some are retirees enjoying an opportunity for community service, others are looking for paid work and give their time and skills in the meantime. We watch their confidence grow and some have now moved off into paid employment elsewhere - we regard this as a real plus for what we do.
- Rotary Food Drive – once again we acknowledge the support of the community for the food drive, held in October. For the greater community putting food out at their gates, then the Rotary Clubs, Collegiate school and an army of Volunteers who collect, sort, box it up and deliver it to the Foodbank.
- Community Christmas Lunch – we focussed again on creating a festive celebration for any one that found themselves in Whanganui without friends and family, for any reason. We received donations of food, money, goods and presents from individuals and businesses. Pak n Save was the main supporting supermarket. We especially acknowledge the support of the Manager at the Whanganui Eulogy Lounge and his contribution, making the event very easy to run.

Concerns:

- Keeping the weekday **friendship meals** running.
- The organisers of the **food drive** have also expressed the difficulty in organising with the elderly helpers that have participated for years. We have another idea in mind
- We have been short staffed for the past 6 months – volunteers are great for Foodbank needs but to get administration and management work done while meeting the client demand is difficult. We look to employ another administrator as soon as possible.

All reporting is verbatim

<b>Community House (Whanganui)</b>	
Performance Measure	Reporting
6 monthly reporting January 2020	Completed
Participation in Safety & Wellbeing Reference Group	Community House Whanganui continues to be actively involved in the Safety and Wellbeing Reference Group.
Provision of annual audited accounts	Attached
Provision of updated strategic plan	A review of the Strategic Plan is on the agenda for our next Board meeting later this month and will be provided accordingly.
Annual Survey of Tenants	Our Annual Operational Performance Surveys were completed in June. We used Survey Monkey for the first time to ensure anonymity and transparency. The summary results are attached.
Progress to date on digital plan	<p><b>Phone and Internet Systems</b> – Following on from the upgrade of our shared phone system last year we are in the process of upgrading our internet system to one continuous wifi signal throughout.</p> <p><b>Com.Chat</b> – Com.Chat is entirely distributed via email and online.</p> <p><b>Website and Social Media</b> – remain up-to-date and a popular point of contact and information sharing.</p> <p><b>Computer Systems</b> – in order to work remotely we applied for funding for and purchased two laptops and had everything put in the Cloud during Covid-19 Alert Level 4. We have since applied for funding to upgrade our outdated desktop office computers also.</p>
<p>Key Achievement of manager</p> <p><b>Organisations</b> – we have seen one tenant leave (as the operations moved to Palmerston North) and have welcomed one new tenant organisation in the last six months. We have also converted the old Manager's office into an additional separate space which, once rented, will help keep costs down for everyone. We currently have 14 tenant organisations and space for up to 4 more. It remains a priority to fill remaining space as soon as possible. In the interim we have been casually renting the free rooms which has contributed towards the overall rent and there has been a reasonable demand for the additional casual hire space.</p> <p><b>Administration Services</b> – we continue to provide varying degrees of administrative support to organisations, both within and outside of the house. Work we do ranges from wages, accounting, IRD filing, funding and accountability, annual reporting, meeting minutes and newsletters. We also assist organisations with their social media and websites.</p> <p><b>Com.Chat</b> – Com.Chat continues to grow with increasing numbers of contributions coming in for inclusion in Com.Chat and on our Facebook page. Com.Chat is now up to 36 pages and is directly distributed to over 665 recipients monthly. It is further shared to recipient organisation's members and contact lists from there. We received a lot of positive feedback on the Covid-19 editions.</p> <p><b>Community Organisations Database</b> – the Community Organisations Database, with around 915 entries, is searchable and updated twice daily. All organisations are contacted at least annually to ensure that the information is current. The database was a valuable resource over Covid-19 and we have noticed an increase in enquiries since with people wanting to connect with others.</p> <p><b>General Enquiries</b> – our office continues to provide regular assistance in directing vulnerable people, often in emergency situations, to appropriate organisations, as well as answering database and other enquiries from the community.</p>	

All reporting is verbatim

**Stationary Services** – we continue to provide stationary and office services to the community at reasonable rates.

**Meeting Training Space** – apart from during Covid-19 we have continued to have steady regular and casual bookings for our Interview/Counselling Room and Conference Room facilities.

**Eftpos** – demand remains steady for our mobile Eftpos machine which we hire either free or at reduced rates to community organisations for use at their meetings and fundraising events.

**Webpage and Facebook** – our website [www.communityhouse.org.nz](http://www.communityhouse.org.nz) continues to be visited regularly for information about Community House Whanganui, our tenant organisations, the community database, and our casual hire spaces. Our Community House Whanganui Facebook page [www.facebook.com/communityhousewanganui](https://www.facebook.com/communityhousewanganui) continues to grow with 650 page likes and post reaches of up to 20,000+ people.

**Key challenges and strategies to mitigate**

**Covid-19** – has dramatically impacted on all aspects of the operations of Community House Whanganui from having to set up to work remotely to how we interact with and support our clients. We have developed Community House Whanganui policies for each Covid-19 Alert Level (so all our member groups know what is happening) as well as a Covid-19 Safety Plan outlining steps we have taken to manage risks and help keep our staff, volunteers and clients safe.

**Funding / Fundraising** – will continue to be a challenge, particularly in the current economic climate. We continue to work hard to raise our public profile (both online and on social media, and at community events), and continue to build and strengthen relationships with and assist our community in every way we can. We have also taken steps to reduce our expenditure where possible.

**Disruptive Clients** – we have noticed a decrease in disruptive clients, in part as a result of the measures we have put in place to provide a safe environment for our staff, volunteers and clients, and in part as a result of an organisation moving from the building.

Waimarie Operating Trust	
Performance Measure	Reporting
Copy of Business Plan incorporating targets / KPIs	provided
Copy of annual accounts	Provided separately
Budget for the year ahead	
Number of sailing days	99
Number of people who have been on the boat	6,466
Progress on Business Plan: Attached	
Compliant health and safety plan	
<u>Highlights</u> <ul style="list-style-type: none"> <li>At the early end of season (due to COVID-19) we were 10.7% ahead on passenger numbers for the same period last season.</li> <li>GPS activated recorded commentary is now operational on the vessel and receiving very good feedback. This was completed with the generous assistance of Te Rununga o Tupoho who provided local Māori history, karakia in Te Reo Māori and financial support from the Wanganui Lions Club.</li> <li>Established Instagram account which continues to grow. Established Google My Business account for both the paddle steamer (4.6 Star rating) and Riverboat Museum (4.3 Star rating).</li> <li>Utilising Eventfinda to spread knowledge of our cruises.</li> <li>Established Google Analytics to monitor website activity and use this information as may be required.</li> </ul>	

All reporting is verbatim

3 Educational cruises completed providing the opportunity for 193 students from lower decile schools to experience the paddle steamer and Riverboat Museum.

Concerns / Issues:

- The inability to obtain support from Whanganui and Partners (via Regional Business Partner Services) as we do not fit one of five eligibility requirements in that we are not: a **privately owned business**.
- Financial implications as a result of ending the season 6 weeks early which was alleviated by the ability to obtain the Wage Subsidy.
- How next season will develop as a result of COVID-19.
- We continue to experience issues with the berthing of the vessel as a result of the build-up of mud and debris on the west bank below the wharf, and the swirling currents that have developed in the awa below the wharf. With the assistance of Horizons, we were able to remove some of the debris. We will need to do the same before the summer season.
- Over the summer we continued to experience vandalism and young people using the vessel as a platform to jump into the awa. Prior to lock down we were working with Police to look at options to stop this. We will continue to pursue options with Police.
- We are beginning to develop our Marketing Plan which will form part of our Business Plan which is also under review.
- We continue planning for the out of water survey in 2021. This will be a considerable undertaking at a significant cost.

Wanganui Community Patrol	
Performance Measure	Reporting
6 monthly reporting January 2020	Completed
<b>Activity Statistics including</b>	
Number of hours of patrolling	2,814
camera hours worked	468
patrol kilometres travelled	14,651
special service incidents reported	692
people related incidents reported	60
disorder related incidents reported	48
damage property related incidents reported	8
property related incidents reported	33
vehicle related incidents reported	37
number of admin hours	517
number of training hours	78
<b>Annual reporting</b>	
financial reports and other appropriate reports as requested	provided
training updated provided	This year our main training has been concentrated on the use of Police Radio's and communication etiquette with a number of training nights being held during the year assisted by the Police  This is a very important part of Patrolling.
<b>Results Based Accountability Reporting</b>	
Number of CCTV Cameras	27
Number of weekends cameras are monitored	52

All reporting is verbatim

Number of available weekends		52
<b>Narrative to include</b>		
Outcomes of the patrols	<p>This year we have continued our very close association with the Police staff in Whanganui and with DCC in Palmerston North. We have one nominated member attending Monday's Crime Prevention Meetings. This involvement strengthening our roles and provides forums for both the Police and Community Patrol to discuss and interact over tasking requirements. The intel staff provide up to date information on a daily basis for our patrollers to act on.</p> <p>May last year we were approached by Fire Emergency New Zealand to establish a team of patrol members to assist them with the instillation of Smoke Alarms.</p> <p>This joint project was being run very successfully in the Hawkes Bay and had the backing from our national office CPNZ.</p> <p>There is 9 members who were prepared to be part of this joint venture to install Smoke Alarms and to be involved with Fire Emergency New Zealand. A two-day training was run at the fire station on the 6<sup>th</sup> &amp; 7<sup>th</sup> July.</p> <p>The partnership that has been established is extremely successful and at the start of lockdown we had installed 128 Smoke Alarms for Fire Emergency New Zealand.</p> <p>On the 26<sup>th</sup>, 27<sup>th</sup> &amp; 28<sup>th</sup> July the first Firearms Amnesty buy back scheme and the patrol was asked by the Police to assist.</p> <p>The next Firearm Amnesties were held on the 27<sup>th</sup> &amp; 28<sup>th</sup> September. 4<sup>th</sup> 5<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> 17<sup>th</sup> &amp; 18<sup>th</sup> December. Again, Police asked for assistance which was well supported by the patrol members.</p> <p>The patrol also assisted Hospice Whanganui with their first Laser Light Show Plus assisted the Police with the Annual Blue Light Golf tournament</p>	
Evidence of participation in the Safer Whanganui <i>Safety and Wellbeing</i> Reference Group Meetings	<p>Graeme Veale is our Representative on this committee and regularly attends meetings on our behalf and reports back to our committee which enables us to continue the continuity with Safer Whanganui and the Wanganui Community Patrol.</p>	
Highlights and Concerns/Issues	<p>Previous years we have expressed concerns over the lack of maintenance to the local CCTV camera's and it is pleasing to advise that last year tremendous effort has been made by the Whanganui District Council to rectify these issues.</p> <p>Unfortunately, there is always going to be on going issues but these are being continually address.</p> <ul style="list-style-type: none"> <li>Many thanks to Scott Wylie.</li> </ul>	

All reporting is verbatim

Wanganui Surf Life Saving																																											
Performance Measure	Reporting																																										
The lifeguards are qualified to a standard agreed with Surf Lifesaving New Zealand (copies of qualification and training updates provided)	Evidence provided by Surf Life Saving NZ 18 qualified staff – 10 completed refreshers and 7 newly qualified and 1 patrol support.																																										
All Wanganui Lifeguards adhere to the Wanganui Surf Lifesaving Service 'Code of Practice'	Evidence provided by Surf Life Saving NZ																																										
Evidence of Police Vetting Policy is in place	Surf Life Saving NZ policy																																										
Provision of a Patrol Operations Manual signed off and approved by Wanganui Surf Lifesaving committee and Surf Lifesaving NZ	Complete																																										
That Wanganui Surf Lifeguards adhere to the Surf Lifesaving NZ policies and regulations (ensures best practice and SLSNZ insurance cover)	Evidence provided by Surf Life Saving NZ																																										
Annual equipment audit	Not provided																																										
Provision of Patrol Operations report 2018/2019 by 12 July 2019	Completed																																										
Evidence of a building upgrade plan	Not provided																																										
The provision of audited accounts	completed																																										
<b>Service Provided for the 2018-19 Season:</b>																																											
<ul style="list-style-type: none"><li>• 7 Days a week during school holidays (14/12/2019 - 02/02/2020).</li><li>• Weekend Patrols to the 1/03/2020.</li><li>• Patrol time 12:00am – 6:00pm, Total 6 Hours.</li><li>• 18 Employed SLSNZ Refreshed and Police Vetted Lifeguards.</li><li>• Patrol Season Finished 1st March 2019.</li><li>• Total 60 days of Service provided.</li></ul>																																											
<b>Lifeguarding Statistics for 2019 – 2020 Patrol Season</b>																																											
<table><tr><th>Beach</th><th>Hours worked</th><th>Searches</th><th>Rescues</th><th>First Aid</th><th>Preventative Actions</th><th>Head Count*</th></tr><tr><td>Castlecliff</td><td>1,658</td><td>0</td><td>2</td><td>2</td><td>3,587</td><td>8,604</td></tr><tr><td>Kai-iwi</td><td>1,543</td><td>0</td><td>2</td><td>5</td><td>3,550</td><td>8,804</td></tr><tr><td><b>Total</b></td><td><b>3201</b></td><td><b>0</b></td><td><b>4</b></td><td><b>7</b></td><td><b>7,137</b></td><td><b>17,408</b></td></tr><tr><td>2018 - 19</td><td>2,278</td><td>1</td><td>2</td><td>5</td><td>6,990</td><td>27,273</td></tr><tr><td>Difference</td><td>+923</td><td>-1</td><td>+3</td><td>+2</td><td>+147</td><td>-9865</td></tr></table>	Beach	Hours worked	Searches	Rescues	First Aid	Preventative Actions	Head Count*	Castlecliff	1,658	0	2	2	3,587	8,604	Kai-iwi	1,543	0	2	5	3,550	8,804	<b>Total</b>	<b>3201</b>	<b>0</b>	<b>4</b>	<b>7</b>	<b>7,137</b>	<b>17,408</b>	2018 - 19	2,278	1	2	5	6,990	27,273	Difference	+923	-1	+3	+2	+147	-9865	
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*the head count statistics are taken by the lifeguards on a hourly basis from 12am-6pm only on days that were patrolled.																																											
<b>Searches:</b>																																											
There was no searches conducted during patrols but our lifeguards and the WSLS Call-out Squad prepared for a search when Police notified the club of a fishing boat that capsized crossing the bar at Castlecliff. The 2 patients were picked up quickly by a passing fishing boat. The WSLS Call-out Squad assisted the Wanganui Coastguard in recovering the boat.																																											
<b>Rescues / Assisted to Safety:</b>																																											
There was a total of four (4) rescues or assisted to safety during patrols, two (2) rescues took place at Castlecliff and two (2) at Kai-iwi Beach.																																											
All patients were rescued or assisted to safety by the quick thinking and fast action of our lifeguards, they were all left in stable condition and no further treatment was required.																																											
<b>First Aids:</b>																																											

All reporting is verbatim

There were seven (7) minor first aid incidents this summer. These were mainly minor cuts from driftwood or glass and minor burns from sun and hot sand. Patients were treated and given First Aid on site by qualified and refreshed First Aider and no further treatment was required.

**Preventative Actions:**

These actions taken by the lifeguards help to avert the beach goers getting into dangerous situations. One of the key aspects of a lifeguard is not only to provide a safe swimming environment but also to educate the public on the safe practices on our beaches and advise on any surrounding dangers.

These include:

- Keeping swimmers between the flags,
- Advertising "Never surf or swim alone",
- Advising on hazards before swimming,
- Alerting beach users before they get into danger,
- Listening to the advice of the lifeguards,
- Being sun smart,
- Knowing your limits.

Whanganui Area Neighbourhood Support Group	
Performance Measure	Reporting
Six Monthly and Annual Reporting	Completed
Number of new homes registered	From the 1 July 2019 to 30 June 2020 our members have increased by 101 household members. We have a total of 4124 members. Included in the 4512 members figure are 30 schools and 153 Businesses
Types and frequency of agency links	<p>We work collaboratively with several partner agencies and services. We attend meetings with the following groups:</p> <ul style="list-style-type: none"> <li>• Whanganui Safe &amp; Wellbeing Reference Group, meetings are held Bi-monthly. We work together to share safety information, and support each other's events. We promote events on our Facebook page, put up posters on the window at Whanganui East Community Police Station and in our email newsletters.</li> <li>• We attend weekly 'crime prevention' meetings on Monday mornings at the Police Station alongside partner agencies. We work with the Community Constable, Rural Constables at meetings and as guest speakers. We work with the Youth Education Officers when presenting Junior Neighbourhood Support awards.</li> <li>• We attend Whanganui Emergency Management meetings which are held quarterly. One of our NSG Board Members is our representative for the Positive Ageing Meetings which are held quarterly.</li> <li>• We work with Age Concern when attending meetings at the Whanganui District Council Retirement flats.</li> <li>• Community Patrol kindly deliver copies of our weekly newsletter to businesses in Victoria Avenue.</li> <li>• With our Junior Neighbourhood Support Programme we operate in 9 schools/kura who are predominately decile 1. We work in partnership with the Police, Civil Defence, Fire &amp; Emergency and Whanganui District Council. We are supported by WDC, St Johns Club, Whanganui East Club, Castlecliff Club and Margaret Watt Children's Trust. In Term 1 &amp; and Term 3 we present 66 awards each term to children to</li> </ul>

All reporting is verbatim

	<p>recognise their outstanding behaviour and the children being good citizens and having a positive attitude at school, home and in the community.</p> <ul style="list-style-type: none"> <li>• The Neighbourhood Support Board is run by members of the Community who are volunteers, the members include a Police Officer and Fire &amp; Emergency Officer.</li> <li>• On the 10 March a group of youth volunteers were organised by the Police to do a large letterbox drop of our pamphlets in the Whanganui East area; Kiwi St, Mahoney St, Falkland St, Wilkie St and Lenihan St.</li> </ul>
Outcomes of support and information for volunteers	<ul style="list-style-type: none"> <li>• We send our members weekly e-mail newsletters which have the burglary and theft x car statistics from the Police. We also include safety tips from our partner agencies as well as promoting local events and campaigns. Our newsletters are sent to our household members as well as schools and businesses. Our quarterly newsletter is emailed, we also post copies to Street Contacts who do not have email. We send urgent messages from the Police, weather warning messages from Civil Defence and COVID-19 Health Matters information from the Whanganui Regional Health Network.</li> <li>• We did a huge letterbox drop in Whanganui East around the Whanganui East Baptist Church. We held a public meeting there on 11 March, all of our members in the area were invited. Our guest speakers were Snr Constable Keith Thomson &amp; Emergency Management Officer Tim Crowe, 30 people attended the meeting.</li> <li>• Debbie was a guest speakers working with Snr Constable Keith Thomson at the Hakeke Street library on the 25 June, 6 people attended and we have 3 new members from the meeting.</li> <li>• During 'lockdown' we were phoning our Street Contacts to check how they were and to also update our database. We have been phoning our members to increase our email addresses so as many members as possible will receive our newsletters and vital information from our partner agencies.</li> </ul>
Key Matters of significance	<ul style="list-style-type: none"> <li>• Neighbourhood Support Board Meetings are held bi-monthly. Neighbourhood Support Central District meetings are held quarterly.</li> <li>• We attend weekly crime prevention meetings on Monday mornings at the Police Station.</li> <li>• We have a group of our Whanganui East volunteer members who have ongoing training with Civil Defence and the Red Cross to run a Civil Defence Welfare Centre in the event of an emergency in Whanganui East.</li> <li>• We attend bi-monthly meetings with the 'Safe &amp; Wellbeing' committee. We work collaboratively at events; 'Safe as Houses' project and 'Family Fun Day', so we can share safety information with people in the community.</li> <li>•</li> </ul>
Participation in Safer Whanganui	Attend all Safety & Wellbeing meetings and participate in initiatives
Data Analysis on crime	Graph provided.
Financial Reported	Financial reports submitted

All reporting is verbatim

<b>Key Projects</b>	<ul style="list-style-type: none"> <li> <b>Junior Neighbourhood Support Programme -</b>            We have 4 schools and 2 kura; Aranui, Castlecliff, Te Kura O Kokohuia, Wanganui East, Te Kura Kaupapa Maori O Tupoho, Tawhero,            Tasks include emails, phone calls to schools in Term 1 &amp; Term 3 requesting assembly dates, names of children and reasons why the children are receiving their awards - 4 hours per year. Attending and presenting the awards at 6 schools/kura - 12 hours per year. Making up the backpacks approximately 30 minutes per school - 9 hours per year. Letters to clubs and funders and thank you letters - 2 hours. Visiting shops to collect snacks, balls, lunchboxes, laminating certificates, blowing up balls with air compressor - 3 hours per year. Funding applications and accountability reports – 10 hours per year. Planning and organising the end of year ‘Big Day out’ trip = 15 hours per year. Two staff members to go on the ‘Big Day Out’ trip – 22 hours per year. Emails and letters to invite our kind sponsors to the awards - 2 hours per year. Estimated hours per year on our Junior Neighbourhood Support Programme is 88 hours.  <i>Due to COVID-19 and schools cancelling their Term 1 assembly we did not present any awards in Term1. Estimated hours for this year is 73 hours for Junior Neighbourhood Support.</i> </li> <li> <b>Neighbourhood Support Public Meetings.</b>            We organise 4 public meetings per year. Due to COVID-19 and the lockdown, we have organised 3 meetings this year. The meetings take approximately 2 hours. Time taken to invite members by e-mail, post, phone calls, letter box drops, inviting guest speakers; Police Officer &amp; Emergency Management Officer, two NSG staff members = 14 hours per meeting. Entering new members onto our database and phoning people on the attendance list. This can increase with letterbox drops around the area to invite all of the residents. Follow-up phone calls and emails to residents who attended the meeting.         </li> <li> <b>Setting up a new Neighbourhood Support Group.</b>            Estimated time including having a meeting with new members, producing invitation, and loading the members onto the database is approximately 6 hours per group.         </li> <li> <b>Neighbours Day Aotearoa.</b>            We promote this yearly at the end of March over a weekend. ‘Neighbours Day Aotearoa’ is a National campaign. We promote the event in our newsletters, Facebook and posters. We encourage neighbours to get together.         </li> <li> <b>Civil Defence Training – Neighbourhood Support Members.</b>            Ongoing training for our Whanganui East members who volunteer to run a Civil Defence Welfare Centre in Whanganui East in the event of an emergency.         </li> </ul>	
<b>RBA reporting</b>  <i>How much</i>	<ul style="list-style-type: none"> <li>Number of members who were trained</li> <li>Number of members who completed training survey</li> </ul>	<ul style="list-style-type: none"> <li>30 Whanganui East residents.</li> <li>17 residents.</li> </ul>

