



Hastings District Council

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OPEN A G E N D A

COMMUNITY DEVELOPMENT COMMITTEE MEETING

Meeting Date: **Thursday, 19 July 2018**

Time: **1.00pm**

Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Committee Members	Chair: Councillor Dixon Mayor Hazlehurst Councillors Barber, Harvey (Deputy Chair), Heaps, Lawson, Lyons, Kerr, Nixon, O'Keefe, Poulain, Redstone, Schollum, Travers and Watkins (<i>Quorum</i> = 8)
Officer Responsible	Group Manager: Economic Growth & Organisation Improvement and Group Manager: Community Facilities & Programmes
Committee Secretary	Carolyn Hunt (Ext 5634)

Community Development Committee – Terms of Reference

Fields of Activity

The development of policy and the oversight of operations in the area of the social, economic, cultural and environmental wellbeing and development of the District, including (but not limited to) the following activities:

Economic Development

- Development of the Council's overarching strategies for Environmental Management, Economic Development, Growth Management and Urban Development;
- District development and land use planning (high level strategy)
- Urban design and development (including CBD planning)
- Hastings City Centre Development
- Landmarks Activities
- Parks and Reserves
- Economic & Business Development programmes
- Regional development

Social Development

- Development of the Council's overarching strategies for Social and Cultural activities
- Housing for the elderly
- Cemeteries (including physical works)
- Youth
- Arts, Culture and Heritage including the Hastings City Art Gallery
- Democracy, civil society, community engagement and partnership
- Social Development and wellbeing programmes
- Guilin Sister City Relationship
- Local and community events and celebrations
- Historic commemorations
- Citizenship activities
- Civic Honours Awards
- Grants, Funding and allocations
- Library operations
- Hawkes Bay Opera House
- Recreation Facilities other than Parks & Reserves
- Recreation activities

Other roles of a strategic overview nature including:

- Other policy development not otherwise provided for

Membership (Mayor and 14 Councillors)

Chairman appointed by Council

Deputy Chairman appointed by Council

The Mayor

All other Councillors

Quorum – 8 members

DELEGATED POWERS:

General Delegations

1. Authority to exercise all of Council powers, functions and authorities (except where prohibited by law or otherwise delegated to another committee) in relation to all matters detailed in the Fields of Activity.
2. Authority to re-allocate funding already approved by the Council as part of the Long Term Plan/Annual Plan process, for matters within the Fields of Activity provided that the re-allocation of funds does not increase the overall amount of money committed to the Fields of Activity in the Long Term Plan/Annual Plan.
3. Authority to develop and adopt goals, strategies and policies on behalf of the Council for matters within the Fields of Activity.
4. Responsibility to monitor Long Term Plan/Annual Plan implementation within the Fields of Activity set out above.

5. Authority to re-allocate funding already approved by the Council as part of the Long Term Plan/Annual Plan process, for matters within the Fields of Activity provided that the re-allocation of funds does not increase the overall amount of money committed to the Fields of Activity in the Long Term Plan/Annual Plan.
6. Authority to develop and adopt goals, strategies and policies on behalf of the Council for matters within the Fields of Activity.
7. Responsibility to monitor Long Term Plan/Annual Plan implementation within the Fields of Activity set out above.

Cemeteries

8. Authority to exercise all of the Council's powers, functions, and duties under the Burial and Cremation Act 1964 and any other statute or regulation relating to the control and management of the burial or cremation of the dead within Hastings District (other than the review of bylaws, which is the responsibility of the Strategy Planning and Partnerships Committee).

Parks, Reserves and Walkways

9. Authority to exercise all of the Council's powers and functions under the Reserves Act 1977 in respect of parks and reserves other than the review of bylaws.
10. Authority to hear submissions under s120 (1)(c) of the Reserves Act 1977 in relation to all reserves or to appoint a commissioner or commissioners to hear submissions and to make a recommendation in respect of those objections or submissions to the Committee.
11. Authority to determine names for or to change the name of, parks and reserves owned or administered by the Council.
12. Where the Council is appointed as the controlling authority of a walkway under the New Zealand Walkways Act 1990, authority to exercise the powers of the controlling authority.