All reporting is verbatim

<i>How well</i>	<ul style="list-style-type: none"> <li>Percent of Street Leaders who are satisfied or highly satisfied with Street leader training.</li> </ul>	<ul style="list-style-type: none"> <li>Excellent feedback was given for our Police and Civil Defence guest speakers. Residents really appreciated the crime prevention information, preparing for an emergency information and the COVID- 19 information just before the lockdown restrictions started to come into effect.</li> </ul>
<i>Is anyone better off:</i>	<ul style="list-style-type: none"> <li>Number of Street Leaders who report they know more about how to keep their Streets safer after completing training?</li> </ul>	<ul style="list-style-type: none"> <li>The 17 residents who filled out the feedback forms agreed the information they received was of benefit to help keep their street safer.</li> </ul>

<b>Whakawhanake Waitangi Day</b>	
Performance Measure	
Annual reporting	Completed
Number of people attending the event	Approx 2000 attended the event throughout the day
Agencies involved in the event	<ul style="list-style-type: none"> <li>Electoral Commission</li> <li>Māori Land Court</li> <li>Te Oranganui</li> <li>Whanganui District Council Youth Committee</li> <li>Pakaitore Historic Reserve Board</li> <li>Awa Fm</li> <li>Whanganui Iwi</li> <li>CrossFit Nefarious</li> <li>Whanganui City College</li> <li>Cullinane College Whanganui</li> <li>Te Kura o Kokohuia</li> <li>TPK</li> <li>CLAW</li> </ul>
Financial report outlining the use of the Grant	Completed
Highlights and Concerns and opportunities to improve	<ul style="list-style-type: none"> <li>Large turnout from the local community</li> <li>Increase of stall holders this year</li> <li>Increased numbers of community attendees at karakia and Aka</li> <li>Over 65s were able to go for a paddle on the awa</li> <li>There was a diverse range of people in attendance, this is a noticeable change from the five years we have been running the event</li> <li>A lot of entertainment for the children's area</li> </ul>

## 5.2 COMMUNITY CONTRACTS ANNUAL REPORTING

**Author:** Lauren Tamehana - Manager Safer Whanganui

**Authoriser:** Stephanie Macdonald-Rose - Policy & Governance Manager

**References:** 1. Community Contract Reporting - July 2020

### Recommendation

That the Strategy and Finance Committee receive the report – Community Contracts Annual Reporting.

### Executive Summary

The purpose of this report is to provide Council with annual outcomes from the 2019/2020 Community Contract round.

### Key information

There were a total of 30 applications received this funding round. This included three 'projects of significance' applications. A total of \$242,007 was requested.

24 organisations were successful. Three were projects of significance, in their second year of application, and 21 were for the community fund. The total funding distributed was \$150,000.

Of the 24 contracts, only one did not report on time for their annual reporting requirements. All organisations received two or three reporting reminders, one in June and two in July including the week that the reports were due.

The Community Contracts process uses Results Based Accountability reporting. This will not only provide examples of how many people were involved in each of the activities / projects, but also strong examples of how the project has made a difference to the community.

The verbatim summary reports are attached **Ref.1**.

**Sports Heritage Trust****Virtual Sports Museum and Events highlighting Whanganui's sporting heritage****Requested:** \$50,000**Granted:** \$10,000**Rollover:** 2018,2019,2020**End of Period****How much did you do?**

Average 676 per week hits on the website

358 hours spent on website

Sports 6, Organisations 2, volunteers 10 sports signed up including volunteers

12 events, personality profiles entered onto the website

26 media articles completed and published

12 presentations pop up exhibitions staged

**How well did you do it?**

96% of people said they were satisfied or highly satisfied with the information provided on the website

**Is anyone better off as a result of this project?**

570; being 84.5% of people said they had increased their skills and knowledge after visiting the website

**Highlights**

**Highlights**

Highlights for the year have been:

1. Finalisation of the Web site design.

**"The Digital Archive of Whanganui's Sporting Heritage"** section has been finalised and will be going online over the next couple of weeks.

We have had an enquiry from another Whanganui Heritage organization regarding our site and we will be making available to them our various templates so that they can set up their own digital web site.

**1. Presentations and Displays.**

Event and Personality Profiles completed.

Personalities: Arthur Holder, Thelma Kench, Don Evans, Lord Porritt & Kevin Ross.

Events: Official Opening Meeting at Cooks Gardens 1897, first athletic meeting at Cooks Gardens 1897, NZAAA Championships at Cooks Gardens 1898, 1980 Pan Am TV2 track Series, Cooks Classic 2020.

**1. NZ Army VIII display at the Whanganui Regional Museum.**

The story of the NZ Army VIII from 1919 to the present day. Trust coordinated the supply of material from the Clarrie Healey Collection for the display and was instrumental in the display and restoration of the original 1919 eight oar boat.

**1. Arthur Holder Display.**

This was first displayed at the Sir Peter Snell International Track meeting at Cooks Gardens in March 2019. Arrangements have been made so that this display will be a permanent feature at the Whanganui Sports Hall of Fame Wall located at Cooks Gardens from March, 2020. The present time we are looking for an alternative site as the Council will not allow for the display at Cooks Gardens as previously advised.

**1. Heritage Month (August / September 2019)**

Three talks were given during the month at the Whanganui Regional Museum.

His Worship the Mayor - Hamish McDouall - "Whanganui's Iconic Sports Heritage"

Russell Sears - "Athletics & Cycling in the Rivercity"

JB Phillips - "Wanganui Rugby"

**1. Mile Heritage and the death of Sir Peter Snell.**

In November the Trust supply the IAAF (World Athletics) the only black and white film footage of Peter Snell One Mile World Record at Cooks Gardens in 1962 for showing at a dinner in Monaco which was to feature all living One Mile Record Holders. The film of the race was shown before an international gathering of over 600 people.

Since the unfortunate death in December of Sir Peter Snell we supplied numerous press interview on what the World One Mile Record set at Cooks Gardens has meant to Whanganui. The Trust was involved in the WDC tribute to Snell held at Cooks Gardens on the 27 January, 2020 with around 130 people in attendance.

**1. New Zealand One Mile Championship.**

The Trust received notification from Athletics New Zealand that they had approved the reintroduction (after 50 years) the One Mile Championship to their National Championships programme from 2020. This was to have been held at Cooks Gardens in March. However due to Covid-19 the meeting was postponed and will now be staged on the 30 January 2021.

**Issues**

**Issues**

As with most organization the activities of the Trust have been severely impacted by Covid-19 and unfortunately the Trust did not the requirement for government assistance.

Over the last months illness to a key volunteer has also caused delays to the Digital Archives going online.

**Te Ora Hou Whanganui Inc****Tohatoa Community Youth Wellbeing Project****Requested:** \$50,000**Granted:** \$30,000**Rollover:** 2018,2019,2020**End of Period****How much did you do?**

- 14 staff / youth workers trained in Tohatoa model
- 12 training sessions delivered
- 10 staff / youth workers completed an evaluation form
- 50 young people were mentored

**How well did you do it?**

- 90% of youth workers / staff felt satisfied or highly satisfied with the training provided
- 100% of young people were satisfied or highly satisfied with the mentoring programme

**Is anyone better off as a result of this project?**

- 34% being % of staff / youth workers felt competent in understanding Tohatoa
- 34% being 85% of young people felt mentoring has been helpful to their specific needs
- 14% being % of youth workers have changed their practice

**Other****Participation in Safer Whanganui Family Violence Reference Group**

Te Ora Hou has participated in the Whanganui Youth Wellbeing Collective. This is specific to youth development, and includes family violence kaupapa. Annie Firaza is also a member and links into the broader VIN.

Te Ora Hou and Nga Tai o Te Awa facilitated a process across the youth sector to develop a Whanganui rangatahi Maori wellbeing plan, we call He Iere. An interactive website is currently being developed.

**Highlights**

The national Tohatoa model and literature is currently being peer reviewed and moderated, before the final formal model is completed. This was held up by covid19, and other factors. Whanganui team have been one of the teams who have been learning and critiquing as we go, so we are able to test the model to ensure its application is as good as its theory.

Tohatoa bring a (emphasis on 'a' not 'the') Maori worldview and the experience of youth development together. The team are reflecting on our work thus far, and each term are setting goals that further deepen our understanding and practice. This is a long term and evolving process. The model is 'live', in that it will grow with our teams.

Our aspiration is that by December 2020 Tohatoa will be deeply understood and practiced as our normal way of supporting positive youth development with rangatahi Maori.

**Issues**

The model isn't a 4 point plan, it has complex dynamics. It needs to be revisited often to ensure what we are doing aligns with Tohatoa. It requires a level of knowledge of te ao Maori and te reo to understand the concepts and its application. Our team is growing in our collective understanding, and this growth will continue.

**whanganui Peoples Centre****Community Agency and Awareness - operation whos Missing -****Requested:** \$20,000**Granted:** \$20,000**Rollover:** 2018,2019,2020**End of Period****How much did you do?**

We have worked with 60 clients that need housing support

**How well did you do it?**

3% of people were repeat homeless clients

**Is anyone better off as a result of this project?**

350 of homeless people have been supported into emergency/transitional housing

16 homeless people have been supported into social housing

350 people have been supported into private rentals

**Other****Participation in Safer Whanganui Emergency Housing Reference Group**

attended where possible

**Highlights**

We achieved over 300 clients/ whanau housed in the community of Whanganui. We achieved a smoother process with the organisation that we deal with. As organisations we see results with our clients/ whanau, they are now referring to our agency. This has meant in the current Covid-19 period that housing demands were extreme, housing over 76 people in the lockdown period. I was fortunate to have access to 2 motels brought 2 days prior to lock down. I approached the investors and was given the properties to operate as emergency housing. We offered the housing to Police for the domestic Violence Personal Safety Orders served (which housing was needed for up to 7 days). They also housed homeless that were on the street to the motels for the lockdown period. as long as I could with a few clients as 2 of the clients prefer to live their preferred lifestyle. We also housed released prisoners. I have opened 4 shared living accommodation properties with a variety of clients in each property. Ranging from pathways to released prisoners and homeless. These are working well. I visit the properties every second day or daily to ensure that the clients are meeting the required appointments and that the household is running smoothly. A meal is had at each household weekly to maintain any in house disputes that may arise, this gives a control platform to clear any issues within the household. These are not without challenges. I have meetings with probation, pathways, CMH key workers and the clients to ensure we are all on the same page. I also have been meeting with the CEO of WDHB every 3 to 4 months to develop a relationship between services specifically mental health to ensure clients that are unwell are receiving continuing support.

**Issues**

Connecting with mental health services crisis team, When someone presents mentally unwell. The struggle to have engagement from mental health is a very tiring process. This is frustrating and long winded and all takes up valuable time, And their process is always different. Ranging from having Police attend first to see if the client will engage. I always say Police are not mental health workers. Having to battle the current restrictions from this service is not at all helpful. This is a bridge that needs to be built. I see unwell people all of the time, I only call MHAT when the need is beyond management in the community, however they do not work collaboratively with agencies.

## Age Concern Wanganui Inc

### Senior Driving Programmes

**Requested:** \$5,000

**Granted:** \$5,000

#### End of Period

##### **How much did you do?**

60 participants attended Keys to Safe Driving sessions

31 participants attended CarFit sessions

31 participants attended Hanging up Your Keys sessions

122 participants completed the survey

##### **How well did you do it?**

100% of participants reported they were satisfied or highly satisfied with the Keys to Safe Driving sessions

100% of participants reported they were satisfied or highly satisfied with the CarFit sessions

100% of participants reported they were satisfied or highly satisfied with the Hanging Up Your Keys sessions

##### **Is anyone better off as a result of this project?**

57; being 96% of participants reported that the Keys to Safe Driving has increased their skills and knowledge

31; being 100% of participants reported that attending a CarFit session made them more confident drivers

#### **Highlights**

Very positive comments from the participants regarding the facilitator and the way he presented the session. The feedback from the participants for all events was universally positive and appreciative. They saw the connections the 3 sessions and all considering what life will like after driving. Comments from the sessions included - "brilliantly explained, excellent speaker, learned lots, helpful information, I need to revisit by driving and read the road code to comply with the rules, makes me wonder how much longer I can drive safely". The volunteers completed 120 hours to assist with CarFit. Successful collaboration with a residential village for a HUCK session, including a dedicated volunteer who gathered all of the feedback. The age range of participants between 70 and over 85. A Senior Police Officer being able to attend the session. We had an extra technician for CarFit, which worked extremely well and we will continue. We added a resource to the pack for CarFit participants - regarding mirrors - this was appreciated and we will continue to do this also.

#### **Issues**

There was less of a take up for the December sessions than in previous years with a large gap between those with expressed interest in participating and those who followed through with attending. We did have an issue with promotion with the local free paper - this was not delivered across all of Whanganui. Due to Covid we had to cancel 2 events - Keys for Safe Driving and CarFit - these were planned for the end of March beginning of April. The weather also effected the turn out for the CarFit sessions held in October - it was a stormy day.

**Alzheimers Whanganui Incorporated****'The Group'****Requested:** \$2,000**Granted:** \$2,000**End of Period****How much did you do?**

12 members attended the Group sessions

11 members completed the annual survey

**How well did you do it?**

100% of members reported that they are satisfied or highly satisfied with the group sessions

**Is anyone better off as a result of this project?**

11; being 100% of members reported they feel more supported (CCS)

**Highlights**

Please find attached the following:

- 1) 2019-20 Accountability Outcomes Group
- 2) Group Survey Results

**Issues**

None:

Comment:

Over the past 6 months we have observed an increase of symptoms of dementia in several of our regular group members, which affected changes in their behaviour that could have been disruptive to the group outings.

All staff are experienced with working amongst people with dementia, and were able to promptly manage any disruptive behaviour and redirect to produce positive outcome.

## Barnardos New Zealand

### LEAP social services

**Requested:** \$7,000

**Granted:** \$4,000

#### End of Period

##### How much did you do?

119 families / whanau accessed the service

238 children supported

36 participants completed the evaluation

##### How well did you do it?

100% of participants reported that they were satisfied or highly satisfied with the parenting courses

##### Is anyone better off as a result of this project?

0; being 0% of parents reported that parenting was becoming enjoyable and relationships are improved

0; being 0% of children reported that they felt valued

0; being 0% of families reported they no longer felt isolated

#### Highlights

The Barnardos social work team continue to provide seamless provision of services and targeted individual interventions in real time, reaching out to whanau in their own homes and communities. This reputation to be 'there' and assist without judgement, allows clients to reach out with confidence and engage with Barnardos workers. The working relationships then established allow for the partnered work to proceed and for the hard and courageous conversations to occur that often effect real and lasting change. Returning self-referring clients that have worked with Barnardos social workers previously is testimony to the trust and working relationships established. Networking and collaborative working relationships remain essential to achieve effective results for children and whanau in complex cases which are now the new norm. This can also be demonstrated from our referral pathways.

14% came from health services

13% came from other social service providers

15% came from another Barnardos service

10% came from Oranga Tamariki direct but this would not pick up families engaged with OT who came via another pathway

23% were self referred

NOTE: Oranga Tamarki changed some of the reporting at the beginning of our reporting/financial year which means some of the questions above were not asked or answered in the client survey (above).

Here are some of the questions asked instead

100% of respondents were satisfied or very satisfied with the service.

100% of families reported that their children were more able to get support/making changes to make their children's lives better.

#### Issues

Referral cases have mostly remained complex with multiple needs, meaning case work is complex, time-intensive and requiring multi-agency liaison or input. Child behavioural issues and child health issues along with the associated parenting difficulties remain the main issues for referring. We're undertaking more direct work with children around managing anxiety, emotional self-regulation and literacy, building the child's confidence and self-worth.

Behind these presenting issues, the lack of adequate housing, financial difficulties, family violence and addictions are frequently found to be significant factors in whanau not coping.

Covid 19 has impacted negatively on whanau we support and who already are affected by multiple complex issues. This has resulted in more economic/financial uncertainty, anxiety, stress and an increase in family violence incidences. LEAP service were unable to be delivered in the same way over lockdown and social workers had to work remotely to keep in touch and support families. We are anticipating more referrals in this post Covid recovery phase as the impact of this pandemic becomes more apparent.

## Birthright Wanganui Inc

**Mitigating the problems experienced by families led by one person - our core activity.**

**Requested:** \$8,000

**Granted:** \$4,000

### End of Period

#### How much did you do?

29 courses held

25 participants

23 participants completed evaluation

#### How well did you do it?

95% of participants reported that they were satisfied or highly satisfied with the parenting courses

#### Is anyone better off as a result of this project?

20; being 80% of participants reported that they had developed skills and knowledge on the course

20; being 80% of participants reported that they would make a change in their parenting style after attending the course

### Highlights

**Connectivity - working with our community** - We are affiliated to Birthright New Zealand and have continued to work with them and the other affiliates around the country to improve working practice and service delivery for our clients and their whanau.

Throughout the contract period, Birthright has worked in collaboration with others in the community to enable us to strive to offer the best support and outcomes for our families. We work with Oranga Tamariki and Kopapa Whanau to support some of our families. Families often self refer to us however we have also had referrals from a range of community organisations including Plunket, WINS, Te Oranganui, Family Start, Hospital Social workers, Jigsaw and a local school.

The past twelve months have been challenging for some of our clients and we have been able to support them in accessing the services of Womens Refuge, Savational Army transitional housing, Tupoho housing and budget services, WINS housing case managers, Accessibility, Whanganui DHB High Complex Needs Team, The Koha Shed and The City Mission.

Throughout our Connect and Learn sessions we have been able to share information and ideas that are designed to help participants to improve their current situation. Healthy eating benefits the whole family and our connection with volunteers from Kaitoke WI has enabled us to give clients the opportunity to try new meal suggestions whilst working with a tight budget. Being able to experiment with new recipes under guidance has given people the confidence to try new healthy options at home with their children. When people have very little to spend on food they are less inclined to experiment with new things on their own because there is no margin for error. If the meal is a disaster there may be no money to buy a replacement meal.

We have endeavoured to help clients learn new skills to widen their abilities and knowledge. For example a Car Mechanic who attended as guest speaker, gave a practical demonstration of the regular maintenance that was required to keep their cars in good order and safe for themselves and other road users. Other sessions have included essential things such as budget advice.

Participants have also had the opportunity to create a vision board for their year to set themselves personal goals. This was new to them and provided a visual way to collect reflections, dreams and realities about their situation and how they wanted to move forward. We try to look at the interests of our families from the ground up and so the group activities also include topics that are suggested by the group at the start of each term. Our facilitated groups have also provided the environment for people to feel less isolated, to make connections with others who are experiencing similar circumstances and to grow in confidence and self-esteem. Support networks have started to develop within the client group.

During the Covid19 lockdown, Birthright had essential Service Status which enabled us to provide direct, immediate service when required and this included help with basic needs such as food, beds and blankets. We made sure that our families had access to City mission and Koha Shed and that they knew how to access the Council welfare team for assistance with any basic minimum needs. The River City Boxing Club has regularly donated tins of food to Birthright and this was very useful for clients in need during this time.

We were able to operate some services remotely and offered the Connect and Learn sessions via Zoom. Staff were flexible with work hours and set up sessions during the evenings so that adults could participate after they had put their children to bed. The number of sessions was increased to three per week and the time reduced to half an hour per session so that it was better for participants. A newsletter and regular Facebook page updates also helped to keep families connected. The fieldworkers were available to contact families by phone and kept in regular contact with families that were under pressure.

### Issues

Fewer people have attended courses during this period of time than we would usually anticipate. However Fieldworkers have still been working with families leading up to and during the Covid19 lockdown on an individual basis. Housing issues have dominated as families have to contend with issues around obtaining affordable, healthy, rental homes. Financial pressures for families have included insufficient income to provide healthy and adequate food for the family and school uniform for children. Unexpected expenses that occur may potentially have a devastating impact on the family and for some people items such as dental treatment are seen as completely unaffordable. The Covid19 lockdown restricted communication with some families. Lack of internet connection and suitable technology/equipment meant that they just could not connect with others remotely. This added to their isolation during what was potentially a stressful time for everyone. Being a family led by one person presented additional issues during the Covid lockdown. Going to the supermarket became difficult for some because of childcare. Many families with two adults have remarked about the strains of looking after children 24/7, with comments echoed on TV news programmes. This aspect has been doubly difficult for sole carers and parents doing it alone. Although I submitted the successful application in 2019, I left my position at Birthright at the beginning of August last year. I have now returned to the position of Manager with effect from 1st July 2020. This means that I was not present during the period of time covered by this report. The numbers and percentages that I have recorded above are lower than in previous years, however this does not accurately reflect the work that has been undertaken to mitigate the problems experienced by families led by one person, our core activity.

**CCS Disability Action Whanganui Incorporated****Disability Support****Requested:** \$2,500**Granted:** \$2,500**End of Period****How much did you do?**

83 individuals supported

20 families supported

16 individual / families participating in the EGL evaluation

29 new networks engaged with during the period

**Highlights**

A number of people were successfully supported with their goal of employment. People have been supported to undertake planning, to participate in courses and training, participate in work experience and workplace trials and in attaining a paid job.

A person that has been living in substandard expensive housing for the past two years has been supported to gain appropriate housing.

We have supported children to remain in their local schools by providing additional support both in and out of the classroom setting.

We hosted a bar-b-que for the general public on the 3 December to celebrate International Day for People with Disabilities.

**Issues**

Drawn out processes and wait times for children to receive a diagnosis.

Extremely limited specialty support available for children and families re autism.

There is a significant lack of affordable and accessible housing in this area.

Affordable and accessible transport is lacking in this area.

Limited funding is available for people to participate in a good life and to have choice equal to their nondisabled peers including education, community participation and career opportunities.

**Citizens Advice Bureau Whanganui Incorporated****Citizens Advice Bureau Whanganui Incorporated****Requested:** \$6,000**Granted:** \$5,000**End of Period****How much did you do?**

21 staff / volunteers were trained

5210 staff / volunteers hours worked

**How well did you do it?**

100% of staff / volunteers reported that they were satisfied or highly satisfied with the training provided

**Is anyone better off as a result of this project?**

21; being 100% of staff / volunteers reported that they have increased their skills and knowledge

21; being 100% of staff / volunteers reported that they were more equipped to provide the correct information to people that phone in for support

**Other****Participation in Safer Whanganui - Safety & Wellbeing Reference Group**

Continuing involvement across a broad range of community-based organisations and both local and central government departments mean we have up-to-date information to provide our clients with. Statistics to June 2020 will be provided with our 2020-21 funding application.

**Highlights**

Our new nationwide database has enabled us to improve our service to clients. During Covid-19 and with no face-to-face service, we were still able to work from our homes and assist clients via phone and email. This important service allowed us to continue educating and empowering our clients about their rights and discuss resolving issues in preference to taking legal action. This has a flow-on effect of more harmonious relationships within families, business and the wider Whanganui community.

**Issues**

Raising the necessary funds to provide the required level of service to our community, continues to be an issue.

## Community Education Services Wanganui

### Taking Education into the Community

**Requested:** \$10,000

**Granted:** \$6,825

#### End of Period

##### How much did you do?

143 people attended a core course or workshop

93 people attended a core course or workshop that completed an evaluation form

2 prisoners attended a pre-release programme

0 prisoners attended a pre-release programme that completed an evaluation form

##### How well did you do it?

98% of people reported that they were satisfied or highly satisfied with the core class or workshop they attended

100% of prisoners reported that they were satisfied or highly satisfied with the pre-release programme they attended

##### Is anyone better off as a result of this project?

91; being 98% of people reported increased skills and knowledge after attending a core class or workshop (SKS)

2; being 100% of prisoners reported increased skills and knowledge after attending a pre-release workshop (SKS)

#### Highlights

We had a high number of students from the community attend our classes before covid-19, with excellent engagement and feedback.

We are currently the biggest employer of local artists in our rohe, with 9 artists teaching with us regularly, across a range of topics.

We ran a very successful exhibition over Summer at the Edith Gallery, with over 100 people coming through our doors to view the work of Sarah Bingle and Elise Bishop.

#### Issues

Covid-19 has had a huge effect on our classes, we were unable to finish our term one classes in the community, and missed much of term 2 also.

Our prison programme was due to start group classes in April, due to early lockdown there we were unable to start. We did manage to engage our 1:1 literacy and ESOL sessions before April, with our tutor seeing two learners for a total of 6 weeks. We have re-organised our tutors and plan to restart in term 3 (end of July).

**Hakeke Street Community Centre (formerly Whanganui Advocacy and Support Trust - WAST)****Whanganui Advocacy and Support Trust****Requested:** \$4,000**Granted:** \$4,000**End of Period****How much did you do?**

7000 direct contacts

20 activities undertaken in the community

50 contacts completed the annual survey

**How well did you do it?**

99% of clients reported that they were satisfied or highly satisfied with our service

**Is anyone better off as a result of this project?**

47; being 97% of people reported they had increased their skills and knowledge after attending the community centre

49; being 98% of people reported they had improved connections in the community

**Highlights**

A particular highlight is the feedback of the importance we are playing in people's lives and the improved connections and knowledge they have gained as a result of the Community Centre. Connections to other social agencies that have improved people's lives and the way in which these services have recognised that they can connect to Whanganui East in a more beneficial way.

It has been exciting seeing the attendance growing at events or programmes we run. This shows whanau are connecting with us and what we do.

Numerous agencies/charities approaching us to run programmes or use the space allowing us to offer more services or to make their journeys easier.

The most exciting highlight has been the people – He tangata, he tangata, he tangata.

**Issues**

Although more and more people and agencies know we are here and what we offer, we would still like to increase our presence and to broaden our reach to the wider community. A big issue for that is lack of resources such as staff, to enable this to happen.

Our financial status has been a big issue for us with lots of time going towards seeking financial support.

**jigsaw whanganui t/a Family Support Services Whanganui Trust****White Ribbon Whanganui Action Group****Requested:** \$3,300**Granted:** \$3,300**End of Period****How much did you do?**

450 people participated in the mass street march and associated activities

4 other events

25 men active in the organising group

3 media activities

**Other****Narrative describing the White Ribbon event highlights and issues**

We have maintained an active local White Ribbon Action group; over 45 men are on the mailing list and 25 have attended various hui. A key element in meeting together is upholding the White Ribbon kaupapa never to commit, condone or remain silent about men's violence against women and children.

Just on 400 people participated in our annual street march on Friday 22 November. A large group of men, with support from whanau reaffirmed their commitment to the White Ribbon pledge. Photos a

**Highlights**

Two men following up with us following the tradie breakfast at Placemakers

**Issues**

Whanganui continues to experience very high rates of serious intimate partner violence and child abuse and neglect. The Post Covid environment may well provide opportunities to better address the structural and systemic issues that perpetuate violence.

## Life To The Max Trust

### Life To The Max Trust

**Requested:** \$20,000

**Granted:** \$7,000

#### End of Period

##### **How much did you do?**

23 families accepted into the service for the year

32 programmes

##### **How well did you do it?**

83% of families / whanau engaged

100% of youth attended and completed all eligible programmes

##### **Is anyone better off as a result of this project?**

19; being 100% of whanau reported positive behaviour change of their young person (BC, S)

19; being 100% of youth did not re-offend (whilst in the programme) (BC, O)

19; being 83% of families successfully graduated from the service (CC, O)

23; being 100% of youth did not re-offend (up to 3 months after they've exited the service) (BC, O)

#### **Other**

##### **Participation in Safer Whanganui Family Violence Reference Group meetings**

Annie, our Service Manager has continued to participate in the VIN monthly meetings and is also part of the VIN Reference group as required.

#### **Highlights**

The evaluation process which began in late 2018 has nearly been completed and a report will be produced in next couple of months. LTTM will ensure that the report is readily available to all our stakeholders including the WDC. Over the last year, LTTM has worked with families to support them in their journey to self reliance (function without the need for interventions from social agency services) and self belief that they can raise their families in a safe and secure manner, and that they can be positive contributors to the Whanganui community.

LTTM has continued to run programs for the children that cover issues such as developing resilience, confidence and self belief.

LTTM's Family Support Worker continues to support our client mothers/caregivers with weekly catch ups and assistance with attendance to external services/programmes or appointments when required.

LTTM has also spent many hours liaising with schools and education services to ensure our clients remain in school and participate and contribute positively in that environment.

LTTM is proud to be an integral part of the Whanganui community's social services.

#### **Issues**

As always, sustainable funding continues to be a priority and last year LTTM had a substantial deficit. But this year we have made some small gains and in order to be able to continue to provide valued services to the Whanganui community, we look forward to continued support from our stakeholders who have supported us faithfully over the past years. LTTM continues to work with Oranga Tamariki to gain more funding that more accurately represents the service that LTTM provides to the community.

## New Zealand Council of Victim Support Groups Incorporated

### Whanganui Volunteer Support Worker programme

**Requested:** \$2,000

**Granted:** \$2,000

#### End of Period

##### How much did you do?

- 6 volunteer support workers
- 1 new volunteers in the 2019/2020 year
- 2 specialist trainings held
- 48 hours work

#### Highlights

Below are two cases from the Whanganui area

- a close knit workplace struggled to come to terms with the sudden and tragic loss of a staff member. Our support worker attended a meeting of the staff and along with another mental health worker provided a grief workshop for them. This proved to be highly successful in enabling the tight knit group to return to their work and cope with customers
- just two months after losing one parent a family lost their surviving parent. Our support worker who had helped the family through the first bereavement was able to help the mainly adult children work through their grief and complex set of emotions following the double loss. The support worker's help has been publicly acknowledged by the family

#### Issues

Covid-19

Victim support was deemed an essential service under the Covid lockdown. Throughout lockdown support to victims of traumatic events remained available by phone, skype and zoom, Face to face meeting with victims and support workers resumed as lockdown was lifted.

The major impact of Covid-19 was the delay and cancellation of our own training courses, especially the initial / volunteer intake courses run by Learning and Development staff from National Office in conjunction with the local staff. In order to continue the intake process L & D staff piloted the use of zoom conferencing and distance learning processes, incorporating some changes that they had in the planning stages. Positive feedback from staff and trainees has been incorporated into the new training proposals, which are likely to be reintroduced into training from the second quarter of the new financial year.

**NZ Riding for the Disabled Wanganui Group Inc****Term 4 Riding Fees 2019****Requested:** \$5,000**Granted:** \$5,000**End of Period****How much did you do?**

64 riders attended the term programme

46 riders / caregivers completed the survey

**How well did you do it?**

100%% of riders / caregivers reported they were satisfied or highly satisfied with the programme

**Is anyone better off as a result of this project?**

46; being 100%% of riders / caregivers reported that attending RDA has improved their confidence / self esteem

**Highlights**

We were able to accomodate a 100% return after Covid for which we are developing new programs. Because of on going funding - this funding has enabled us to develop the afore mentioned programs. We also have on going enquires for placements for which are able with the funding to increase our community engagement.

**Issues**

We moved into 2020 in a very positive manner but with Covid 19 the lock down resulted in a significant drop in income and caused some of our riders to regress which affected their over all Hauora which needed to be considered on their return to WRDA.

**People First New Zealand Inc. - Nga Tangata Tuatahi****Resourcing Whanganui local People First NZ Group****Requested:** \$5,872**Granted:** \$1,500**End of Period****How much did you do?**

members held in Whanganui for people with a learning disability

regional meetings had Whanganui representation

training opportunities were offered in Whanganui

people attended training and completed feedback

**How well did you do it?**

% of members reported they were satisfied or highly satisfied with the training provided

**Is anyone better off as a result of this project?**

; being ; being % of members reported they they were feeling or actively being included in the community, workplace or family(CC,S)

; being ; being % of members have moved from independent living allowance to paid work (CC,O)

; being ; being % of members reported increased resilience in their daily lives (CC,S)

**Highlights****Issues**

## Progress Castlecliff Inc

### Castlecliff Coast Care

**Requested:** \$6,000

**Granted:** \$5,000

#### End of Period

##### **How much did you do?**

625 plants were planted

223 volunteers participated in coast care activities

##### **How well did you do it?**

90% of volunteers were satisfied or highly satisfied with the planting activities

##### **Is anyone better off as a result of this project?**

200; being 90% of volunteers reported that participating in Coast Care planting activities increased their skills and knowledge

#### **Highlights**

Two successful Community planting days were held

Castlecliff and Aranui schools also participated in their own planting days.

A group from the Te Wananga o Aotearoa weaving class came out to plant Pingao and Spinifex.

Children and staff from McFarlane Kindergarten, also spent some time planting one day.

A class of overseas students attending Whanganui High School came out several times to plant and help clear weeds.

Two groups from IDEA Services were regular helpers, coming out each Tuesday morning, providing the weather was suitable.

Aranui School also returned to mulch their plants prior to Christmas.

#### **Education and sharing of knowledge:**

Each group who attend planting and workdays received an appropriate level talk on the ecological aspects of the dune restoration project. Children get the opportunity to have a "bugs and beasts" session, turning over logs to discover what lives on the dunes.

In November Castlecliff Coast Care hosted a group of 25 people from this region. We looked at the North Mole, with a Horizons engineer, took a walk around the dunes, had lunch together and then had an information sharing session chaired by Councillor Nicola Patrick.

A North Island, West Coast informal subgroup of the Coastal Restoration Trust NZ, was formed.

The CRTNZ coordinator lives in Whanganui, and she has organised an emailing list for the group, so we can plan future events.

Financial support for staff employment was received from WDC & DOC (a three year Community grant).

Castlecliff Community Trust has been disestablished and some of the Trust's financial assets were gifted to Castlecliff Coast Care

Castlecliff Coast Care recieved the annual best project award at the Coastal Restoration Trust NZ annulal conference 2020

#### **Future:**

Spinifex and Pingao seeds were collected in late 2018 - early 2019, Coastlands Nursery,

Whakatane, has grown 300 Pingao and 400 Spinifex seedlings which will be purchased and

planted out this winter on the foredunes, in a spot that will counteract a developing dune blowout.

Castlecliff Coast Care will host the 2021 CRTNZ annual conference.

Martin Visser, a Whanganui resident and Rotary member, is putting together a Whanganui wide proposal called "Trees of Remembrance". Castlecliff Coast Care is participating in the current data collection process.

#### **Issues**

Covid 19 meant no activites took place in March and April

## Sustainable Whanganui Trust

### Fruit Trees in Schools and Community

**Requested:** \$875

**Granted:** \$875

#### End of Period

#### How much did you do?

15 trees distributed

7 organisations receiving the trees

#### Highlights

Re-established contact with Rutherford Junior High where two orchards were established some years ago by SW, through Lynn Vinsen, who has set up the "Kids kitchen project".

SW people re-located eight small fruit trees to the main orchard area which is alongside the raised gardens that Lynn's group have established.

The well established fruit trees were pruned. These, including plums, apples, figs and a walnut were seen in autumn to be fruiting well and Lynn's group would have been able to utilise the fruit in their teaching.

A successful pruning workshop was held. 14 people attended, from 9 locations.

Fruit trees at most of our local Kindergartens were pruned.

Fruit trees established by SW some years ago by the Gonville community library fruited well. The fruit was distributed through the library

Mark Christensen, Heritage Food Crops Research Trust, approached SW for help to distribute over 200 fruit trees in his "Making our city a fruitful landscape" project.

SW people took trees, potting mix and planting and pruning information to three locations. These were chosen as likely low income areas. Whanganui East school, Stone Soup at Tawhero School and Castlecliff School. The trees and information were well received, a second trip being required to meet demand in Castlecliff.

#### Issues

City College, Kura o Tupohu and Te Heti Kohanga all expressed interest in the FTIS project, but we were unable to establish orchards at these locations. Finding the best person to lead the project through the school processes is vital.

## The Parkinson's New Zealand Charitable Trust

### Parkinson's Community Educator services in Whanganui

**Requested:** \$8,000

**Granted:** \$2,000

#### End of Period

##### **How much did you do?**

60 home visits conducted by the Community Educator

168 direct contacts with clients

6 activities undertaken in the community

15% clients completed the annual survey

##### **How well did you do it?**

83% of clients reported that they were satisfied or highly satisfied with the service

##### **Is anyone better off as a result of this project?**

8; being 80% of clients reported that they were managing their condition better as a result of the interaction with the Community Educator (SK, S)

6; being 60% of clients reported they were doing more exercise (BC,S)

#### **Highlights**

Our Whanganui Parkinson's Community Educator carried out 60 home visits in the last 12 months, which means that almost all clients were visited at home at least once. In between home visits, our Parkinson's Community Educator, kept in touch with clients over the phone, text and email. This translated into around 170 direct contacts with clients over the reporting period. In the words of our clients. "I know that help is just a phone call away if I need support or information".

During the COVID-19 pandemic alert levels 2, 3 and 4, our Parkinson's Community Educators, including the Whanganui Parkinson's Community Educator, continued to provide vital support and advice over the phone, email and videoconferencing. As an essential service provider, our Parkinson's Community Educators were also doing additional welfare checks and liaising with government agencies to identify and support at risk clients. We also started sending a weekly email to our clients, entitled Parkinson's at a Glance, to ensure they continue to get updates about how to access our services and other tips about managing their Parkinson's during this challenging time. We have attached a copy of one of these emails, sent out to our clients.

Other support activities we provided in Whanganui throughout the year pre-COVID-19 included, SAYGO (Steady as you go) classes weekly, Nordic Pole Walking weekly, Counterpunch Boxing weekly, and Carers Support Group monthly. Other social events included Christmas dinner which was attended by 35 people and Parkinson's Awareness Breakfast, held at the end of Oct, which covered the importance of exercise and was attended by approx..70 people.

As we had to cease all in-person activities during the COVID-19 alert levels 2, 3 and 4 we started delivering our support groups online in order to minimise the impact of social isolation and loneliness people with Parkinson's may experience during that time.

Since we have moved to alert level 1 and it is safe to resume our face-to-face clinical services, we have reinstated our in-home visits from 15 June and are looking into starting to reintroduce all other in-person service activities from 1 July.

In our latest annual client satisfaction survey, 83% of our Whanganui clients stated that they were satisfied or highly satisfied with the service. In the same survey, 80% of clients stated that they were better able to manage their condition as a result of their interactions with the Community Educator. 60% of respondents had attended exercise classes in the area. All of them reported experiencing one or more benefits to their physical and / or mental wellbeing as a result. Reported benefits included increased mobility, balance, strength, agility, as well as increased independence, confidence, self-esteem and feeling more connected. We are a resilient and adaptable community-based organisation, committed to making sure that people living with Parkinson's have ongoing access to education, information and support under any circumstance, wherever they may live in New Zealand. It is thanks to the generosity of organisations such as the Whanganui District Council that we are able to continue providing our service for free. We are extremely grateful for your continued support – thank you!

#### **Issues**

Changing focus or constraints in other organisations often has a flow on affect, meaning we are often left having to fill "gaps". Training cuts in District Health Boards and residential care facilities means that we either cover the cost of their training or people with Parkinson's miss out as a result of under-trained staff working with them, resulting in subpar outcomes. As always, funding constraints and the work required to access funding has a huge impact on our organisation.

## The Young Men's Christian Association Central Incorporated

### YMCA Safeguarding and Tu Hono Project

**Requested:** \$10,000

**Granted:** \$6,000

#### End of Period

#### Other

##### **Engage the involvement of tamariki, rangatahi and their whanau in safeguarding pra**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

##### **Enhance and maintain a collective culture promoting the safety of tamariki and rang**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

##### **Identify and respond effectively to safeguarding concerns.**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

##### **Implement a consistent set of endorsed operational standards at every level; and**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

##### **Narrative including highlights and concernsm statistics and evidence on the progre**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

As originally envisioned this project had as a cornerstone the deployment of a software tool to track and monitor progresses of clients, this over time this tool was found to be not up to the requiremen

##### **Narrative on the Tu Hono programme including data and highlights and concerns**

Due to the Covid situation the Tu Hono project was not able to go ahead as envisioned. YMCA Central continues to maintain its commitment to develop and deploy a project of this type however the final product may differ from that originally envisioned.

##### **Participation in Safer Whanganui Safety & Wellbeing Reference Group**

YMCA Central only participated in the 2019 Community Contracts round from the start of the 2020 calendar year. Due to Covid19 and other timing issues it was not possible to participate in these meetings.

##### **Provide relevant safeguarding induction and training to all staff (includes volunteer:**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

##### **Provision of financial reporting**

The funds were received by the YMCA Central Trust prior to its merger with YMCA Greater Wellington. They will appear in the 2019 YMCA Central accounts as having been received in the old entirety and be carried into the new YMCA Central in its 2020-21 financial year.

##### **Review, design and implement specific safeguarding policies and procedures;**

Much of the introductory training has been completed. This was finalised during lockdown as it can be delivered online. The additional training for trainers, this was originally set for April, and for those staff who require hands on training for there roles is set out for June and July.

#### Highlights

YMCA Central is committed to providing the safest and healthiest environment that it can this project is an important step in achieving these results.  
Tu Hono project has yet to show clear results.

#### Issues

While YMCA has progressed this project considerably due to the present upheavals and timing issues on when these were delivered no statistics are at present available.  
Covid really pushed this project off the to do list. It was not able to be completed.

## Whanganui Volunteer Centre Trust

### Ongoing operation of Volunteer Whanganui

**Requested:** \$10,000

**Granted:** \$5,000

#### End of Period

##### How much did you do?

98 new volunteers

72 returning volunteers

18 volunteers completed the survey

105 organisations registered

12 organisations completed the annual survey

5 migrants / newcomers / refugees were registered as volunteers

5 migrants / newcomers / refugees regularly volunteer

##### How well did you do it?

88.89% of registered volunteers reported that they were satisfied or highly satisfied with the service provided

100% of registered organisations reported that they were satisfied or highly satisfied with the service provided

88.89% of registered migrant / newcomers / refugees reported that they were satisfied or highly satisfied with the service provided

##### Is anyone better off as a result of this project?

76.92% being % of volunteers were successfully placed.

50% being % of volunteers reported that volunteering gave them more confidence

52.73% being % of organisations reported that they have had successful placement of volunteers within their organisation

52.94% being % of migrant / newcomers / refugees reported that volunteering helped them to fit into the community

#### Highlights

During Covid-19 Level 3 & 4, Elizabeth and I assisted at the City Mission Foodbank as all her volunteers were over the age of 70. I also organised another volunteer to assist who has carried on working there and was awarded "Volunteer of the Month for June". It was a great experience and helped strengthen our relationship with the City Mission. It was great to see the kindness in the Community with donations of goods. I also received notification from The Lion Foundation who had already approved funding of 10K that it mightn't happen. After replying to them and telling them what we were actually doing as well as the fact that we were listed as an essential service we were then approved.