Bylaws

13. Authority to monitor any Council bylaws relating to matters within the Fields of Activity and to recommend any amendments or additions to those bylaws to the Strategy Planning and Partnerships Committee for review and consideration.

HASTINGS DISTRICT COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE MEETING

THURSDAY, 19 JULY 2018

VENUE: Council Chamber
Ground Floor
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Lyndon Road East
Hastings

TIME: 1.00pm

A G E N D A

1. Apologies

At the close of the agenda no apologies had been received.

Leave of Absences had previously been granted to Councillor Watkins and Councillor Nixon

2. Conflict of Interest

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Democratic Support Manager (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

3. Confirmation of Minutes

4. Hawke's Bay Suicide Prevention Plan

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5. Emergency management overview

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6.	Donation to Libraries	29
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REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

FROM: TEAM LEADER STRATEGY & PROJECTS
LOUISE STETTNER

SUBJECT: HAWKE'S BAY SUICIDE PREVENTION PLAN

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Committee on the endorsement of the Hawke's Bay Suicide Prevention Three Year Plan (**attached**).
- 1.2 The development of the Plan was led by the Suicide Prevention Coordinator of the Hawke's Bay District Health Board (DHB) in collaboration with a large number of relevant organisations in the region including: Victim Support; Te Kupenga Hauora; Hastings District Council; NZ Police; Ministry of Children Oranga Tamariki; Ministry of Education; Health Hawke's Bay; Te Puni Kokiri; Te Taiwhenua O Heretaunga; Flaxmere College; Talk to Me Community Group; STAROS; Family Works; Directions Youth Services; Te Taitimu Trust; Flaxmere Planning Committee; Karamu High School and Anahera o Te Rangi Trust.
- 1.3 The Suicide Prevention Coordinator of the DHB will attend the 19 July Community Development Committee meeting to present the Hawke's Bay Suicide Prevention Plan.
- 1.4 Key elements of the Hawke's Bay Suicide Prevention Plan include:
 - The Suicide Prevention Network's **Vision** for suicide prevention in the region is *Zero Suicides in an equally healthy and positive Hawke's Bay Community* and
 - The purpose is to work collaboratively to create the change needed to achieve our vision.
- 1.5 The Strategy has four key **goals**:
 - Empowering & Enabling Communities
 - Accessible Suicide Prevention Training
 - Strengthen and Improve Post/Prevention Processes
 - Address the Suicide Prevention Needs of Targeted Populations
- 1.6 This request arises from the development of a Hawke's Bay Suicide Prevention Three Year Plan.
- 1.7 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good

quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

- 1.8 The objective of this decision relevant to the purpose of Local Government is to meet the current and future needs of communities for good quality local public services in a way that is most cost effective for households and businesses. The Hawke's Bay Suicide Prevention Plan contributes towards this through a collaborative effort to address a serious issue impacting the Hastings community.
- 1.9 This report concludes by recommending that the Committee endorse the Hawke's Bay Suicide Prevention Plan.

2.0 BACKGROUND

- 2.1 In 2013 there were 4 suicides in Flaxmere. The Coroner's report concerning those deaths was released in 2015 and it recommended that a full-time Suicide Prevention Coordinator be employed by the DHB.
- 2.2 The DHB responded to the Coroner's report through the employment of a Suicide Prevention Coordinator who established the Fusion group – an interagency collaborative group tasked with developing a Suicide Prevention Plan for the region. Membership of the Fusion group includes local health providers, non-government organisations including Flaxmere community groups and Flaxmere College. Council has been part of the Fusion group acting as an important conduit with the community.
- 2.3 A Suicide Prevention Plan is a requirement of the Ministry of Health, and is also an important way to create focus for the Suicide Prevention Network in Hawke's Bay. This Network is made up of representatives from relevant government departments, non-government organisations, hauora providers and community members. A key driver for action is that in Hawke's Bay suicide is the second highest reason for premature death and it is avoidable.