<https://www.msd.govt.nz/about-msd-and-our-work/newsroom/2020/covid-19/list-of-social-sector-organisations-providing-essential-services.html>

#### Issues

Due to lockdown one of our regular funders NZCT where we regularly receive 10K per annum didn't proceed with our application. Our scheduled fundraiser which we anticipated a return of 5k was also unable to proceed. We ended up using the Govt wage subsidy to make up the shortfall.

**Whangnui Creative Spce Trust****Whanganui Creative Space / Art and craft music sessions and workshops****Requested:** \$5,000**Granted:** \$5,000**End of Period****How much did you do?**

64 people participated in creative activities

26 people completed evaluation / survey

55 sessions held

**How well did you do it?**

100% of participants / carers / parents reported that they were satisfied or highly satisfied with the activities

**Is anyone better off as a result of this project?**

100% being % of participants / carers / parents reported that they had increased skills and knowledge after attending Creative Space activities

; being 100% of participants / carers / parents reported that their wellbeing had improved after attending Creative Space activities

**Highlights**

The most important aspect of the work at Creative Space is the achievement of our artists and this may not be in the form of conventional accolades but may rather be such things as, an increase in self confidence, an appreciation of a safe place to explore creativity, a learning of social boundaries in a supportive environment or a place to transition into the adult world. Creative success is not neglected with one of our artists exhibiting at the Waimarino Art awards last winter. Our artists also put a lot of work into their exhibition for the (aborted) Open Studios. Please see the attached Art tutor report.

**Issues**

In March our activities were stopped by the Covid19 lockdown and the studio has not yet re-opened due to the very vulnerable nature of many of our artists. Our Art tutor has been conducting Art sessions on Facebook and has been able to provide some artists with art packs. The lockdown curtailed our Autumn Survey which had just started hence the low numbers in the survey. Please see attached survey and attendance record.

**Women's Network [Wanganui] Inc****La Fiesta and ongoing activities****Requested:** \$8,000**Granted:** \$8,000**End of Period****How much did you do?**

2351 participants registered and attended events

**How well did you do it?**

95% of the participants reported they were satisfied or highly satisfied with the events offered this year

**Is anyone better off as a result of this project?**

; being 90% of participants reported an increase in skills and knowledge after attending one of the La Fiesta classes

(SK,S)

; being 90% of participants reported they made a new social connection after attending one of the La Fiesta classes

(CC,S)

**Other****Participation in Safer Whanganui and Safer Whanganui reference groups**

The Women's Network values the opportunity to actively participate in the Safer Whanganui steering group, regularly attending meetings, and participating in the Justice Reference Group.

**Highlights**

"La Fiesta" continues to be a highlight of the Women's Network annual calendar, as well as being keenly anticipated by people in Whanganui each summer. It is a shining example of our diverse community working in partnership together. The festival is distinctly unique in Aotearoa New Zealand as the only programme of its kind celebrating women, their achievements, leadership skills, and talents. International travelers and visitors that have participated in La Fiesta have noted how wonderful and accessible the celebration is, as well as acknowledging the uniqueness of the festival programme. 2020 represented the eleventh year of La Fiesta and its well-loved place within the community. This year our festival launch event coincided once again with the reopening of Space Studio and Gallery, and we were overwhelmed with the enthusiastic support from the community in response to our festival exhibition featuring wahine Maori from around the country. We were also pleased to premiere a number of classical music pieces by women composers [and performed by women] during the festival, some of which were being heard for the first time by a New Zealand audience. Our partnerships with other women's groups in Whanganui - Zonta, the National Council of Women, and Rural Women NZ - continues to strengthen, with all of these groups contributing dynamic activities within the festival programme.

With support from the Whanganui District Council, La Fiesta showcases the true spirit of community partnership, with activities that represent the business, creative/cultural, community, education, recreation/sport, inspirational and spiritual sectors. A number of new businesses came on board again this year as well as a host of individuals who had attended our festival as participants in previous years and decided that they had developed the confidence to facilitate their own activity this time around. This kind of self-development is one of the highlights of the festival; as is the feedback we receive from women who are new to town and who find La Fiesta a useful medium to make social connections within their community that go well beyond the festival itself. Several of our participants have said that their decision to move to Whanganui was influenced by the activities and events available via the Women's Network, notably La Fiesta. Festival participants included international visitors from England, the United States of America, and Germany; as well as national visitors from Auckland, Coromandel, Hawke's Bay, Taranaki, Manawatu and Wellington. With its unique status as the country's premier women's festival, La Fiesta also attracts international enquiries from women and groups interested in performing during the festival. This year we received expressions of interest from England and the Netherlands, as well as from nationally acclaimed musicians, writers, and academic professionals. This is great promotion for Whanganui and La Fiesta contributes significantly to the economy with the out of town visitors it brings in during the month over which it runs.

Some of the other positive outcomes of La Fiesta include:

- Accessibility to a wide range of activities and events, including the provision of free/low cost activities and resources, as well as those that are family-focused.
- Our One Billion Rising celebration during the festival continues to be the first-in-the-world as this event is commemorated in hundreds of locations around the globe to raise awareness about the ways in which women and girls are marginalised.
- Continued awareness-raising about the significance of International Women's Day in a contemporary context, with the opportunity to celebrate women's achievements in partnership with significant local and national women's groups and service clubs.
- Facilitating a variety of events that enable older women to share their skills and experiences, and to enhance opportunities for social connection with peers; as well as fostering intergenerational relationships.
- The fourth Lismore Women's Festival in New South Wales, now coordinated by YWCA Australia ran in March this year based entirely on our La Fiesta model. [This came from two years of mentoring and the Women's Network has been acknowledged as the inspiration for their programme].
- Continued active involvement by men as presenters and supporters of activities, as well as participants.
- Project ideas and development of future partnerships with a range of organisations, cultural institutions, and the business sector – including initiation of new programmes and activities.
- Increased media profiling within the community, including active partnerships with print media [Whanganui Chronicle, Rivercity Press, and Whanganui Midweek]; and sponsorship from Dewhirst Law to assist with marketing costs.
- Increased awareness of the diverse range of resources, services, and activities available across the Whanganui community.
- Women developing businesses or ongoing projects from the activities they have run during La Fiesta. Several organisations utilised the festival to pilot projects or activities that have been further developed into ongoing initiatives.
- Participants reporting higher levels of self-confidence, awareness, and connectedness after participating in activities.
- Continued offers from festival partners to provide ongoing support to women in need; and to support the continued development of leadership capacity in Whanganui.
- Continued sponsorship/support from a variety of businesses who recognise the value of the festival and its unique status in Aotearoa New Zealand.

## Issues

Maintaining the level of funding for La Fiesta and other ongoing activities at the Women's Network remains the pivotal issue. It is estimated that a festival programme of this magnitude [that reaches across the community with 9 months of planning and preparation] in real terms is worth around \$60,000 in relation to the actual time spent, and to the resourcing that is required. Activity coordinators and participants in La Fiesta, as well as our presenter partners from around the country continue to be amazed at what this festival runs on. That we manage to run this festival in conjunction with our business of providing daily support services and activities to women and our community is testament to our belief in the importance of La Fiesta to fostering social connection and a true celebration of the diverse women in our community; and the sponsorship we receive is due to the vital role that the Women's Network plays in Whanganui, with the value that it delivers to make real change for women and their whanau.

## Youth Services Trust Whanganui

### Youth Health and Support Services

**Requested:** \$12,500

**Granted:** \$6,000

#### End of Period

##### How much did you do?

458 clients accessing Youth Services Trust Whanganui services

1771 + 386 Virtual Consultation appointments provided

684 TOMM assessments completed

##### How well did you do it?

98% of clients reported they were satisfied or highly satisfied with the Youth Services Trust services (YOSS Survey Results)

##### Is anyone better off as a result of this project?

85% being 98% of clients reported that they have had a positive change in circumstances

##### Other

##### Participation in Safer Whanganui Alcohol & Other Drug Reference Group

We continue to liaise and refer our clients to the AOD departments at the Whanganui hospital when appropriate.

#### Highlights

Our service has grown in both numbers of young people seen and in services offered. Current services are: Doctor and Nurse Clinics, Counselling, Social Work and Youth Work. We also host other services to see their clients in our premises if the client is more comfortable here, for example SUPP and the Sexual Health Clinic. Last year we received over 120 referrals through the GP online referral tool in addition to referrals from young people themselves, family/whanau, education providers, police, government departments and other social support services. Youth Services Trust continued to provide services to the youth of Whanganui during the COVID-19 lockdown by largely going digital. The majority of consultations were provided by phone, skype or other virtual platform with a small amount of youth who required face to face contact (eg medical procedures or high self-harm/suicide risks) being seen at our weekly clinic. Most young people adapted well to using the phone and or video calls as they are comfortable using this technology in their everyday lives.

23/3/19-9/4/19 we had **160** phone or face to face consults with young people

23/3/20-9/4/20 we had **150** phone or face to face consults with young people

Clinicians also kept in touch with young people who were at higher risk or struggling during this period by regularly contacting them more informally to see how they were coping and to make sure they did not "fall through the cracks."

Post lock-down we are extremely busy both catching up with routine tasks such as blood pressure checks that were deferred during lockdown and managing the influx of new referrals we are receiving now youth are back at work and school.

#### Issues

Youth Services Trust Whanganui has contracts with the Whanganui District Health Board and the Ministry of Social Development, but these do not cover the costs of current services, we rely on grants and donations to fill the gaps. The Covid-19 pandemic has meant some of our regular donors have reduced, paused or deferred their funding, leaving us with limited resource at a time of increased need.

We are receiving more referrals for counselling from schools, doctors and other Whanganui agencies than we have capacity to provide, and these appear to be on the increase since we moved out of lockdown. This is concerning because we cannot ascertain how urgently a young person needs help until they have been seen.

### 5.3 HOUSING STRATEGY UPDATE

**Author:** Lauren Tamehana - Manager Safer Whanganui

**Authoriser:** Bryan Nicholson - Chief Operating Officer

Stephanie Macdonald-Rose - Policy & Governance Manager

**References:** Nil

#### Recommendation

That the Strategy and Finance Committee receive the report – Housing Strategy update.

#### Executive Summary

The purpose of this report is to provide Council with an update on the Housing Strategy actions to date.

#### Key information

##### Housing Strategy Actions:

##### 1. Whanganui's Housing Systems and infrastructure function well

What are we doing to develop housing			
Social Housing	Affordable housing	Market housing	Progress to date
Planning for sustainable growth			
1.1	Develop a residential growth strategy to ensure Whanganui's growth needs can be sustainably met.		Programmed for 20/21.
1.2	Increase housing land supply by completing the Springvale Structure Plan rezoning process		Complete.
1.3	Increase housing land supply by rezoning land around the Castlecliff Golf Club		Technical reports being prepared. Anticipate hearing in late 2021.
1.4	Investigate the suitability of northwest Springvale for residential growth.		Anticipated by December 2022.
1.5	Promote urban consolidation and infill housing.		Whanganui & Partners continue to work with developers and agents to promote/explore infill as an option for new build,

		investment and expansion.
1.6	Investigate the feasibility of infrastructure upgrades in conjunction with Horizons Regional Council to allow for residential expansion and intensification in Whanganui East	Anticipated by December 2022.
<b>Supporting Social Housing Options</b>		
1.7	Establish a working group to investigate the development of a Strategic Housing Investment Plan.	Members identified and draft terms of reference underway. Delayed due to Covid-19.
<b>Freeing up suitable land for development</b>		
1.8	Investigate under-utilised land for housing development	Land is currently being investigated by Council.
1.9	Continue to work with central government to facilitate intensification of under-utilised social housing land.	Will be ongoing.
<b>Making things easier</b>		
1.10	Investigate rates remission options - including for first-home builders and for residential conversion of town centre buildings.	Investigated by Finance and not a viable option.
1.11	Streamline the Council's consenting process for key development sites.	Will be ongoing continuous improvement.
1.12	Advocate to central government for legislative changes that will make building and development easier (for example, changes to earthquake legislation and reform of the Resource Management Act and building regulations).	Will be ongoing work of the Housing working group.
1.13	Continue with initiatives to make applying for consent easier and more efficient - and encourage more people to take advantage of these options.	Online building consent and resource consent applications implemented.

## 2. Whanganui's homes are good quality and future-proofed

<b>What are we doing to make sure we have the right housing stock</b>	
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Social Housing		Affordable housing	Market housing	Progress to date
Encouraging consistent quality standards				
2.1	Support the development of a ‘Whanganui Housing Standard’ - a voluntary scheme for in-home assessment of the health and safety aspects of a property (building on the roll-out of the voluntary Rental Warrant of Fitness).			Anticipated by December 2022.
2.2	Promote and monitor universal design and sustainability principles			Will be ongoing.
Finding workable safety solutions				
2.3	Respond effectively and innovatively to earthquake-prone building issues - including looking for new conversion opportunities			Heritage Advisor working with building owners to maximise strengthening funding opportunities.
2.4	Develop an earthquake-prone buildings support guide to help building owners navigate the regulations and ensure compliance.			Exploring options to determine most effective approach, potential to be undertaken nationally.
Preparing for the future				
2.5	Ensure that the potential impacts of climate change inform our planning (e.g. in line with the Infrastructure Strategy and Climate Change Strategy).			Climate change Strategy currently being drafted.
2.6	Enable growth of our housing stock through infrastructure investment and proactive planning (e.g. through the Infrastructure Strategy, Asset Management Plans and Long Term Plan).			To be completed as part of planning and infrastructure reviews.
Keeping out homes warm and dry				
2.7	Encourage new, and publicise the availability of existing, energy efficiency and insulation programmes.			Will be ongoing.
2.8	Promote low cost, practical solutions to warming homes.			Will be ongoing.

### 3. Whanganui's homes meet the needs of our people

What are we doing to provide a variety of housing opportunities				
Social Housing		Affordable housing	Market housing	Progress to date
Proactively looking for partnerships				
3.1	Seek partnerships with government departments and other agencies at both a national and local level to address housing issues in our district.			Part of the working group – will be ongoing.
3.2	Work with iwi on housing opportunities.			Part of the working group – will be ongoing.
3.3	Appoint an elected member ‘Housing Strategy champion’ to support achievement of the action plan.			Appointment made December 2019.
3.4	Work with a wide array of groups on housing opportunities – including the private sector, NGOs and other social and community agencies			Part of the working group – will be ongoing.
Devising creative solutions				
3.5	Liaise with housing stakeholders on innovative approaches to housing supply and development.			Part of the working group – will be ongoing.
3.6	Work collaboratively with developers to facilitate quality infill housing solutions that meet the needs of the community.			Will be ongoing.
3.7	Work with the Ministry for Culture and Heritage on establishing a coordinator role to broker upgrade outcomes for town centre building owners.			Completed. Heritage Advisor commenced.
3.8	Work with others, including developers, to facilitate residential conversion of under-utilised town centre buildings.			Business as usual – ongoing.
Putting more homes within reach of more people				
3.9	Encourage our partners to investigate the provision of more accessible housing models (e.g. pre-fabricated homes).			Whanganui & Partners have met with several housing developers (kitset and prefab) to discuss

		establishing a Whanganui market.
3.10	Advocate for the exploration and development of a range of new ownership options for modest income households, such as assisted home ownership.	Part of the working group – will be ongoing.
3.11	Work with, and advocate to, central government and community agencies to deliver an increased supply of social and affordable housing	Part of the working group – will be ongoing.

#### 4. Whanganui's Housing Network Supports United, Thriving and Connected Communities

What we're doing to encourage safe, vibrant and resilient communities				
Social Housing		Affordable housing	Market housing	Progress to date
Responding to an ageing population				
4.1	Establish Whanganui as an age friendly district - with the right social and physical infrastructure in place.			Plan approved. Actions in the plan to be completed by December 2022.
Supporting better outcomes for vulnerable people				
4.2	Support investigations into, and solutions for, homelessness and transience.			Part of the working group – will be ongoing.
4.3	Support the capacity and capability of community housing providers to more easily undertake housing developments or initiatives, especially for vulnerable groups (including people with disabilities).			Part of the working group – will be ongoing.
Focusing on wellbeing				
4.4	Proceed with the development of a Youth Plan to ensure that the needs of young people are considered in our planning.			Programmed for 2021.
4.5	Encourage and, where appropriate, deliver programmes that aim to increase wellbeing and resilience through empowerment, connectedness and cohesion			Safer Whanganui have made a commitment to the delivery of Safe as Houses across Whanganui however this was delayed due to Covid-19.

4.6	Continue with suburban revitalisation initiatives through the Leading Edge Strategy.	Programmed for 2021/22.
<b>Facilitating better urban design</b>		
4.7	Formalise adherence to the principles of Crime Prevention through Environmental Design (CPTED) in Council's planning.	CPTED in District Plan. Draft policy underway. Two staff trained.
4.8	Commit to the creation of quality urban design as a signatory to the urban design protocol.	Business as usual – ongoing.
4.9	Continue with Town Centre Regeneration initiatives.	Business as usual – ongoing.
4.10	Develop an Urban Design Strategy to enhance our streetscapes and urban reserves.	Anticipated by December 2022.

Detailed progress on actions to date:

#### 1.5 Promote urban consolidation and infill housing

Here are the infill figures from subdivisions since 2015, these are by Calendar year rather than financial year.

Infill information	2015	2016	2017	2018	2019	2020
Applications for infill	6	12	13	31	35	31
Number of new Lots	11	12	26	44	83	77
Lots New+Old	17	25	40	78	119	110

Subdivision figures for all developments are shown below:

Year	Number of applications	Original number of lots	Number of lots created	Increase in lot numbers	Average number of lots created per subdivision
2020	57	60	177	117	2.052631579
2019	90	95	295	200	2.222222222
2018	91	96	230	134	1.472527473
2017	61	68	188	120	1.967213115
2016	54	55	124	69	1.277777778
2015	39	37	84	47	1.205128205

The statistics are based upon only subdivisions and do not take into account multiple dwellings on a single title. These are covered by a land use consent process and are a bit trickier to extract from the application process (often there is a link between subdivision and land use and a potential double up of statistics could occur).

#### 1.8 Investigate under-utilised land for housing development

Property have identified a number of sections that have potential for housing development. One area has the potential for 10 houses to be built. Council would need to apply for a road stopping procedure for this to progress.

Additional land in Castlecliff has been identified but this would need to go through a Public Works 'offer back' process (if the land was no longer required for public work the local authority shall endeavour to sell back the land to the person from whom it was acquired, or to the successor of that land).

### 3.4 Work with a wide array of groups on housing opportunities – including the private sector, NGOs and other social and community agencies

Council have participated in a number of presentations / meeting

- The Urban Advisory – these are a group of urban strategists who believe that the industry needs deeper insights, greater collaboration, fresh thinking and new approaches to unpack the complexities of city-making. The Urban Advisory is an urban strategy consultancy based in New Zealand. They specialise in regeneration and housing strategy and work alongside clients to deliver neighbourhoods and built environment projects. They use an evidence based approach to rethink what communities know and how they live in them. They had a community presentation in July and are looking to support the establishment housing ecosystems.
- Kainga Ora Working Group – this is a project that has been run successfully in Palmerston North to provide wrap around support to families / whanau living in Kainga Ora (Housing NZ) homes. As part of the greater project Te Oranganui will take on 100 clients in Whanganui.
- Safer Whanganui Social & Emergency Housing update – positive news for the community with the sale of Bignell Street camp ground, the new owners have committed to upgrading the complex. There are also an additional 15 units available at The Grand for social and emergency housing.
- Compass housing update -  
Compass Housing Services is a not for profit, registered charity and a community housing organisation that is regulated by the Community Housing Regulatory Authority. They are developing and managing a new social housing development in Whanganui. The development includes two separate two storey apartment buildings comprising:
  - Ten one bedroom apartments;
  - Fourteen two bedroom apartments; and
  - Two three bedroom apartments.The apartments are high quality, warm, well oriented and located. There is space for a laundry in each unit. However, there is a Communal Laundry provided on-site for convenience. Tenants will be selected from the social housing register which is generated by the Ministry of Social Development (MSD). Due to the mix of properties we expect that this will comprise older and single households as well as couples and families. For those tenants who need wrap-around social services, Compass Housing will partner with existing social service agencies.

The integrated Recovery Team have sought to understand as widely as possible the experience of Covid-19 and the opportunities and activities within communities across the Whanganui DHB rohe. This included engagement through surveys, focus groups and one on one discussions:

- 87 responses to the Organisational Recovery Strategy
- 372 responses to an individual Community Member Recovery Survey
- Whanganui River Traders Market feedback
- 56 focus group or one on one discussions

Questions included:

1. Have there been unexpected positive outcomes of this crisis?
2. What changes would you like to keep once the crisis has ended?
3. What works well in your community to keep people healthy and well?
4. What are the key issues / challenges affecting the health and wellbeing of your community?
5. What actions could be taken to support the health and wellbeing of your community?

Housing quality and quantity are two areas that have come up consistently across the focus groups. Comments have ranged from:

- the quality – lack of insulation in rentals
- people won't complain about poor housing as they may get evicted
- cost of private rentals
- not enough Kainga Ora homes (Housing NZ)
- social housing register is so long and very hard to meet the criteria
- no housing for young people – very hard to convince people that they will treat the house well
- difficult to get people with mental health or corrections backgrounds into houses
- cheaper affordable homes for first home buyers
- more sustainable housing options
- a shelter or some alternative like this has also come up as putting homeless people into private rental accommodation is not sustainable.

This feedback is not different to what was received while completing the snapshot as a forerunner to the development of the Housing Strategy. The only difference was that, during lockdown, the housing of homeless people was prioritised and these people were all provided with some form of housing to assist them through this period. However, this support was not sustainable on an ongoing basis.

This information will be used to inform discussions on the implementation of the Housing Strategy as this work is advanced.

In addition, resourcing and delivery of this work is currently being progressed in line with the funding provided through the Annual Plan 2020/21.

## 5.4 WELCOMING COMMUNITIES ACCREDITATION

**Author:** Lauren Tamehana - Manager Safer Whanganui

**Authoriser:** Bryan Nicholson - Chief Operating Officer

Stephanie Macdonald-Rose - Policy & Governance Manager

**References:** Nil

**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

### Recommendation

That the Strategy and Finance Committee recommends:

That Whanganui District Council apply for Stage Two Welcoming Communities Accreditation in February 2021.

### Executive summary

The purpose of this document is to provide an update on the Welcoming Communities Programme, and recommend that Whanganui District Council apply for Stage Two Welcoming Communities Accreditation.

Whanganui District Council was selected in 2017 as one of ten local government councils to participate in the Welcoming Communities Pilot Programme, led by the Ministry of Business, Innovation and Employment.

Based on the pilot's success, Cabinet has recently agreed to post-pilot expansion and ongoing implementation of the Welcoming Communities Programme to maintain and build on the momentum created and increase its contribution to increasing social inclusion. An additional 30 councils and their communities will be included over the next four years.

Since initiating the programme in Whanganui, the programme has been involved in numerous welcoming activities, developed a local Welcoming Communities Plan, provided support to cultural groups to implement priority activities, and promoted collaboration across groups to support all newcomers and multicultural groups. The programme and relationships continue to strengthen locally, and with the commencement of a dedicated role at Whanganui District Council, the programme is well-placed to apply for Stage Two Accreditation.

### Background

Welcoming Communities recognises that communities are healthier, happier and more productive when newcomers are welcomed and included. The programme supports councils and their communities to create welcoming environments for newcomers – recent migrants, former refugees and international students. The programme involves local residents in developing, delivering and participating in welcoming activities. This approach increases social engagement and provides opportunities to build social connections.

***Pilot programme success***

The pilot programme evaluation report (November 2019) shows that after two years, the programme generated economic, social, civic and cultural benefits for the participating communities. Specific outcomes include;

- councils engaging in deliberate and appropriate communication with newcomers,
- more programmes and activities which support and demonstrate cultural diversity,
- new and enhanced existing events are attracting newcomers to spend time in public spaces,
- newcomers are increasingly engaging in sports and outdoor activities,
- business owners are more aware of the importance of inclusiveness,
- international students are increasingly seen as vital to the community, bringing increased diversity to the community and as prospective employees,
- local information is readily accessible to newcomers, and
- increased sharing of culture between newcomers and locals.





In Whanganui, activities that have contributed to the pilot's success include supporting the Multicultural March events, establishment of a Whanganui Newcomers Network, expansion of the 2019 Festival of Cultures, collaboration with Whanganui Chronicle on their annual 'Welcome to Whanganui' publication, support for a variety of cultural group events, and the benefits and recognition that come from involvement within a well-resourced and supportive national programme.

**Key information**

The Welcoming Communities Standard for New Zealand provides councils and communities with a benchmark for what a successful Welcoming Community looks like. Accreditation formally recognises that a council and community have met the Standard's outcomes, and in doing so sets the community apart as being intentionally welcoming and inclusive.

***The four stages of Accreditation***

There are four stages of accreditation – Committed, Established, Advanced and Excelling, each with increasing levels of requirement and benefits. Nine councils, including Whanganui District Council, have achieved Stage One Accreditation, and a further seven (7) have gone on to achieve Stage Two. A council and its community can choose how quickly they move through the stages, with accreditation remaining valid for three years. The table below summarises the four stages of accreditation, how they are assessed and the increasing benefits and recognition for each stage.

Stage	Description	Assessment	Benefits and recognition	Application fee
<b>Stage 1</b> 	The Mayor, the council, its CEO and other community partners have signed up to the Welcoming Communities programme	The following are in place: <ul style="list-style-type: none"> <li>› Council resolution</li> <li>› MBIE funding agreement</li> <li>› Welcoming Communities Coordinator</li> <li>› Statement of Commitment</li> <li>› Public notification of commitment</li> </ul>	<ul style="list-style-type: none"> <li>› Seed funding – \$50,000 per annum per council or group of councils for the first 3 years</li> <li>› Access to national and international resources, support and advice</li> <li>› Promoted on INZ's website</li> <li>› Access to national Welcoming Communities workshops</li> <li>› Regular newsletters and networking opportunities</li> <li>› Announcement and certification</li> </ul>	No fee
<b>Stage 2</b> 	The council and community are clear about what they want to achieve, have a Welcoming Plan and have started implementing activities	Self-assessment Review of self-assessment by the External Accreditation Assessment Panel (the Panel) Report	All non-financial benefits and recognition detailed above, plus: <ul style="list-style-type: none"> <li>› a contribution for Welcoming Communities activities (\$9,500)</li> <li>› eligible to apply for national awards</li> </ul>	\$1000
<b>Stage 3</b> 	The council and community are moving towards fully implementing their Welcoming Plan. They are confident about how to deliver successful welcoming activities that make a difference and are trialling innovative activities	Self-assessment Review of self-assessment by the Panel Site visit by the Panel Report	All non-financial benefits and recognition detailed above, plus: <ul style="list-style-type: none"> <li>› a contribution to professional development (\$2,000)</li> <li>› case studies are featured in INZ publications and internationally</li> <li>› INZ media release</li> </ul>	\$1500
<b>Stage 4</b> 	The council and community have implemented most of their Welcoming Plan. They are reflecting on their successes and sharing their knowledge and experience with other councils and communities in the welcoming network	Self-assessment Review of self-assessment by the Panel Site visit by the Panel Report	All non-financial benefits and recognition detailed above, plus: <ul style="list-style-type: none"> <li>› a contribution to professional development (\$2,500)</li> <li>› support from INZ to leverage off status nationally and globally</li> </ul>	\$1500

### Benefits of Accreditation

Accreditation builds a competitive advantage to attract, support and retain newcomers. It also:

- shows that a council values and welcomes newcomers
- provides a way to assess and reflect on progress and to improve welcoming practices
- celebrates success and a shared pride in positive outcomes for the community

- shows that a council and community are part of an international welcoming network
- showcases welcoming activities on the national and international stage
- provides councils with access to support, resources, knowledge sharing and networking in New Zealand and overseas through the Welcoming Communities programme.

### ***Stage Two Accreditation – ‘Established’***

Accreditation as an Established Welcoming Community recognises that the Welcoming Community:

- has developed a Welcoming Plan and is putting in place a range of activities for newcomers and those who have lived here longer
- is clear about what it wants to achieve and is working towards meeting the Welcoming Communities Standard's outcomes
- has strong governing, advisory, project management and monitoring arrangements
- is partnering with the community to promote and implement the programme

### ***Financial implications***

As per the report provided to the Strategy and Finance Committee on 25 February 2020, finances for the Whanganui Welcoming Communities programme continue to be positive. \$161,000 has been received in grants from MBIE, and as at 30 June 2020, \$42,967.61 of this remains.

Stage Two Accreditation incurs an application fee of \$1,000.

Financial benefits from achievement of Stage Two Accreditation includes:

- Eligibility to apply for national awards

### ***The application process***

For Stage Two, a council, working with its community, is required to complete an application and a self-assessment workbook. Support during the application process is provided by Immigration NZ's Welcoming Communities team. Applications are assessed externally by a panel, and if the application is not successful a list of recommendations is provided, with the council able to resubmit its application (at no extra cost) within a mutually agreed timeframe.

## **Options**

### **Option 1: Apply for Stage Two Accreditation in February 2021 (recommended option)**

This option involves the committee approving that we apply for Stage Two accreditation.

Accreditation builds a competitive advantage to attract, support and retain newcomers. It also:

- shows that a council values and welcomes newcomers
- provides a way to assess and reflect on progress and to improve welcoming practices
- celebrates success and a shared pride in positive outcomes for the community
- shows that a council and community are part of an international welcoming network
- showcases welcoming activities on the national and international stage
- provides councils with access to support, resources, knowledge sharing and networking in New Zealand and overseas through the Welcoming Communities programme

The only disadvantage is that it will take time to pull all of the evidence together, the application process is very thorough.

**Option 2: Remain at Accreditation Level Stage One.**

This option is not recommended. It does not align with the Leading Edge Strategy and signals that Council is not committed to newcomers. It also does not support the views of the community and key stakeholders who have contributed to development of the Welcoming Communities Plan.

**Summary of Considerations****Fit with purpose of local government**

The aim of Welcoming Communities is to ensure all newcomers feel welcomed and have a sense of belonging, enabling them to thrive in and contribute to the community. This supports the wellbeing of everyone in our community – now and into the future.

[Section 10 of the Local Government Act 2002](#)

**Fit with strategic framework**

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Policies or Plans – <b>Welcoming Communities Plan</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Leading Edge: GOAL 1 is Community: Working in partnership – shaping a district that celebrates and champions it's cultural and social diversity as well as its community spirit.

Long Term Plan: This initiative supports the delivery of the Community activity plan – in particular, Council's commitment to 'Strengthen partnerships and ways of working collaboratively to weave our aspirations together - while respectfully acknowledging differences'.

Welcoming Communities: Target 1: What will success look like? Whanganui District Council gains accreditation as a Welcoming Community.

[Leading Edge Strategy](#)

**Risks**

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- ☒ **Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- ☒ **Service delivery** risks related to the meeting of levels of service to the community
- ☒ **Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- ☐ **Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability

☐ **Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible

☐ **Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council's facilities and services

☐ **Information technology and management** risks related to the integrity of the Council's IT network, including security, access and data management

☐ **Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner

☐ **Project completion** risk of failure to complete on time, on budget and to plan

Financial: The financial risks are low as Council has been funded externally by MBIE for this contract. It is only \$1000 for Stage Two accreditation and there is funding within the budget.

Service Delivery: There is no risk to Council's ability to deliver on time as we have been working towards accreditation for the past 12 months. Evidence has been collated and we have a new staff member in place who will be able to complete the work that has started.

Reputation: This is a low risk, Welcoming Communities has a good profile within the community and achieving Stage Two accreditation will increase our reputation.

[Risk Management Policy](#)

#### **Policy implications**

There are no policy implications. This supports existing plans.

#### **Financial considerations**

There is money within the budget. The contract has been externally funded until December 2020.

☐ Nil

☒ Approved in LTP / AP

☐ Unbudgeted \$

#### **Legislative considerations**

There are no legislative considerations.

#### **Significance**

The recommended decision is considered not significant as per Council's Significance and Engagement Policy.

[Significance and Engagement Policy 2018](#)

#### **Engagement**

N/A

[Significance and Engagement Policy 2018](#)

## 5.5 REVIEW OF PSYCHOACTIVE SUBSTANCES: LOCALLY APPROVED PRODUCTS POLICY

**Author:** Justin Walters - Policy Analyst Legislative & Performance Management  
Louise Davies - Policy & Risk Support Officer

**Authoriser:** Stephanie Macdonald-Rose - Policy & Governance Manager

**References:** 1. Statement of Proposal on Psychoactive Substances: Local Approved Products Policy

**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

### Recommendation

That the Strategy and Finance Committee:

- (a) Adopt the amended Psychoactive Substances: Locally Approved Products Policy and statement of proposal for public consultation.

### Executive summary

The purpose of this report is to review the Psychoactive Substances: Locally Approved Products Policy (LAPP).

Officers have reviewed the LAPP and consider that while no substantive changes are needed, some minor typographical and form changes would be beneficial to improve the clarity of the drafting of the policy. An amended LAPP is provided for consideration for public notification via the special consultative procedure under the Local Government Act 2002.

### Background

In 2013 a Psychoactive Substances Act (the Act) was enacted in response to concerns about the harmful effects of psychoactive substances, which were at the time able to be sold without restriction or regulation.

The Act regulates the availability of psychoactive substances to only those people over the age of 18 and prohibits the sale of these substances from dairies, convenience stores, grocery stores and supermarkets; service stations; liquor outlets; premises that are not a fixed permanent structure<sup>1</sup>; vehicles or other conveyances<sup>2</sup>; and any other place or premises specified or described in the Regulations. The Act also enables a territorial authority to implement a policy relating to the sale of approved products within its district.

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<sup>1</sup> e.g. tents and marquees

<sup>2</sup> e.g. mobile street carts

On 11 November 2013, Council received, as part of the Iwi Liaison report, a recommendation from the Tupoho Working Party: *“for Wanganui District Council to urgently develop a policy to ensure that the sale of psychoactive substances is regulated and restricted within the Wanganui community.”* Council passed a resolution at that meeting to draft a LAPP under Sections 66 – 69 of the Act. Subsequently on 24 October 2014 the LAPP was adopted by Council.

### Key issues

Under Section 66 of the Act local authorities are empowered to develop a LAPP.

While territorial authorities cannot prohibit the sale of approved products, a LAPP does enable geographic restrictions to be placed on selling psychoactive products within the district. This includes their proximity to other premises the selling of such substances, and their proximity to premises of a particular kind e.g. kindergartens, early childhood centres, schools, places of worship, or other community facilities. LAPPs are required to be reviewed every five years.

Section 66(2) permits a local authority's LAPP to:

- (a) Provide differently for different parts of its district; and
- (b) Apply to only part (or two or more parts) of its district; and
- (c) Apply differently to premises for which licences of different kinds are held or have been applied for.

Under Section 68 a LAPP may include the following matters:

- (a) The location of premises from which approved products may be sold by reference to broad areas within the district;
- (b) The location from which approved products may be sold by reference to proximity to other premises from which approved products are sold within the district; and
- (c) The location of premises from which approved products may be sold by reference to proximity to premises or facilities of a particular kind or kinds within the district (for example, kindergartens, early childhood centres, schools, places of worship, or other community facilities).

Section 3 states that the purpose of the Act is to regulate the availability of psychoactive substances in New Zealand and *“to protect the health of, and minimise harm to, individuals who use psychoactive substances.”* The Act establishes a regulatory framework for the legal sale of approved products through a pre-market approval scheme for importing, manufacturing, selling, supplying or possessing psychoactive substances or approved products. The Act works on the premise that such psychoactive substances are prohibited unless the sponsor of the product can demonstrate to the Psychoactive Substances Regulatory Authority (Authority) that it poses a low risk of harm to the people using them. The Authority is responsible for both the licensing and enforcement functions of the Act. Council does not have a role in either licensing such premises or enforcing the Act.

Since that time no products have been approved for sale in New Zealand. Accordingly, no applications have been made to the Authority for a license to sell approved products within either the Whanganui District or elsewhere in New Zealand. It is also noted that [Review of the Psychoactive Substances Act 2013](#) states that the “regime created by the Act to approve and license psychoactive products cannot approve or license any product until an appropriate alternative to animal testing is available.” This means that the effectiveness of current policies have not been tested.

Having reviewed the policy, and discussed this with the Safer Whanganui reference group, officers continue to consider that the existing policy is fit for purpose, though some minor changes are proposed to:

- Align this policy with the Leading Edge strategy (which replaced the Family Friendly Strategy as Council's key strategic document) and otherwise make the policy current; and
- Remove the need to undertake future reviews using the special consultative procedure where only minor amendments are proposed. This does not change the need to conduct reviews, nor to undertake a special consultative procedure where substantive changes are proposed; and
- Improve readability.

### Options

#### Option 1 – Retain the Psychoactive Substances - Local Approved Products Policy (Status-quo)

Under this option, Council would retain the Psychoactive Substances - Local Approved Products Policy.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• A Local Approved Products Policy enables Council to restrict the locations of the sale of approved products to reduce potential health and social impacts from psychoactive substances.</li> </ul>	<ul style="list-style-type: none"> <li>• The clarity of the drafting of the existing policy could be improved to incorporate Council's existing strategic framework and increase the clarity of the policy.</li> </ul>

#### Option 2 – Amend the Psychoactive Substances - Local Approved Products Policy (Recommended)

Under this option, Council would amend the Psychoactive Substances - Local Approved Products Policy to include Council's current strategic framework and clarify the definition of a residential area.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• A Local Approved Products Policy enables Council to restrict the locations of the sale of approved products to reduce potential health and social impacts from psychoactive substances.</li> <li>• The amendments to the drafting will bring the policy into line with Council's current strategic framework and increase the clarity of the policy.</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>

#### Option 3 – Revoke the Psychoactive Substances - Local Approved Products Policy

Under this option, Council would revoke the Psychoactive Substances - Local Approved Products Policy and would rely on existing legislation to control the locations of the sale of psychoactive substances, were a product to be approved under the Act.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Without a Local Approved Products Policy Council is unable to restrict the locations of the sale of approved products to reduce potential health and social impacts of psychoactive substances.</li> </ul>

### Next steps

If the Committee adopts the Statement of Proposal on the Review of the Psychoactive Substances: Local Approved Products Policy public consultation will run from 31 August until 11 October 2020.

### Summary of Considerations

#### ***Fit with purpose of local government***

Reviewing this policy ensures that Council is promoting the wellbeing of the community by proactively managing potential harms.

[Section 10 of the Local Government Act 2002](#)

#### ***Fit with strategic framework***

	Contributes	Detracts	No impact
Leading Edge Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Long-Term Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Policies or Plans -	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This policy has a strategic link with Council's Leading Edge and Safer Whanganui strategies. Whanganui has been formally accredited as a World Health Organisation (WHO) International Safe Community. Maintenance of this international accreditation benefits Whanganui as it provides an international benchmark for our community and assists in helping to change negative perceptions held about Whanganui. It would be expected that this will lead to ancillary knock-on benefits with respect to visitor numbers.

[Leading Edge Strategy](#)

#### ***Risks***

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- ☐ **Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- ☐ **Service delivery** risks related to the meeting of levels of service to the community
- ☐ **Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media

- ☐ **Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability
- ☐ **Environmental** risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible
- ☐ **Health, safety and wellbeing** risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council's facilities and services
- ☐ **Information technology and management** risks related to the integrity of the Council's IT network, including security, access and data management
- ☐ **Infrastructure / assets** risks related to the inability of assets to provide the required level of service in the most cost effective manner
- ☐ **Project completion** risk of failure to complete on time, on budget and to plan

[Risk Management Policy](#)

#### **Policy implications**

Council's objective in reviewing this LAPP is to:

- a) Provide clear guidance to the Authority when it considers licence applications for selling approved products within the Whanganui District; ensuring that both Council and the community have influence over the location and density of sellers of approved products within the Whanganui District;
- b) Protect the health of, and minimise harm to individuals who use psychoactive substances;
- c) Minimise the potential for adverse effects upon the wider community caused by the sale and use of approved products by limiting the location and density of sellers of approved products within the Whanganui District; and
- d) Minimise exposure to the selling of approved products and their potential harm to vulnerable / sensitive sections of our community e.g. school children / young adults.

A LAPP is necessary if Council wishes to influence the location of licenced sellers of approved products. This is because it will apply to all applications to the Authority for a licence to sell approved products within the Whanganui District from the date that this LAPP comes into force.

#### **Financial considerations**

There are minimal financial considerations involved in developing this policy. Such costs are primarily internal and relate to officer time researching and developing this policy and Council time in hearing submissions. The only external costs are those relating to public notification of the policy inviting public submissions as required by the SCP.

☐ Nil

☒ Approved in LTP / AP

☐ Unbudgeted \$

#### **Legislative considerations**

Council is required under Section 69(4) of the Act to complete a review of this policy within five years of it being formally adopted.

**Significance**

The recommended decision is considered not significant as per Council's Significance and Engagement Policy.

**Engagement**

Pre-engagement has occurred with the Safer Whanganui Reference Group.

<b>CONSULTATION Community group / stakeholder</b>	<b>Level of engagement on spectrum</b>	<b>Techniques to engage</b>
General Public	Consult - Special Consultative Procedure	<ul style="list-style-type: none"><li>• Community Link</li><li>• Council website</li><li>• Facebook</li></ul>



## Statement of Proposal

### Review of Psychoactive Substances: Local Approved Products Policy

Psychoactive Substances: Local Approved Products Policy 2020

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**Review of Psychoactive Substances: Local Approved Products Policy**

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**1. SUMMARY OF INFORMATION**

Whanganui District Council ('the Council') is seeking feedback on the review of the Psychoactive Substances: Local Approved Products Policy 2014. Council is proposing changes to the drafting of the policy to improve its clarity and usability; and give effect to the intent of the policy.

**2. INTRODUCTION**

In 2014, Council adopted a Psychoactive Substances – Local Approved Products Policy 2014 and is required to review its policy within five years of the date on which it was made.

Council has reviewed the policy and is proposing to retain the existing policy with changes to the drafting to improve its clarity and usability. The proposed changes to the drafting of the policy include redrafting the policy to include Council's current strategic framework; and updating the definition of Residential Area to match the District Plan.

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**Review of Psychoactive Substances: Local Approved Products Policy**

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**3. REASONS FOR PROPOSAL****Background**

The Psychoactive Substances Act 2013 ('Act') came into force 18 July 2013 and created a regulated market for the legal sale of approved recreational psychoactive products by licenced sellers.

The Psychoactive Substances Regulatory Authority, operating under the auspices of the Ministry of Health, is responsible for evaluating psychoactive products to decide if they meet national safety standards and should be approved for sale by licenced premises within New Zealand.

Under the Act the Whanganui District Council may develop and adopt a policy relating to the sale of approved products within its district and to restrict the geographical location of premises selling approved products within the Whanganui District.

In 2014, Council adopted its Psychoactive Substances - Local Approved Products Policy 2014 and is required to review its policy within five years of the date on which it was made.