3.0 CURRENT SITUATION

- 3.1 A number of projects have been undertaken that are consistent with the objectives of the Suicide Prevention Plan; including:
 - A Family Violence Whanau Camp delivered by Innov8
 - The Flaxmere Wellbeing Challenge
 - Health Hawke's Bay developed the LOST campaign over Christmas
 - The Hope Walk took place in Havelock North in May 2018
- 3.2 On a national level, the 1731 Helpline was opened –people could call and be triaged over the phone by a mental health professional – this received 7000 calls nationally between Christmas and New Year.
- 3.3 Council officers in the Social and Youth Development Team are in a position to assist with the implementation of this Plan; primarily through facilitation. The aims of the Strategy are consistent with Council's Social Wellbeing Framework and attempt to address a very serious issue within the region. There are no financial implications for supporting this Plan as work is on-going and met through existing work programmes.

- 3.4 Last month the Fusion group delivered a presentation on the Suicide Prevention Plan to the Mental Health and Addictions Inquiry Panel at Omaha Marae, Hastings. This national Panel has been tasked with improving the way that mental health and addiction services are delivered to New Zealander's in the future.
- 3.5 The presentation provided an overview of the Strategy and discussed actions that have been undertaken locally to address the issue of Suicide; including what has worked and what hasn't. The findings of the Panel will be released towards the end of this year.

4.0 OPTIONS

- 4.1 There are two options: to endorse the Hawke's Bay Suicide Prevention Plan; or to not endorse the Plan.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This report does not trigger the Significance and Engagement Policy.

6.0 PREFERRED OPTION/S AND REASONS

- 6.1 The preferred option is to endorse the Hawke's Bay Suicide Prevention Plan. Suicide is the second largest cause of premature death in the region and it is avoidable. A concerted and collaborative effort by a number of organisations is required to address this issue for the benefit of the community. The Suicide Prevention Plan provides key areas of focus to enable this to take place over the next 3 years.

7.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Team Leader Strategy & Projects titled "Hawke's Bay Suicide Prevention Plan" dated 19/07/2018 be received.**
- B) That the Hawke's Bay Suicide Prevention Plan be endorsed by the Committee.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for local public services in a way that is most cost-effective for households and business by enabling a collaborative plan of action to address the high rates of suicide in the region.

Attachments:

- 1 Hawkes Bay Suicide Prevention Three Year Plan COP-03-14-18-84

Hawkes Bay Suicide Prevention Three Year Plan

1st July 2018 to 30th June 2021

Hawkes Bay Suicide Prevention Three Year Plan

1st July 2018 to 30th June 2021

1.0 EXECUTIVE SUMMARY

Suicide Prevention is a complex phenomenon that requires a multifaceted approach to reduce the occurrence of suicide, minimize the harm caused by suicide and to empower communities build individual, whanau and community resilience by promoting strengths based messages, providing access community training and increasing access to services.

The Suicide Prevention Networks (SPN) vision and purpose for suicide prevention in Hawkes Bay are:

SPN Vision: Zero Suicides in an equally healthy and positive Hawkes Bay Community

SPN Purpose: To work collaboratively to create the change needed to achieve our vision

The SPN understands Zero Suicides to be an aspirational goal and acknowledges the international research supporting a quality improvement framework and culture change across an entire organization (Mokkenstorm et al, 2017). Zero Suicides for the SPN intends to influence and support culture change (ie: reducing stigma and suicide prevention is everyone's business) within services, departments, agencies and workplaces by first role modeling and ensuring the ethos of cultural change within the Suicide Prevention Plan (SPP).

A SPP is a requirement of the Ministry of Health (MOH), as well as an important way to create focus for the Suicide Prevention Network (SPN) in Hawkes Bay. The key drivers for the SPP are;

- Suicide is avoidable
- Suicide is disproportionately higher in males aged from 15 to 24 years and men of working age 25 to 65 years
- Māori youth are 2.8 times more likely to take their lives compared to that of non-Māori
- In Hawkes Bay suicide is the second highest condition of amenable mortality overall and the second highest condition amenable mortality for Māori in Hawkes Bay

Furthermore, the SPN believes the strategic directions within this plan contributes the outcomes of the following strategic documents in Hawkes Bay:

Vision:

Zero Suicides in an equally healthy and positive Hawkes Bay community

Purpose of Suicide Prevention Network:

To work collaboratively to create the change needed to achieve our vision

Hawkes Bay Suicide Prevention Three Year Plan

(1)

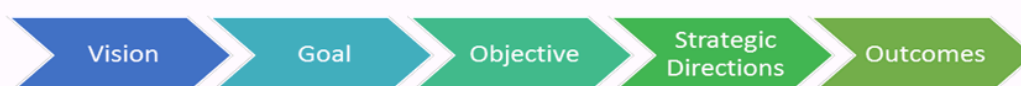
- Hawkes Bay Matariki Social Inclusion Strategy their vision is “Hawke’s Bay is a vibrant, cohesive, diverse and safe community, where every child is given the best start in life and everyone has opportunities that result in equity of outcomes”.
- Hawkes Bay Alcohol Harm Reduction Strategy their overall goal is “Healthy communities, family and whānau living free from alcohol-related harm and inequity”

Contribution to the Hawkes Bay SPP has been acquired through various avenues, all attempting to take account of the needs of the community and services participating in the suicide prevention space. It has been developed following consultation with a range of stakeholders and considerable thought to all the valuable feedback and suggestions provided. We certainly hope that the SPP, to the best of our ability reflects the consultation completed. Please see Appendix One: Consultation for more detail.

Feedback has been sourced from:

Where and By	Who?	How many?
<u>Waitangi Day</u> Directions Youth Services and Te Kupenga Hauora	<ul style="list-style-type: none"> • Those who attended Waitangi Day event and choose to take the survey 	123
<u>Flaxmere College</u> Principal and School Staff	<ul style="list-style-type: none"> • Students of Flaxmere College, who choose to complete the survey 	112
<u>Suicide Prevention Workshop</u> HBDHB	<ul style="list-style-type: none"> • Suicide Prevention Network members and representative agencies, local leaders and community groups 	20
<u>Suicide Prevention Network</u>	<ul style="list-style-type: none"> • Government Departments • Non-Government Organisations • Hauora Providers • Community Members 	Three meetings variable numbers

The SPP has been set up inside a logic model framework with four key goals, strategic directions and outcomes.



The strategy has four key goals:

1. Empowering and Enabling Communities
2. Accessible Suicide Prevention Training
3. Strengthen and Improve Post/Prevention Processes
4. Address the Suicide Prevention Needs of Targeted Populations

2.0 BACKGROUND

Suicide prevention and postvention work in Hawkes Bay was initiated in November 2013. The Hawkes Bay DHB agreed to lead a coordinated effort with the creation of a Suicide Postvention Coordinator role. The Suicide Postvention Coordinator role was initially tasked to seek membership for Suicide Postvention Network and to develop postvention procedures to help guide agencies after a suspected self-inflicted death occurs. It has taken considerable time building relationships, creating collective ownership, creating and implementing collaborative initiatives and generally working better together across sectors, with Hauora Providers, Non-government organisations and communities.

In 2017, the Suicide Postvention Network transitioned to a SPN successfully acquiring a full time permanent Suicide Prevention Coordinator role with a small budget to support prevention activities. This support and commitment from the members allows the network to work in the prevention space working with communities, developing local resources, promoting local and national services, working closely with other government agencies and creating a collaborative plan intending to connect to communities, whanau and individuals. Furthermore, the SPN values the ability to create relationships with communities that encourages partnership, resilience and to create a pro-social environment that makes it ok to ask for help.

The Hawkes Bay Suicide Prevention three year plan acknowledges that the national inquiry into mental health and addiction services and one of the key drivers of the inquiry being the “stubbornly high suicide rates”. The inquiry recommendations may require that our Suicide Prevention Plan be reviewed, however that should not stop regions from forging ahead and developing plans. The inquiry is due to be completed by October 2018.

Furthermore, it is also important to acknowledge the absence of a national suicide prevention plan and although the Ministry of Health suggested an interim plan would be seen as appropriate, the Suicide Prevention Network in Hawkes Bay had initiated considerable planning and consultation. Therefore, if a national suicide prevention plan and the mental health inquiry recommendations require changes to the SPP, we will address that as it occurs.

3.0 CURRENT SITUATION & SWOT ANALYSIS

A Suicide Mortality Review Committee (SuMRC) was formed from the New Zealand Suicide Prevention Action Plan 2013 -2016 with the intention of trialing a specific mortality review committee that focuses on suicides to; improve understanding of contributing factors, possible patterns and where the interventions points were in the overall context of each situation (Suicide Mortality Review Committee, 2016).