Council has reviewed the policy and is proposing to retain the existing policy with changes to the drafting to improve its clarity and usability.

The proposed changes to the drafting of the policy include:

- redrafting the policy to include Council's current strategic framework; and
- updating the definition of Residential Area to match the District Plan.

Since the Psychoactive Substances Act 2013 was passed, no psychoactive products have been approved for sale in New Zealand. Accordingly, no applications to sell such products have been made in Whanganui.

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**Review of Psychoactive Substances: Local Approved Products Policy**


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**Options****Option 1 – Retain the Psychoactive Substances - Local Approved Products Policy (Status-quo)**

Under this option, Council would retain the Psychoactive Substances - Local Approved Products Policy.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>A Local Approved Products Policy enables Council to restrict the locations of the sale of approved products to reduce potential health and social impacts.</li> </ul>	<ul style="list-style-type: none"> <li>The clarity of the drafting of the existing policy could be improved to incorporate Council's existing strategic framework and increase the clarity of the policy.</li> </ul>

**Option 2 – Amend the Psychoactive Substances - Local Approved Products Policy (Preferred)**

Under this option, Council would amend the Psychoactive Substances - Local Approved Products Policy to include Council's current strategic framework and clarify the definition of a residential area.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>A Local Approved Products Policy enables Council to restrict the locations of the sale of approved products to reduce potential health and social impacts.</li> <li>The amendments to the drafting of will bring the policy into line with Council's current strategic framework and increase the clarity of the policy.</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>

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**Review of Psychoactive Substances: Local Approved Products Policy**


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**Option 3 – Revoke the Psychoactive Substances - Local Approved Products Policy**

Under this option, Council would revoke the Psychoactive Substances - Local Approved Products Policy and would rely on existing legislation to control the locations of the sale of psychoactive substances, were a product to be approved under the Act.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Without a Local Approved Products Policy Council is unable to restrict the locations of the sale of approved products to reduce potential health and social impacts.</li> </ul>

**4. CONSULTATION AND SUBMISSION**

In making, amending, or revoking the policy, Council must use the Special Consultative Procedure set out in section 83 of the LGA 2002. Council has prepared and adopted the proposed policy for public consultation. Any person can make a submission on the proposed policy.

A copy of the Statement of Proposal, including the proposed bylaw and information about making a submission can be obtained from the Council website [www.whanganui.govt.nz](http://www.whanganui.govt.nz)

Submissions can be made online at <http://www.whanganui.govt.nz/have-your-say>, or alternatively, submission forms are available from the Whanganui District Council Customer Service counter at the main municipal building located at 101 Guyton Street, the Davis Central City Library and Gonville Library. Submitters can indicate whether they would like to speak to their submission and include contact details. People who wish to be heard by Council will be given the opportunity to do so. The time and venue for the hearing of submissions is yet to be confirmed.

For any queries please contact Justin Walters, Senior Policy Analyst on (06) 349 0001.

The period for making submissions is from **31 August to 9 October 2020**.

**5. ATTACHMENTS**

**Attachment 1 – Review of Psychoactive Substances: Local Approved Products Policy 2020**



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# Psychoactive Substances: Local Approved Products Policy 2020

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Whanganui District Council  
As at ###/##/2020 (Resolution 2020/##)

Psychoactive Substances: Local Approved Products Policy 2020

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## 1.0 Executive Summary

- 1.1. The Psychoactive Substances Act 2013 ('Act') came into force 18 July 2013 and created a regulated market for the legal sale of approved recreational psychoactive products by licenced sellers.
- 1.2. The Psychoactive Substances Regulatory Authority, operating under the auspices of the Ministry of Health, is responsible for evaluating psychoactive products to decide if they meet national safety standards and should be approved for sale by licenced premises within New Zealand.
- 1.3. The Act prohibits the sale of psychoactive products from:
  - a) Dairies, convenience stores, grocery stores and supermarkets;
  - b) Service stations;
  - c) Liquor outlets;
  - d) Premises that are not a fixed permanent structure e.g. tents, marquee;
  - e) Vehicles or other conveyances e.g. a mobile street cart; and
  - f) Any other place or premises specified or described in the Regulations.
- 1.4. Under the Act the Whanganui District Council may develop and adopt a policy relating to the sale of approved products within its district and to restrict the geographical location of premises selling approved products within the Whanganui District.
- 1.5. Psychoactive Substances: Local Approved Products Policy 2020 (LAPP) seeks to:
  - a) Protect the health of, and minimise harm to individuals who use psychoactive substances;
  - b) Minimise the potential for adverse effects upon the wider Whanganui community caused by the use of psychoactive products by limiting the location and density of licensed sellers of approved products within the Whanganui District; and
  - c) Minimise exposure to the selling of approved products and their potential harm to vulnerable / sensitive sections of our community.
- 1.6. Since the Psychoactive Substances Act 2013 was passed, no psychoactive products have been approved for sale in New Zealand. Accordingly, no applications to sell such products have been made in Whanganui.

## 2.0 Background

- 2.1. The Psychoactive Substances Act 2013 ('Act') came into force 18 July 2013. The Act creates a regulated market for the legal sale of approved recreational psychoactive products by licenced sellers.
- 2.2. The Psychoactive Substances Regulatory Authority ('Authority'), operating under the auspices of the Ministry of Health, is responsible for evaluating psychoactive products to decide if they meet national safety standards and should be approved for sale by licenced premises within New Zealand. The importing, manufacturing, selling, supplying or possessing psychoactive products is strictly prohibited unless it has been demonstrably proven to the Authority that the product poses no more than low risk of harm to individuals who use it. The Authority is also responsible for licencing importers, manufacturers, researchers, retailers and wholesalers.
- 2.3. The core purpose of the Act is to:
  - a) Regulate the availability of psychoactive substances, and
  - b) Protect the health of, and minimise harm to, individuals who use psychoactive substances.
- 2.4. The Act prohibits the sale of psychoactive products from:
  - d) Dairies, convenience stores, grocery stores and supermarkets;
  - e) Service stations;
  - f) Liquor outlets;
  - g) Premises that are not a fixed permanent structure e.g. tents, marquee;
  - h) Vehicles or other conveyances e.g. a mobile street cart; and
  - i) Any other place or premises specified or described in the Regulations.
- 2.5. No one under the age of 18 is permitted to buy, sell or possess psychoactive substances.
- 2.6. Under the Act a territorial authority may develop and adopt a policy relating to the sale of approved products within its district. Territorial authorities cannot prohibit the legal sale of approved products, however this Local Approved Products Policy ('LAPP') enables the Whanganui District Council ('Council') to restrict the geographical location of premises selling approved products within the Whanganui District by:
  - a) Providing differently for different parts of its district;
  - b) Applying to only part (or two or more parts) of the district; and
  - c) Applying differently to premises with different licences.

- 2.7. The LAPP may also include restrictions on the location of licenced sellers of approved products by way of:
- a) The location of premises from which approved products may be sold by reference to broad areas within the district;
  - b) Proximity to other premises from which approved products may be sold; and
  - c) Proximity to premises of facilities of a particular kind or kinds within the district e.g. kindergartens, early childhood centres, schools, places of worship, or other community facilities.
- 2.8. Since the Psychoactive Substances Act 2013 was passed, no psychoactive products have been approved for sale in New Zealand. Accordingly, no applications to sell such products have been made in Whanganui.

### 3.0 Strategic Context

- 3.1. Council's core vision for Whanganui District is contained in Council's Leading Edge Strategy. Encapsulated in five broad threads the philosophy of that strategy permeates through all of Council's actions. The five broad themes are:
- a) Community
  - b) Connectivity
  - c) Creativity
  - d) Environment; and
  - e) Economy.
- 3.2. Our Leading Edge vision is "to be an energised, united and thriving district offering abundant opportunities for everyone".
- 3.3. This LAPP supports various strategic goals of Council contained within the Leading Edge Strategy, including:
- a) We will maintain International Safe Community accreditation.
  - b) There will be greater levels of community pride.
  - c) The percentage of people who indicate high levels of belonging and wellbeing will increase.
  - d) Our district's performance in relation to national health targets will improve.
  - e) We will gain a positive reputation as a destination of choice to live, work, study and do business. The percentage of 15 to 24 year olds not in employment, education or training will decrease.
  - f) More people will have a positive view of the lifestyle benefits in Whanganui – internally and externally.
  - g) Our residents' satisfaction in relation to their standard of living will improve.

- 3.4. Council engaged with the Safer Whanganui forum and its Alcohol and Other Drugs Reference Group in the development of the draft LAPP before putting the policy out to the wider community for its feedback through the public consultation process. Safer Whanganui is charged with fostering a “safe Whanganui – where everyone feels safe to be in and move around the community all the time” - this includes prevention of harm.
- 3.5. Through the Safer Whanganui forum, the wider community is brought together in an enabling process encouraging community organisations to work together collaboratively through actively sharing their combined knowledge and expertise to effect positive and lasting change within our district. This includes tackling community issues such as family violence, alcohol and drug misuse and abuse.
- 3.6. Safer Whanganui has been consulted about, and supports, this updated LAPP.

#### **4.0 Purpose of the Policy**

- 4.1. The policy objectives are to:
  - a) Provide clear guidance to the Authority on what the community considers appropriate when it considers any licence application for the selling of approved products within the Whanganui District;
  - b) Protect the health of, and minimise harm to, individuals who use psychoactive substances;
  - c) Minimise the potential for adverse effects upon the wider Whanganui community caused by the use of psychoactive products by limiting the location and density of licensed sellers of approved products within the Whanganui District; and
  - d) Minimise exposure to the selling of approved products and their potential harm to vulnerable / sensitive sections of our community e.g. school children / young adults.

#### **5.0 Application and Scope**

- 5.1. This LAPP is made under section 66 of the Act and applies to ALL applications to the Authority for a licence to sell approved products within the Whanganui District from the date that this LAPP comes into force (retail or wholesale and includes the sale of approved products through the internet).

#### **6.0 Location of Retail Premises from which Approved Products may be sold**

- 6.1. Retail Premises licenced to sell approved products are only permitted within the geographical area of the Central Business District, as shown in Schedule One, and must have their principal method of access and egress originating from the footpath facing the main arterial route of the premises.
- 6.2. No retail premises licenced to sell approved products is to have their shop frontage facing onto Victoria Avenue.

- 6.3. Retail Premises licenced to sell approved products must not be situated within 300 metres of any other premises from which approved products may be sold.
- 6.4. Retail Premises licenced to sell approved products must not be situated within 50 metres of a:
- a) Educational Facility;
  - b) Community Facility;
  - c) Place of Worship;
  - d) Place of Cultural Significance;
  - e) Government Department;
  - f) Residential Area;
  - g) Pharmacy; or
  - h) Key Bus Stop
- which exist at the time that the initial retail licence application is lodged with the Authority.
- 6.5. For the purposes of clause 6, the separation distance between premises shall be measured from the principal entrance(s) to principal entrance(s) along the footpath, service lane or road.

#### **7.0 Location of Wholesale Premises from which Approved Products may be sold**

- 7.1. Wholesale Premises licenced to sell approved products to retailers of approved products are only permitted within the geographical area of the Commercial Area, as shown in Schedule Two, and must have their principal method of access and egress facing the main arterial route of the premises.
- 7.2. Wholesale Premises licenced to sell approved products to retailers of approved products must not be situated within 300 metres of any other Wholesale Premises from which approved products may be sold.
- 7.3. Wholesale Premises licenced to sell approved products must not be situated within 50 metres of a:
- a) Educational Facility;
  - b) Community Facility;
  - c) Place of Worship;
  - d) Place of Cultural Significance;
  - e) Government Department;
  - f) Residential Area; or
  - g) Cemetery

which exist at the time that the initial wholesale licence application is lodged with the Authority.

- 7.4. For the purposes of clause 7, the separation distance between premises shall be measured from the principal entrance(s) to principal entrance(s) along the footpath, service lane or road.

### Definitions

**Central Business District** means the area of Whanganui bounded by St Hill Street, Taupo Quay, Drews Avenue, Watt Street, Cameron Terrace, Wicksteed Street and Ingestre Street as shown on the map in Schedule One.

**Commercial Area** means the area of Whanganui as shown on the map in Schedule Two.

**Community Facility** means any land or building owned or administered by the Council and open to and provided for the benefit of the public; and the Whanganui Mail Centre Building situated at 60 Ridgway Street where community organisations associated with Community House Whanganui are located BUT excludes footpaths, service lanes, roads, and Council off-street car parks.

**Council** means Whanganui District Council.

**Early Childhood Centre** has the same meaning as in section 310 of the Education Act 1989.

**Education Facility** includes learning sites such as primary, intermediate or secondary schools and kura kaupapa, and institutions delivering educational services for groups with special educational needs.

**Key Bus Stop** means the bus stop located on St Hill Street outside Trafalgar Square.

**Place of Cultural Significance** means a building or site; such as a marae, whose setting, use, associations and meanings have historic, social or spiritual value for past, present or future generations and includes but is not limited to Pākaitore / Moutoa Gardens, Whanganui River and the Returned Servicemen Association premises (RSA).

**Place of Worship** means land and/or building used for public and/or private assembly of people for worship and may include a church, church hall or church yard.

**Residential Area** means any area of the Whanganui District zoned residential in the Whanganui District Plan.

**Schedule One – Central Business District (Retail Sales)**

Psychoactive Substances: Local Approved Products Policy 2020

Schedule Two – Commercial Area (Wholesale Sales)



## 5.6 STRATEGY AND FINANCE COMMITTEE WORK PROGRAMME

**Author:** Stephanie Macdonald-Rose - Policy & Governance Manager

**Authoriser:** Bryan Nicholson - Chief Operating Officer

**References:** Nil

### Recommendation

That the Strategy and Finance Committee receive the report – Strategy and Finance Committee Work Programme .

### Executive Summary

The purpose of this report is to present the Committee's work programme for noting.

The work programme will be on every agenda to ensure that the key issues covered in the Committee Terms of Reference will be covered and to enable forward planning.

### Key information

The remaining scheduled meeting dates for the Strategy and Finance Committee are:

- 6 October
- 17 November

### Reporting programme for the Strategy and Finance Committee

Items	2020 meetings						
	25 Feb	7 Apr	9 June	7 Jul	25 Aug	6 Oct	17 Nov
STRATEGY ITEMS		CANCELLED		CANCELLED			
Annual Committee Work Programme	✓		✓		✓	✓	✓
Prioritised Policy Work Programme	✓						
Quarterly Policy Work Programme Update			✓			✓	
Welcoming Communities Six Monthly Update	✓				✓		
Parks and Open Spaces Strategy Review							TBC
Non-Financial KPI Results	✓				✓		✓

Items	2020 meetings						
	25 Feb	7 Apr	9 June	7 Jul	25 Aug	6 Oct	17 Nov
Environmental Monitoring Update	✓						
Leading Edge Strategy Update			✓			✓	
Community Views Survey Results						✓	
Community Contracts Annual Reporting					✓		
Community Line Item Contracts Annual Reporting					✓		
Housing Strategy update					✓		✓
Age Friendly Communities Plan update						✓	
Climate Change Strategy						✓	
Street Infrastructure Bylaw	Went to Council meeting						
Keeping of Animals, Poultry and Bees Bylaw	✓						
Development Contributions Policy						TBC	
Dog Control Policy and Bylaw						✓	
Local Approved Products Policy Review (LAPP)					✓		
Gambling Venues Policy							✓
<b>FINANCE ITEMS</b>							
Debtors Report	✓					✓	✓
Financial Commitments	✓		✓		✓	✓	✓
Activity Report – Including Treasury Report	✓		✓			✓	✓
Quarterly Financial Results	✓		✓		✓		✓
Annual Report			✓				

**Changes:**

- The Parks and Open Spaces Strategy has been put on hold as a result of other priorities. It is expected that work on this will resume shortly. These timeframes are currently being confirmed.
- The Community Views Survey will be presented to the October meeting.
- The Age Friendly Communities Plan update has been postponed to the October meeting.
- The Dog Control Policy and Bylaw has been postponed and the Local Approved Products Policy Review (LAPP) has been brought forward to this meeting.
- Timeframes on the Gambling Policy are currently being confirmed now that we have a new policy resource on board. It is expected that this may now come to the November meeting.
- The Environmental Monitoring Update forms part of the Annual Report and will be presented to elected members via that mechanism.

**Ad-hoc Reports:**

- Rates remission
- Debt write-offs
- Council Controlled Organisation (CCO) exemptions
- Regional or national submissions

## 5.7 COUNCIL CONTROLLED ORGANISATIONS' EXEMPTION

**Author:** Mike Fermor - General Manager Finance

**Authoriser:** Kym Fell - Chief Executive

**References:** Nil

**Significance of decision** – In terms of the Significance and Engagement Policy 2018, the recommended decision is not significant.

### Recommendation

That the Strategy and Finance Committee recommends:

That the Council exempts the following organisations from Council Controlled Organisation Status from 1 July 2020 for the next three years:

- Manawatu-Whanganui LASS Limited;
- Manawatu Whanganui Regional Disaster Relief Fund Trust;
- Sarjeant Gallery Trust Board;
- Whanganui Port Limited;
- Whanganui & Partners Limited;
- Whanganui River Enhancement Charitable Trust.

### Executive summary

The purpose of this report is to seek Council Controlled Organisation (CCO) exemption status from the provisions of the Local Government Act for certain small organisations Whanganui District Council has an interest in.

### Background

Section 7 of the Local Government Act 2002 ('the Act') allows the Council to exempt a small organisation from being in the definition of a Council Controlled Organisation (CCO). CCOs have to meet certain requirements imposed by the Act such as furnishing a Statement of Intent to their shareholder each year and reporting against that Statement of Intent in their Annual Report. Due to the size and nature of some organisations, the cost and officer time involved in such reporting can outweigh any benefits to Council.

Where required financial reporting will still take place according to generally accepted accounting practice as some of these organisations are still required to be included with Council's activities from an accounting point of view.

The following organisations seek exemption from CCO status from 1 July 2017 for the next three years (they were last granted exemptions for the three years commencing 1 July 2017):

- Manawatu Whanganui Local Authority Shared Services Limited;
- Manawatu Whanganui Regional Disaster Relief Fund Trust;

- Sarjeant Gallery Trust Board;
- Whanganui Port Limited;
- Whanganui & Partners Limited;
- Whanganui River Enhancement Charitable Trust.

## Options

### Option One – grant CCO exemption (preferred option)

This option provides efficiency savings in both time and costs but also provides flexibility to enable appropriate accountability documents to be provided, e.g. audited annual reports.

### Option Two – do not grant CCO exemption

This option would mean all listed CCOs would be required to fully comply with the requirements of the Local Government Act 2002, even where costs exceed benefits.

## Summary of Considerations

### **Fit with purpose of local government**

Council Controlled exemption provisions are provided for in the Local Government Act 2002.

[Section 10 of the Local Government Act 2002](#)

### **Fit with strategic framework**

Select checkboxes to indicate whether the decision / report contributes, detracts or has no impact

	Contributes	Detracts	No impact
Leading Edge Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Long-Term Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Infrastructure Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other Policies or Plans -	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

[Leading Edge Strategy](#)

### **Risks**

The recommended decision has a very minor degree of risk.

The following risks have been considered and identified:

- ☐ **Financial** risks related to the financial management of Council and the ability to fund Council activities and operations, now and into the future
- ☐ **Service delivery** risks related to the meeting of levels of service to the community
- ☐ **Reputation / image** risks that affect the way the Council and staff are perceived by the community - nationwide, internationally, by stakeholders, and the media
- ☐ **Legal compliance (regulatory)** risks related to the ability of management to effectively manage the Council, comply with legal obligations and avoid being exposed to liability

<p><input type="checkbox"/> <b>Environmental</b> risks related to the environmental impacts of activities undertaken by the Council. Includes potential or negative environmental and / or ecological impacts, regardless of whether these are reversible or irreversible</p> <p><input type="checkbox"/> <b>Health, safety and wellbeing</b> risks related to the health, safety and wellbeing of Council staff, contractors and the general public when using Council's facilities and services</p> <p><input type="checkbox"/> <b>Information technology and management</b> risks related to the integrity of the Council's IT network, including security, access and data management</p> <p><input type="checkbox"/> <b>Infrastructure / assets</b> risks related to the inability of assets to provide the required level of service in the most cost effective manner</p> <p><input type="checkbox"/> <b>Project completion</b> risk of failure to complete on time, on budget and to plan</p> <p style="text-align: right;"><a href="#">Risk Management Policy</a></p>
<p><b>Policy implications</b></p> <p>N/A</p>
<p><b>Financial considerations</b></p> <p>The preferred option of CCO exemptions from the listed entities provides cost savings to Council.</p> <p><input checked="" type="checkbox"/> Nil <input type="checkbox"/> Approved in LTP / AP <input type="checkbox"/> Unbudgeted \$</p>
<p><b>Legislative considerations</b></p> <p>Local Government Act (2002) s7 provides Council's the ability to exempt small organisations that are not Council Controlled Trading Organisations from Council Controlled Organisation status.</p>
<p><b>Significance</b></p> <p>The recommended decision is considered not significant as per Council's Significance and Engagement Policy.</p> <p style="text-align: right;"><a href="#">Significance and Engagement Policy 2018</a></p>
<p><b>Engagement</b></p> <p>N/A</p> <p style="text-align: right;"><a href="#">Significance and Engagement Policy 2018</a></p>

## 5.8 FINANCIAL COMMITMENTS: MAY - JULY 2020

**Author:** Lana Treen - Senior Procurement Officer

**Authoriser:** Mike Fermor - General Manager Finance

**References:** Nil

### Recommendation

That the Strategy and Finance Committee receive the report – Financial Commitments: May - July 2020.