Due to the high proportion of suicide rates, SuMRC focused on three population groups;

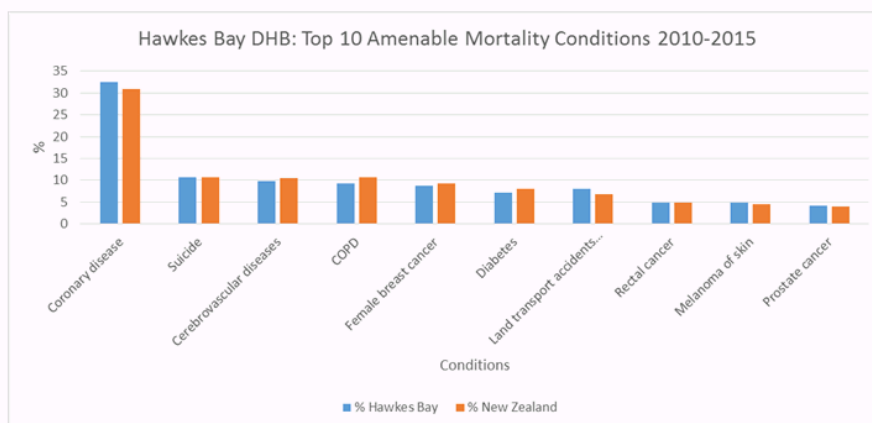
- Rangatahi Maori 15 to 24 years of age,
- Mental Health Service user in the year prior to death and
- Men of working age 25 to 64 years of age.

In addition, SuMRC also noted that there are overlaps between the three groups with both Rangatahi Maori and Men of Working age men having some representation as mental health service users in the year prior to death. Although the data for the three population groups were gathered from the years 2007 to 2011, the population groups continue to have stubbornly high rates of suicides compared to

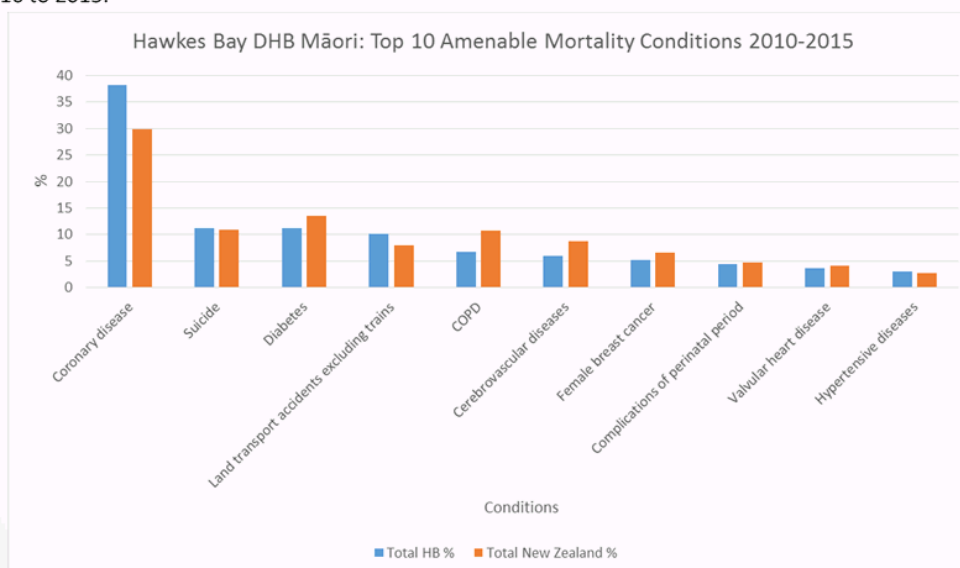
other groups. The SuMRC findings suggested that certain factors already known about suicide were prevalent such as;

- Those who identified as Māori were overrepresented and predominantly lived in low decile areas
- 30% of working age men group and 40% of the mental health users group were unemployed at the time of death
- Two thirds of the suicides occur at home

According to the Nationwide Service Framework Library (2015), Hawkes Bay from 2010 to 2015, Suicide is second highest reason for amenable mortality (premature death) for those aged 0 to 74 ages.