### Executive Summary

Financial Commitments: May - July 2020

### Key information

Contract	In Annual Plan	Nº. of Tenders Received	Range for Conforming Tenders \$	Contract's Current Cost \$	Awarded Price \$	Contractor
1885: CBD Maintenance	Y	-	647,100	639,900 p.a	647,100	Mainstreet Whanganui Inc.
1849: Sarjeant Gallery Te Whare o Rehua Redevelopment Project – Main Contractor – Stage 2	Y	-	21,968,851	-	21,968,851	McMillan and Lockwood Central Limited
1797: Sarjeant Gallery Te Whare o Rehua Redevelopment - PROJECT MANAGEMENT - Design and Contract Administration – Stage 2	Y	-	560,640	-	560,640	Resource Coordination Partnership Limited
1870: Beach Road Pump Station Screen's Renewal	Y	2	691,670 - 1,189,762	-	691,670	Brickhouse Technologies Limited

**Note:**

- All pricing is exclusive of GST.
- **1885:** This is a one year standalone contract pending the s17a review findings. Direct Negotiation with incumbent.
- **1849:** Direct Negotiation with the incumbent for Stage 2, Variation to Contract.
- **1797:** Direct Negotiation with the incumbent for Stage 2, Variation to Contract.

## 5.9 TWELVE MONTH FINANCIAL REPORT FOR PERIOD ENDING 30 JUNE 2020

**Author:** Wiehan Labuschagne - Management Accountant

**Authoriser:** Mike Fermor - General Manager Finance

Simon Manville - Senior Finance Officer

**References:** Nil

### Recommendation

That the Strategy and Finance Committee receive the report – Twelve Month Financial Report for period ending 30 June 2020.

### Executive Summary

#### Report Outline

The purpose of this report is to update the Committee on the financial results for the 12 months ending 30 June 2020. The report contains summary results and explanations for major variances, summarises the impact of COVID-19 and includes budget carry overs to 2020/21.

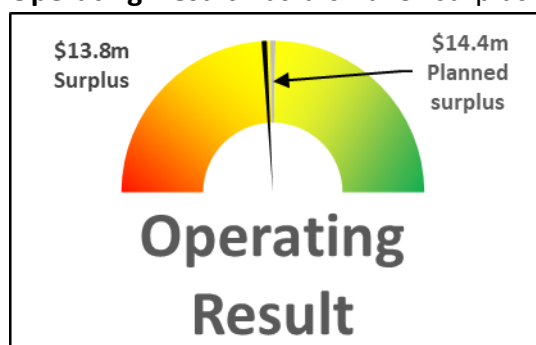
This is a management report with a specific focus on *actual results against planned budgets*. The Annual Report 2019/20 may differ as it includes non-cash transactions (such as gains/losses on revaluation) and an audit process that may reclassify items (such as capitalising Roothing operating expenses). For the same reason this report excludes depreciation as Council does not rate fund depreciation.

The audit of the annual report for the Airport Joint Venture and Whanganui District Council Holdings Ltd begins 24<sup>th</sup> August, with the audit of Council's annual report starting on 7<sup>th</sup> September. Currently Council is on track to meet these timeframes. Central Government has passed legislation extending the statutory timeframes for CCO and Council annual reports by an additional two months. This is in anticipation of either Audit NZ, or individual Councils, not being able to achieve normal statutory timeframes.

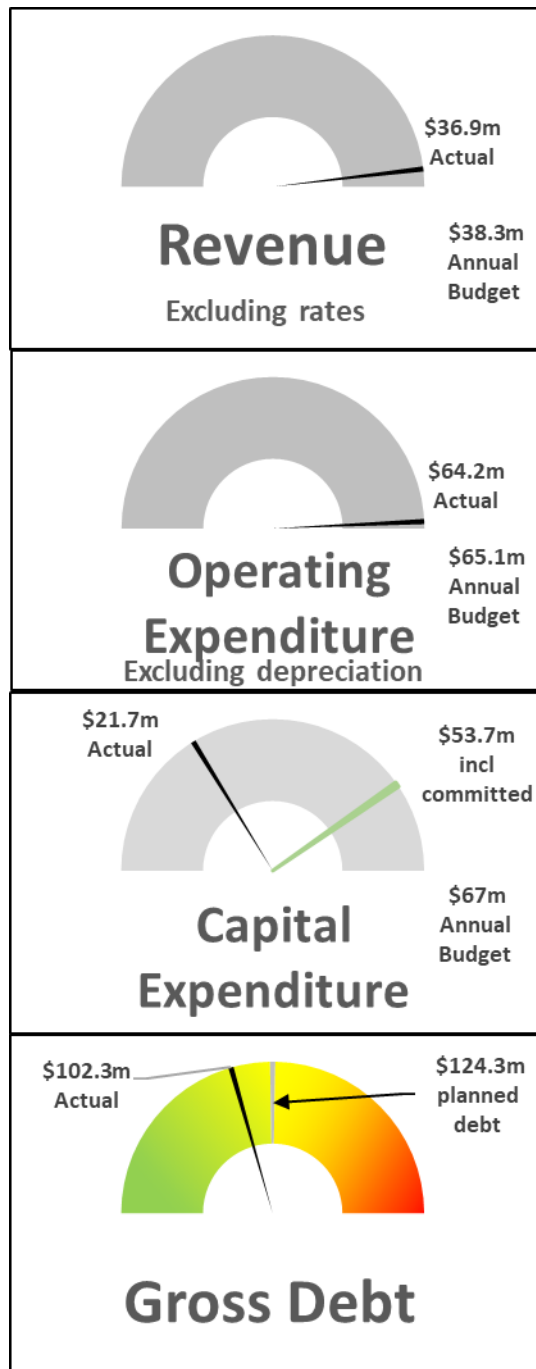
### Dashboard

*High-level overview of results with a short paragraph for major variances. Purpose is to show results at a glance. For more detail on a specific result, see the relevant section. A full statement of financial performance and financial position are included on last page.*

**Operating Result** has a smaller surplus than planned due to significantly lower revenue. This is partially offset by a small saving in operating expenditure



A surplus is planned to fund capital renewals and loan repayments from capital acquisitions and –growth. See Funding Impact Statement in Annual Plan for details on sources- and application of funding.



**Revenue** is lower as Other Revenue and Subsidies & Grants are lower than planned. This is partially offset by higher Finance Income (interest earned).

See **Operating Results** section of the report for further details on subsidies.

**Operating Expenditure** is slightly lower than planned. There has been a significant saving in Finance Cost, with minor positive variances in Personnel Costs and Operating Costs.

Further details are included in the **Operating Results** section of this report.

**Capital Expenditure** is significantly lower than planned, mostly driven by Sarjaent Gallery and Port redevelopment projects. Significant planning and procurement is underway, with \$32m of commitments in place (signed contract or works underway).

Further details are included in the **Capital Expenditure** section of this report.

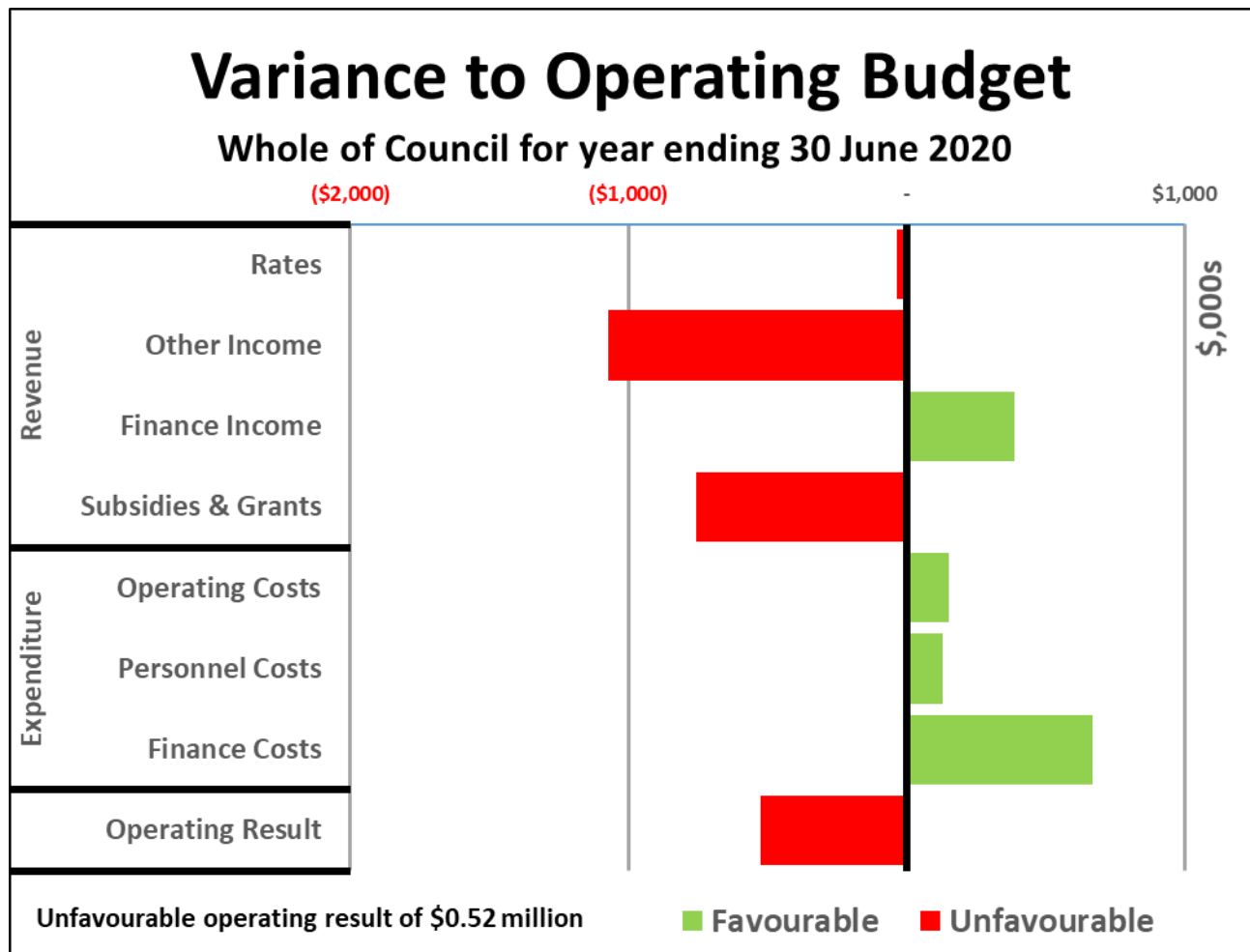
**Gross Debt** level significantly lower than planned due to lower loan-funded capital expenditure to date.

This has been consistent throughout the year and contributed to the lower Finance Costs.

## Operating Results

Detailed report on the operating results (revenue and expenditure), compared to budget. Focus is on major variances.

This graph shows the operating variances for the whole of Council. Note it excludes Depreciation.



The bottom line is an unfavourable operating result of \$522,000. Below is a high-level variance analysis - greater detail can be found in activity section below.

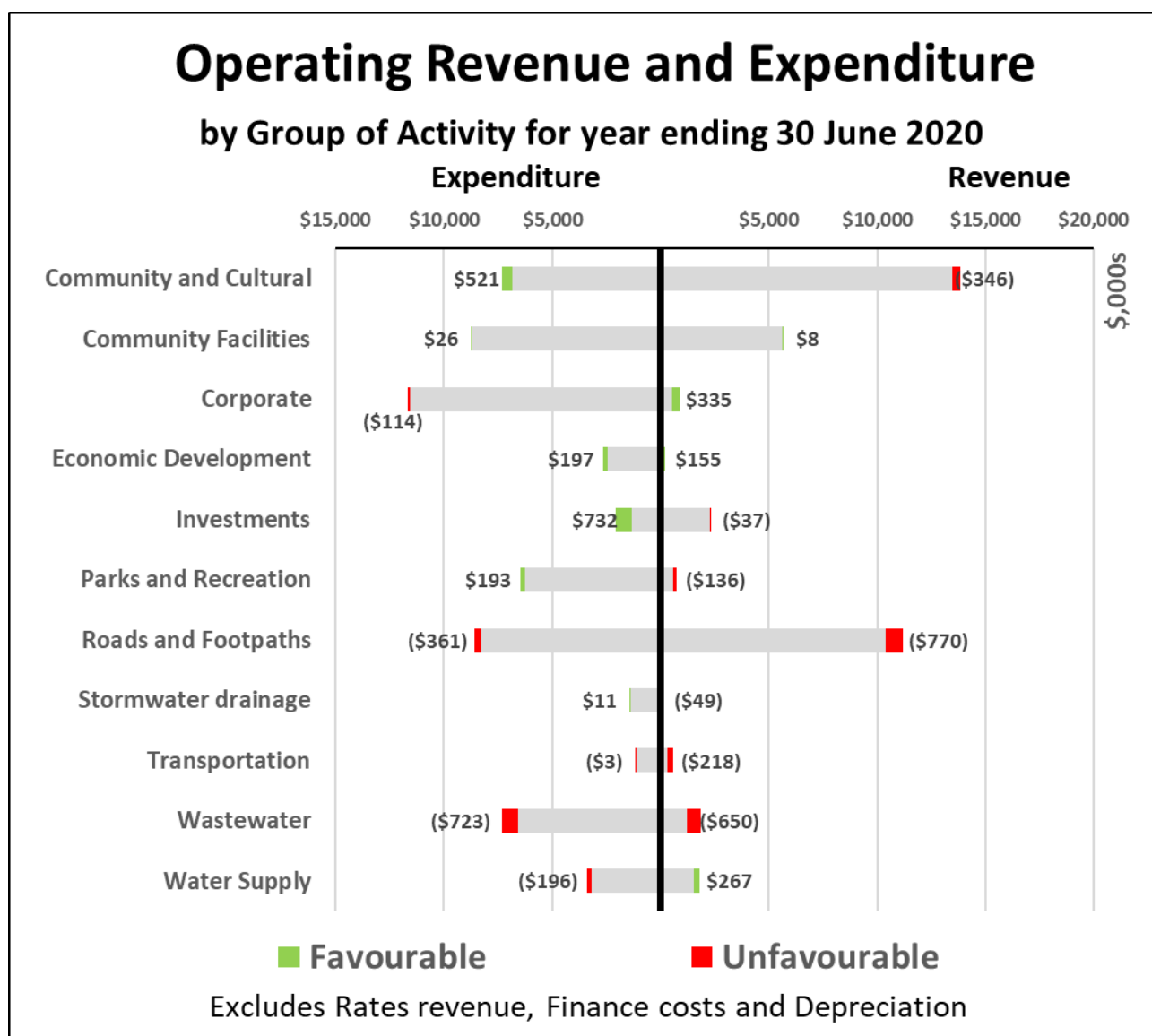
There has been **favourable** variances in the following:

- Finance income is higher than planned as Council held more cash on term deposit. This cash is from pre-funding loans late in 2018/19 with the dual purpose of maintaining Council's liquidity while also capitalising on very favourable interest rates. This will be repeated for 2020/21 loan maturities.
- Slightly lower operating costs as operations were hampered over the 4<sup>th</sup> quarter during lockdown period. Planned maintenance and consultancy were significantly lower as regular planning and maintenance operations were put on hold. This is partially offset by higher response costs. See **Impact of Covid 19** section for more details.
- Saving in personnel costs as vacant roles were filled.
- Saving in finance expense as debt is lower than planned, coupled with favourable interest rates.

There has been **unfavourable** variances in the following items:

- Other income is significantly lower than planned. Main items are:
  - Lower investment income received,
  - Lower trade waste fees (partially offset by unplanned leachate disposal revenue),
  - Various lower user charges over lockdown period, including rent relief for commercial properties
- Subsidies & grants are lower than planned, a reversal from prior quarter reports. This is driven by 3 items:
  - NZTA subsidies are on a reimbursement basis, so a delay in capital works will have a delay in subsidy.
  - Sarjaent gallery subsidy was received in first 3 quarters, with minor amount in 4<sup>th</sup> quarter. The total received is slightly lower than planned.
  - Unplanned grant for shovel ready projects has conditions that mean a large portion must be treated as revenue in advance and not recognised in 2019/20.

The following graph shows the planned expenditure (left of centre line) and planned revenue (right of centre line) for each Group of Activity. Note it excludes Rates revenue, Finance Costs and Depreciation.



**Explanations below are for significant activity variances:**

**Community and Cultural** – Sarjaent Gallery redevelopment subsidy for the year is lower than planned (\$268k). Also lower revenue in Library (\$38k) and War Memorial Centre (\$36k), driven by closure over lockdown period. Expenditure is lower from savings in personnel costs (\$205k) as open positions are filled, lower gallery expenses over lockdown (\$169k) and delays to planned revamping (\$145k) of the Opera House.

**Corporate** – Favourable revenue as finance income significantly higher than planned (\$386k), partially offset by slightly lower recoveries (\$52k). Higher than planned expenditure in IT (\$59k) and Communications (\$56k) in response to Covid-19.

**Economic Development** – Operating expenditure lower than planned (\$154k) as many projects have been delayed. Revenue is favourable from unplanned grants received to fund a Business Growth Advisor (\$80k), Education coordinator (\$64k) and Provincial Growth Fund application support (\$44k).

**Investment** – Lower expenditure as dividends have not been received nor distributed to activities.

**Parks & Recreation** – Revenue lower than planned from lower rental income (\$71k) and grants (\$65k). Significantly lower in planned maintenance (\$175k) in final quarter.

**Roading & Footpaths** – Operating expenses is higher from more maintenance over summer construction period (\$360k), driven by Routine Drainage Maintenance and Environmental Maintenance. Subsidy revenue is significantly lower than planned (\$712k) as NZTA subsidy is paid on a reimbursement basis and delays to major capital projects (~ \$7 million less spent than planned) has led to delays of the associated subsidy.

**Stormwater** – Development contribution revenue slightly lower than planned (\$48k) as development work still underway.

**Transportation** – Port redevelopment and airport revenue lower than planned due to restrictions over lockdown.

**Wastewater** – Revenue lower than planned as no dividend received to date (\$600k) and slightly lower waste revenue (\$49k). Expenditure is higher than planned due to increased insurance premiums (\$123k) and optimising the treatment plant over first 6 months of the year (\$601k).

**Water supplies** – Revenue higher due to higher water consumption (\$267k). There is a corresponding increase in treatment and operating costs (\$108k), as well as an unplanned insurance excess (\$88k).

## Capital Expenditure

*Overview of Capital Expenditure, project progress and committed items.*

Total capital expenditure for the period is \$21.7 million against an annual budget of \$67 million (including carry forwards). This variance of \$45 million is driven by 3 main items:

- Port redevelopment underway (\$15.2 million lower than planned to date)
- Sarjaent Gallery redevelopment underway (\$10.2 million lower than planned to date)
- Heads Rd intersection, pathways and bridge construction projects have been delayed (\$5.4 million lower than planned). Roding emergency works waiting on consents (\$1.8m)
- Various other smaller projects totalling \$12 million, eg dog pound and parking meter renewal, 3 waters renewal programme, velodrome roof seed funding, etc.

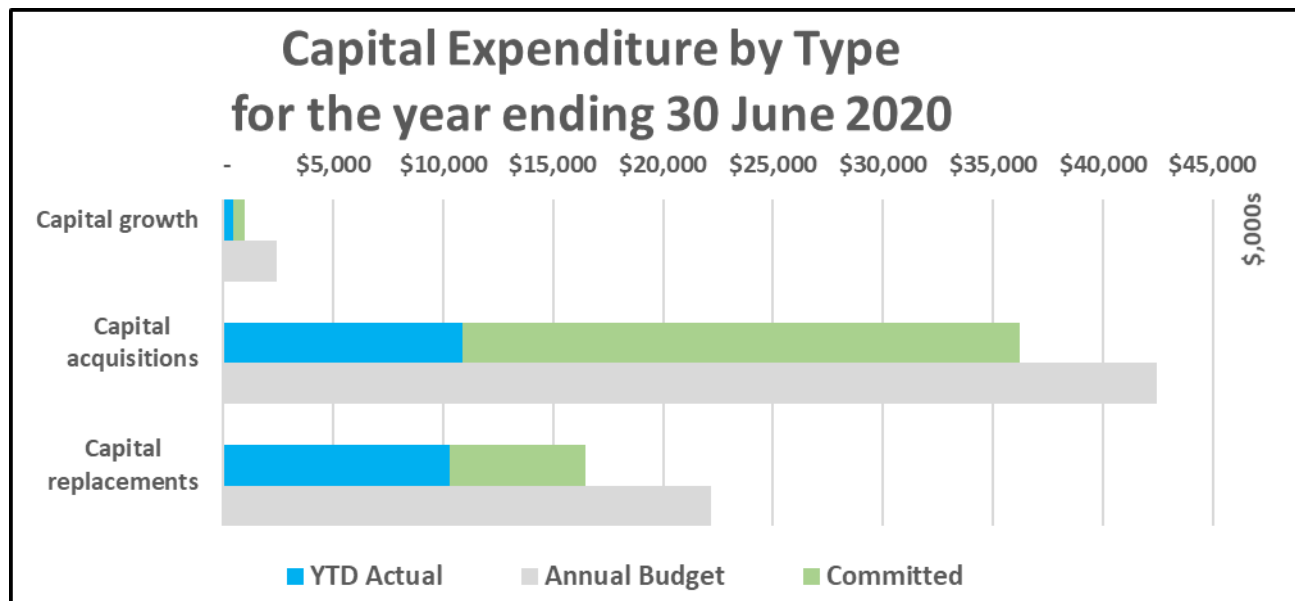
Significant planning and procurement work has been completed, with commitments totalling \$32 million made. Committed projects either have a signed contract in place or are underway. This does not include projects in planning phase or currently in procurement (tender- or negotiation phase).

Major commitments are:

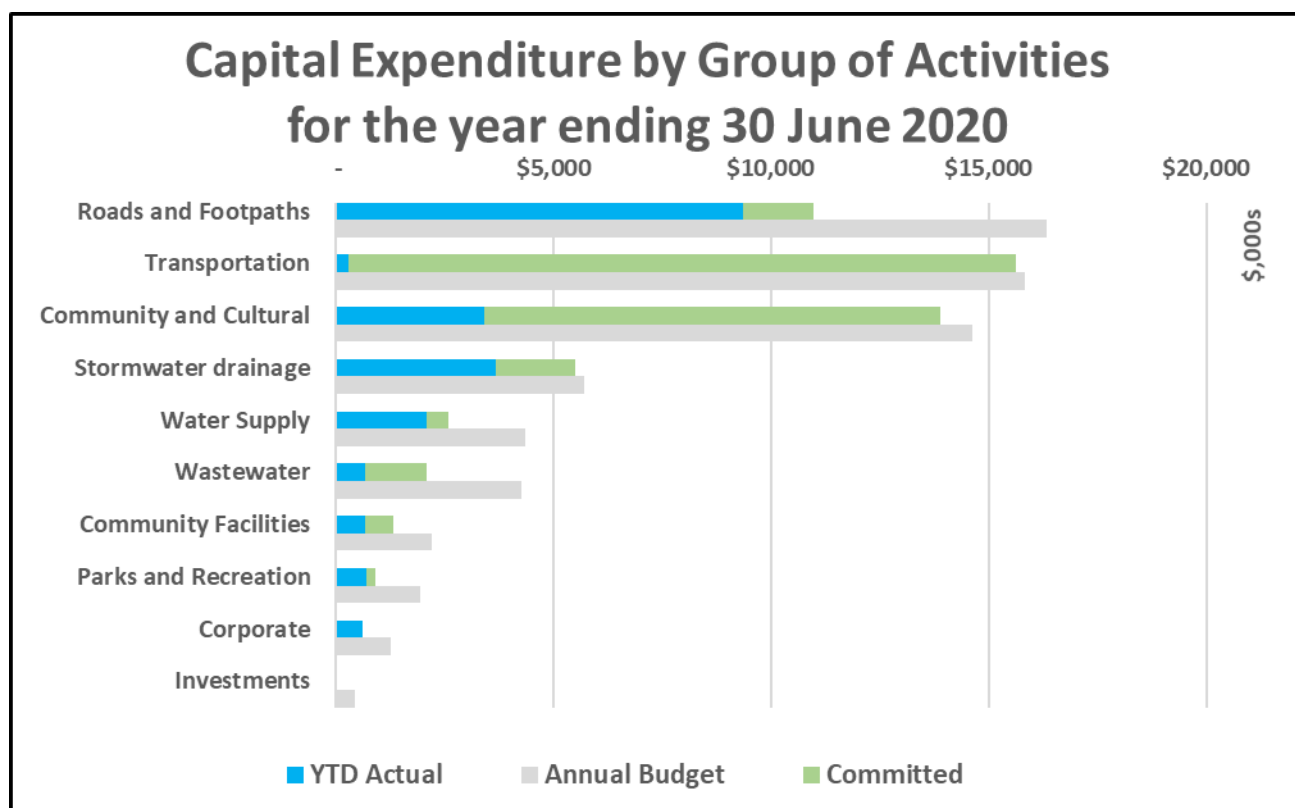
- Port redevelopment project
- Sarjaent gallery redevelopment
- Stormwater development projects in Wilson- and Gloucester streets
- Roding project for Fitzherbert extension
- Wastewater plant renewals in Beach Rd pump station
- Dog pound development
- Watermain development and renewals throughout the city

Due to the lower than planned capital expenditure, debt levels are favourable as Council retains more cash.

The graph below shows spend is equally split between acquisitions (delivering new services to the community) and replacements (renewing old, worn out assets to ensure continued service delivery).



The graph below shows the split by Group of Activity.



**Roading & Footpaths** – Cyclical maintenance programme tracked to schedule, however a few large growth and acquisition projects are behind plan. These projects continue working through required consents and agreements with other parties.

**Transportation** – Port redevelopment was delayed, however proceeding now. Expected to continue through 2020/21 and 2021/22.

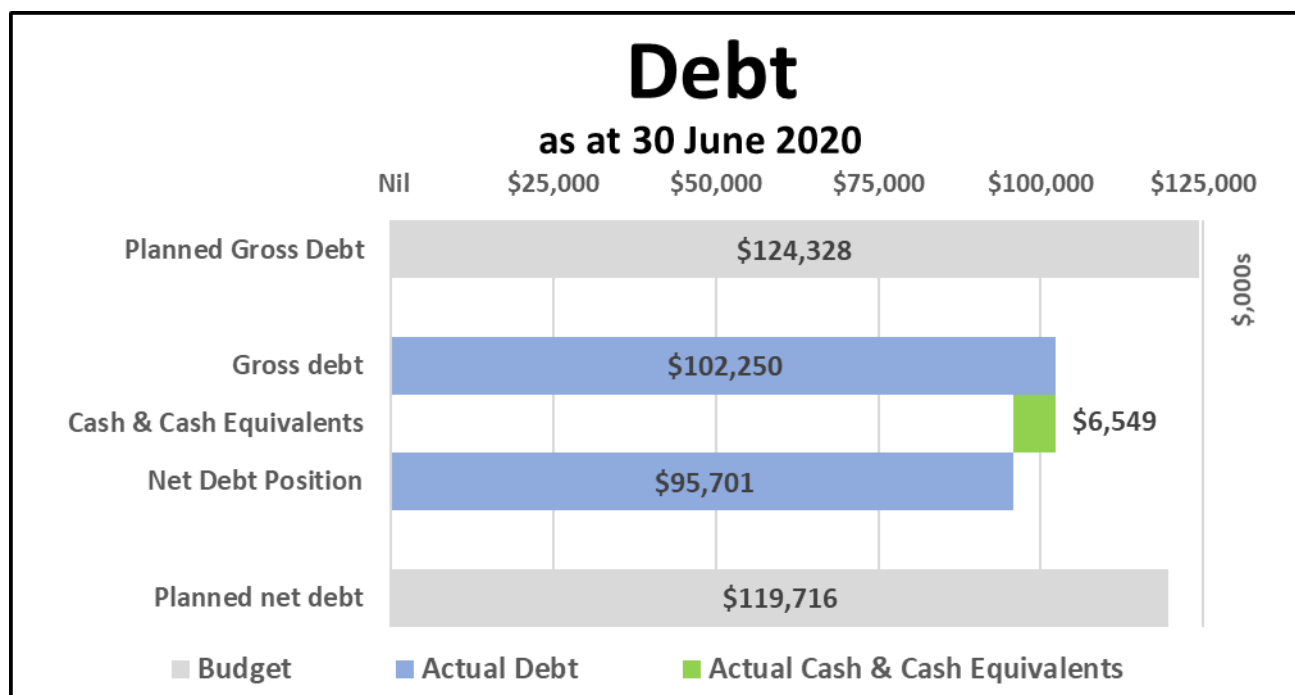
**Community and Cultural** – The Sarjaent gallery redevelopment was delayed but is underway. Expected to continue through 2020/21 and 2021/22.

**Stormwater** – Significant progress made on development projects, with outstanding projects committed. Minor renewal projects still need to be finalised.

**Water supplies and Wastewater** – Planning and procurement underway for outstanding projects, with some projects having dependencies that cause delays. Many projects have a significant lead time for materials and equipment due to the specialised nature of the work, and are expected to proceed in 2020/21.

## Debt

*Current debt and cash position*



Debt levels remain lower than planned due to lower capital expenditure.

Council has significant headroom to take on additional borrowing, as all debt covenants measures are well below limits.

## Impact of COVID-19 on Council activities

### *Overview of the impact on revenue and expenditure*

The impact of COVID-19 on Council activities has been varied, with some activities significantly more affected than others. The following is an update on the estimates made in 9 month report.

**Infrastructure (Roading, 3 waters)** – The physical works programme was largely unaffected as lockdown occurred at the end of the construction season. Significant planning and scoping work was done to identify ‘shovel ready’ projects eligible for stimulus grant funding, with \$2 million for roading being pledged by Central Government. While the majority of this money has been received, it is conditional on certain criteria that Council is working to fulfil. Most of the impact on the activity has been further delays in securing materials or consents for outstanding projects.

**Emergency Management** – The activity incurred \$172k of direct welfare costs. This includes care packages for vulnerable members of the community, education and communication, running the Emergency Operations Centre and supporting other government agencies. These costs will be recouped from the National Emergency Management Agency (NEMA).

**Information Technology** – The activity incurred \$100,000 in direct response costs. This was split between mobile equipment (laptops, screens, camera’s, etc.) and software (virtual workstations- and video conferencing licenses) to enable staff to work remotely. An additional \$40,000 was spent on upgrading Council’s IT infrastructure to handle the increased demand. This is a key part of Council’s Business Continuity Plan and continues to be refined in preparation for another event.

**Property Group** – The rent relief programme waived \$80,000 of rental income, less than was initially estimated. However, grant funding and parks/facilities rental also decreased as many events were cancelled or postponed in the 4<sup>th</sup> quarter. This trend continued through fewer bookings for events in early 2020/21.

**Venues & Events** – Restrictions on gatherings led to all bookings in 4<sup>th</sup> quarter being cancelled. Total revenue is \$25,000 lower than forecast. This trend will continue with any further restrictions.

**Libraries** – Similar to Venues & Events above, Library revenue has dropped approximately \$18,000 due to closing the facilities over the lockdown period. Late fees were also waived during this time. Visitor numbers dropped significantly from normal levels, however it did return to normal in level 1. There was a significant uptake of electronic services, such as e-books and streaming services over this time.

**Gallery and Glassworks** – Similar to Libraries and Venue & Events, both the Gallery and Glassworks was closed under lockdown and limited by restrictions in level 2 and 3. Sales revenue was \$15,000 (Gallery) and \$55,000 (Glassworks) lower than forecast, however both had slightly lower operating expenses as there was very little activity.

**Building Control** – The activity experienced a surge in demand, with a significant number of applications received at the start of lockdown. The team continued working remotely, however the inability to perform inspections led to a number of consents missing the statutory timeframes. The outstanding inspections were performed once lockdown ended. The demand continued after lockdown, with the total number of consents issued for the year only 1.4% lower than 2018/19 despite having 4 weeks under lockdown. Despite the continued high number of consents, revenue remains lower than planned as the value of consent applications remain relatively low. The bulk is new residential builds and additions, with few large commercial consents.

**District Planning** – Like Building Control above, demand was very high during and post lockdown. Revenue is \$150,000 higher than planned as there has been significant large applications received. Note this trend was in place before lockdown commenced, however it continued despite.

**Parking** – Revenue experienced a strong reversal from the favourable trend. The absence of enforcement and writing off unrecoverable fines over 4<sup>th</sup> quarter reduced revenue by approximately \$60,000 from forecast. This is expected to return to planned levels in the new financial year.

**Council's rates relief package** – Of those property owners inquiring about rates relief during the COVID-19 lockdown, approximately eighteen of these property owners have not yet paid their 2019/20 4<sup>th</sup> quarter rates instalment and are likely to seek an extension. The 2020/21 first instalment rates invoices were sent out at the beginning of August. Currently Council has not received any requests for rates relief, due to COVID-19 circumstances, for the 2020/21 rates.

**The ongoing impact of COVID-19** remains uncertain, with economic conditions remaining volatile. Stimulus programmes (in the form of wage subsidies, mortgage holidays and grant subsidies for infrastructure projects) have been very effective in stimulating economic activity, however there remains concerns over the 'drop' once these programmes end. The effect of a second wave will be more difficult to estimate, as there is currently no clear baseline to compare it. It remains a developing situation and Management will continue to update Council on the impact as it becomes clear.

### Carry Over budgets to 2020/21

Total carry over budget to 2020/21 is \$48.9 million. This is broken down to:

- \$43.7 million of capital expenditure. The bulk relates to Sarjaent Gallery Redevelopment and Port Redevelopment projects.
- \$1.4 million of operational expenditure, the majority being maintenance programme.
- \$3.8 million of revenue budget carried to 2020/21, to reflect NZTA subsidy revenue from carried over capital projects

The following is a summary of budget carry overs to 2020/21. These are items that are incomplete at end of 2019/20 and will continue in 2020/21.

### Committed - active contract in place or works underway as at 30 June 2020

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
Community and Cultural	War Memorial Centre - Building costs	145			Renewal of flyroof and rigging
	The Sarjeant Gallery Trust		72		Gallery Trust fundraising allocated in 2020/21
	War Memorial Centre	37			Minor equipment renewal
	Library	33			Library vans fit out
Community Facilities	Animal Management (Dog pound)	651			Dog pound underway
	Environmental policy		52		Heritage grants commitment ongoing
	CBD Parking		10		

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
Parks and Recreation	Parks general	34	58		Upgrade of Duncan Pavilion
	Bason Botanic Gardens	32			Larsen house renewals
	Trees	27			Tree management software package on order
	Sports grounds	16			
	Premier parks		10		
Roads and Footpaths	Bridge Replacements	637			Commitment to retain NZTA subsidy for Wakefield bridge
	Low Cost/Low Risk projects	1,671		(1,019)	Various minor upgrade projects delivered through Alliance
	Worker Redeployment MBIE funded	1,125		(1,125)	Shovel ready projects underway
Stormwater drainage	Stormwater - urban reticulation	1,813			Network replacements and development
Transportation	Airport	25	6		Minor upgrade around Airport
Wastewater	Wastewater - pump stations	1,050			Beach road pump station renewals
	Wastewater - urban reticulation	392			Network development
Water Supply	Water urban supply	375			Westmere Reservoir pipeline
	Urban reticulation	200			Network replacements
<b>Total Committed</b>		<b>8,262</b>	<b>208</b>	<b>(2,144)</b>	

**Uncommitted - planning, procurement or negotiation underway at 30 June 2020. Note some of these will have progressed to committed by the time this report is presented**

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
Community and Cultural	Earthquake Strengthening	444			Various facilities being seismic strengthened
	Library	294	110		Renewals of Alexander and Davis buildings, and minor equipment purchases
	Royal Wanganui Opera House	40	128		Various renewals of facility

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
	Whanganui Regional Museum	60			Various renewals of facility
	Waste minimisation		16		Carry over available levy funding
	Arts		5		
	Sarjeant Collection		5		
	Education		4		
	War Memorial Centre - Building costs	3			
Community Facilities	CBD Parking	837			Parking meters replacement being planned
	CBD Maintenance	148			Various community projects delayed by CV19
	Community buildings	47	8		Renewal at Repertory Theatre
	Rural Halls		13		
	Aramoho Cemetery		3		
Corporate	101 Guyton Street	393			Continued renewal of building, including fire compliance and HVAC maintenance
	Property City Freehold		112		Maintenance at CFP facilities
	Human Resources		45		Iwi engagement workshops underway
	Youth Committee		5		
Economic Development	Agribusiness		141		Various projects underway by Whanganui & Partners
	Brand & Events		50		Various projects underway by Whanganui & Partners
	Education and Youth		28		Various projects underway by Whanganui & Partners
	Manufacturing, Logistics and Commercial		22		Various projects underway by Whanganui & Partners
	Visitor Industries		19		Various projects underway by Whanganui & Partners
Investments	City Endowment	62	167		HAIL compliance and maintenance of various facilities
	Harbour Endowment	190			General maintenance at various facilities and preparation for Port redevelopment

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
Parks and Recreation	Parks general	277	55		Upokongaro facilities and various minor maintenance projects
	Splash Centre	120	109		Critical plant renewal and resurfacing pool area
	Premier parks	154	56		Development and maintenance at Kowhai- and Queens Park
	Rural reserves		36		Harvesting and replanting at various sites
	Cooks Gardens		27		Investigation of facility's roofing condition
	Bason Botanic Gardens	2			
Roads and Footpaths	Bridge Replacements	1,865		(1,138)	Project in pre-implementation phase, committed funding from NZTA. Delayed in finalising agreement with Kiwirail.
	River Road emergency works	840		(512)	Project in pre-implementation phase, committed funding from NZTA. Delays while finalising agreement with Iwi.
	One network road classification	13		(8)	NZTA funded project carried over
Stormwater drainage	Stormwater - urban reticulation	131			Planning network replacements
	Waterways and natural drainage	67			Planning development of watercourses
Transportation	Airport	260			Runway recoat delayed due to COVID-19
	Sea Port operations	217			Projects earmarked to coincide with Port Redevelopment works
	Whanganui River Control		25		
Wastewater	Wastewater - pump stations	1,100			Further upgrade planned for Beach Rd station. Committed in July 2020
	Wastewater Treatment Plant	487			Standby generator for treatment plant
	Wastewater - urban reticulation	194			Network development and replacements still on tender
	Wastewater General	98			Minor upgrade across network
Water Supply	Water urban supply	776			Kai Iwi bore development with consent delays. Resolved in July

Group	Activity	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
					2020, currently committed with works underway.
<b>Total Uncommitted</b>		<b>9,120</b>	<b>1,188</b>	<b>(1,658)</b>	

**Other major items**

Project	Capital Expenditure (\$,000's)	Operating Expenditure (\$,000's)	Revenue (Increase) / Decrease (\$,000's)	Comments
Sarjeant Gallery Redevelopment	10,195	-	-	Project underway
Velodrome roof	1,000	-	-	Placeholder for seed funding
Port Redevelopment	15,153	-	-	Project underway
<b>Total</b>	<b>26,348</b>	-	-	

<b>Financial Performance</b>					
<b>for the year ending 30 June 2020</b>					
		<b>Actual year to date</b>	<b>Annual budget</b>	<b>Variance \$</b>	<b>Variance %</b>
		<b>\$000s</b>	<b>\$000s</b>	<b>\$000s</b>	
<b>Operating Income</b>					
	Rates	61,373	61,406	(33)	(0%)
	Other Income	13,333	14,405	(1,072)	(7%)
	Finance Income	562	175	387	221%
	Subsidies & Grants	22,986	23,743	(757)	(3%)
		98,254	99,729	(1,475)	(1%)
<b>Operating Expenditure</b>					
	Staff related costs	19,873	20,303	430	2%
	Finance costs	5,085	5,756	671	12%
	Information costs	1,925	1,916	(9)	(0%)
	Occupancy costs	6,148	6,862	714	10%
	Administration costs	3,681	3,164	(517)	(16%)
	Contract Costs	27,096	26,789	(307)	(1%)
	Other operating costs	352	322	(30)	(9%)
	Depreciation	20,261	20,261	-	
		84,421	85,373	952	1%
<b>Operating surplus/(deficit)</b>		13,834	14,356	(522)	(4%)
<b>Operating surplus/(deficit)</b>		34,095	34,617	(522)	(2%)
<b>(excluding depreciation)</b>					
<b>Capital expenditure</b>					
	Growth	453	2,415	1,962	81%
	Acquisitions	10,857	42,453	31,596	74%
	Replacements	10,428	22,160	11,732	53%
		21,738	67,028	45,290	68%
<b>Loan funding (net)</b>		(12,318)	31,921	44,239	139%
<b>Special funds (net)</b>		(39)	490	529	108%
<b>Surplus / Deficit</b>		-	-	-	

<b>Financial Position</b>		
<b>as at 30 June 2020</b>		
	<b>Actual YTD 2019/20</b>	<b>Year end budget 2019/20</b>
	<b>\$000s</b>	<b>\$000s</b>
<b>Current Assets</b>		
Cash and Cash Equivalents	6,549	4,612
Trade and Other Receivables	9,072	7,226
Inventories	1	-
Current Portion of Other Financial Assets	9,772	-
	<b>25,394</b>	<b>11,838</b>
<b>Non Current Assets</b>		
Investment Property	24,110	24,809
Investments in Associates	129	135
Intangible Assets	950	912
Other Financial Assets	18,717	9,825
Property, Plant and Equipment	924,856	1,014,883
	<b>968,762</b>	<b>1,050,564</b>
<b>TOTAL ASSETS</b>	<b>994,156</b>	<b>1,062,402</b>
<b>Current Liabilities</b>		
Trade and Other Payables and Provisions	12,081	9,994
Employee Benefits	1,921	1,331
Current Portion of Borrowings	17,500	9,000
	<b>31,502</b>	<b>20,325</b>
<b>Non Current Liabilities</b>		
Borrowings	84,750	115,328
Deferred Tax Liability	50	50
Derivative Financial Instruments	12,808	8,979
Employee Benefits	137	123
	<b>97,746</b>	<b>124,480</b>
<b>NET ASSETS</b>	<b>864,908</b>	<b>917,598</b>
<b>Equity</b>		
General Equity	569,688	575,785
Restricted Reserves	64,025	60,027
Revaluation Reserves	230,161	281,518
Investment Revaluation Reserve	1,034	267
	<b>864,908</b>	<b>917,598</b>
<b>TOTAL EQUITY</b>	<b>864,908</b>	<b>917,598</b>

## 6 MOTION TO EXCLUDE PUBLIC

### RESOLUTION TO EXCLUDE THE PUBLIC

*Section 48, Local Government Official Information and Meetings Act 1987.*

#### Recommendation

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

#### Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7.1	Public Excluded Minutes of the Strategy and Finance Committee Meeting held on 9 June 2020	s6(a)		Refer to the previous public excluded reasons in the agenda for this meeting.	
8.1	Rates Remission	s7(2)(a)	Privacy	Keep confidential named individuals	
8.2	Financial Commitments - Confidential: May - July 2020	s7(2)(b)(ii), s7(2)(h), s7(2)(i), s7(2)(j)	Commercial Position, Commercial Activities, Negotiations, Improper Gain or Improper Advantage	Commercially and financially confidential contract information.	

That David Wells be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of the rural community. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because David Wells is a member of the Whanganui Rural Community Board.