It also is the second reason for premature deaths for Hawkes Bay Māori aged 0 to 74 years of age from 2010 to 2015.



SWOT ANALYSIS

It is important to identify the strengths, weaknesses, opportunities and threats to suicide prevention work from a SPN perspective versus the Hawkes Bay DHB specifically. The strengths and weaknesses will focus on the SPN itself and the opportunities and threat focus on those external to the network. Such analysis gives the network an insight to its dynamics and mitigate against any weaknesses and threats whilst monopolizing on the strengths and opportunities.

Suicide Prevention Network Strengths	Suicide Prevention Network Weaknesses
<ul style="list-style-type: none"> • Building strong cross sector relationships • Shared outcomes • Infrastructure to support suicide prevention and cross sector work • Wide stakeholder involvement • Connection to national Suicide Prevention Coordinators • Ministry relationships 	<ul style="list-style-type: none"> • Conflicting priorities • Maintaining focus when suicide requires multiple approaches • Consistency cross sector or stakeholder funding • Onerous communication system (operational level)
External Opportunities	External Threats
<ul style="list-style-type: none"> • Community led approach • Growing stakeholder network • Collaborative initiatives • Increased awareness • Shared ownership and accountability 	<ul style="list-style-type: none"> • Lack of understanding of members/network role and responsibilities • Copious stakeholder meetings causing confusion and cross over

4.0 GOALS

This SPP has utilized a social ecological model (Stone et al, 2017) to provide a framework that responds to four levels of risk and protective factors. Each of the levels suggests that there are risk factors that contribute to suicide risk and in contrast provides a framework for focusing on the protective activities to minimize suicide risk.

- Individual level: this is personal to the person such as mental illness, addiction, health conditions
- Relationship level: is external to the person although closely relative to them such as a violent relationship isolation, history of suicide.
- Community level: is the effect of lack of access to services, lack of social capital in a community.
- Societal level: is the effect society can have on an individual or group of people such as stigma associated with mental health, media and firearms policies

You will see that the four levels described below have been aligned to the four goals within the SPP.

GOAL ONE: EMPOWERING AND ENABLING COMMUNITIES

Community level

Supporting Evidence: Enabling communities to create local initiatives to manage the complexities of life specific to their region can build social capital and increase a community's resilience (Stone et al).

Objective

Provide guidance, expertise and connections to community groups and support them to implement wellbeing initiatives and strengthen relationships with providers including public sector services

Strategic Directions:

- Provide access to evidenced based wellbeing messages
- Participate in local community meetings
- Provide access to local training and education
- Provide opportunity to connect communities with public sector services and other Providers

Outcomes

- Communities express an increased understanding of wellbeing
- Communities confidently apply evidence based wellbeing messages to local events
- Community feel partnered by the HBDHB to deliver on wellbeing initiatives

GOAL TWO: ACCESSIBLE SUICIDE PREVENTION TRAINING

Societal level

Supporting Evidence: Bean et al (2016) suggests that positive suicide prevention results can be seen with "Gatekeeper Training" that is robust in research is evaluated and accessible by teachers, parents, first responders and faith leaders. Some of the results were raising awareness, reducing stigma, increased knowledge regarding risk and protective factors, increased help seeking behaviours and where to go for appropriate support.

Objective

Provide equitable access to suicide prevention and wellbeing workshops for Community and Professionals

Strategic Directions

- Work with Mental Health and Addictions expertise to create and deliver training
- Ensure training is accessible and available throughout the year
- Provide access to gatekeeper training that is applicable to various communities and frontline staff
- Ensure professionals from all sectors has access to suicide prevention and wellbeing workshops

Outcomes

- Participants express an increased level of confidence and competence to utilise learning
- Community are able to provide immediate support to people expressing suicidal thoughts or plans
- Equal access to mental health and addictions services ie: Māori versus non-Māori

GOAL THREE: STRENGTHEN AND IMPROVE POST/PREVENTION PROCESSES

Relationship and Individual level

Supporting Evidence: Ensuring people bereaved by suicide have support addresses the high levels of stress, anxiety, depression experienced during this difficult time and can reduce the negative health impact for individuals (Spillane et al). Furthermore, Bean et al (2016) suggests approaches that are multifaceted, addressing the social, health, justice, education, peer aspects of a youths life can be successful at producing community-wide behaviour change

Objective
Improve approach by reviewing post/prevention processes and strive for consistent best practice
Strategic Directions
<ul style="list-style-type: none"> • Utilise best and safe practice guidelines to inform post and prevention processes • Promote multi-disciplinary/cross sector approach • Appropriate actions are taken to practice within the parameters of legislation • Acquire Mental Health and Addiction Services expertise to inform best practice
Outcomes
<ul style="list-style-type: none"> • Those bereaved by suicide are offered support within 48hours of receiving notification • Best Practice process provides strong clinical guidance for LRT members • LRT members have a clear understanding of the role and responsibility at this network.
GOAL FOUR: ADDRESS THE SUICIDE PREVENTION NEEDS OF TARGETED POPULATIONS
Individual Level
Supporting Evidence: SuRMC feasibility study found that both Rangatahi Māori and Working Aged Men had an overlapping number of people who represented in the Mental Health Service user group. Therefore suggesting that multiple target population approaches is needed to appropriately address the breadth of the population.
Objective
Ensure suicide prevention activities target young Maori youth aged 15 – 24 years, Mental health service users and men of working age, aged 25-64 years participate and lead suicide prevention activities
Strategic Directions
<ul style="list-style-type: none"> • Messages are tailored, consistent and align to regional and national messages • Support communities to promote wellbeing • Pursue and support policy issues that impact suicide rates (ie; alcohol harm reduction, mental health inquiry) • Supporting workplaces to create a pro-social environment for asking for help
Outcomes
<ul style="list-style-type: none"> • Workplaces creating pro-social behaviour policies • Reducing the stigma around mental health and suicide • Work with local council to promote safer communities

References

- Bean, G., & Baber, K. M. (2011). Connect: An effective community-based youth suicide prevention program. *Journal of the American Association of Suicidology*, 41(1), 87-97.
- Mokkenstorm, J. M., Kerkhof, A. J. F. M., Smit, J. H & Beekman, A. T. F. (2017). Is it rational to pursue zero suicides among patient in health care? Suicide and Life-Threatening Behaviour. 1-10. <https://onlinelibrary-wiley-com.helicon.vuw.ac.nz/doi/epdf/10.1111/sltb.12396>
- Nationwide Service Framework Library. (2015). Amenable mortality SLM Data. Retrieved from <https://nsfl.health.govt.nz/dhb-planning-package/system-level-measures-framework/data-support-system-level-measures/amenable>
- Spillane, A., Larkin, C., Corcoran, P., Matvienko-Sikar, K., Riordan, F., & Arensman, E. (2017). Physical and psychosomatic health outcomes in people bereaved by suicide compared to people bereaved by other modes of death: A systematic review. *Bio Med Central Public Health*. 17(1), 1-16.

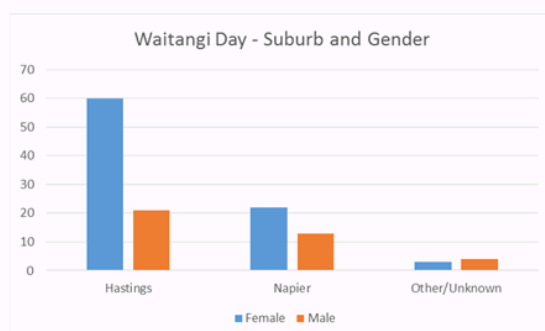
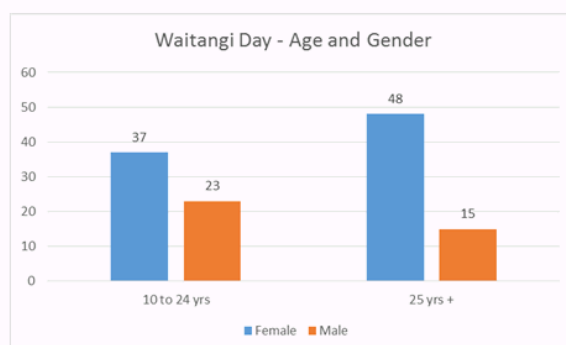
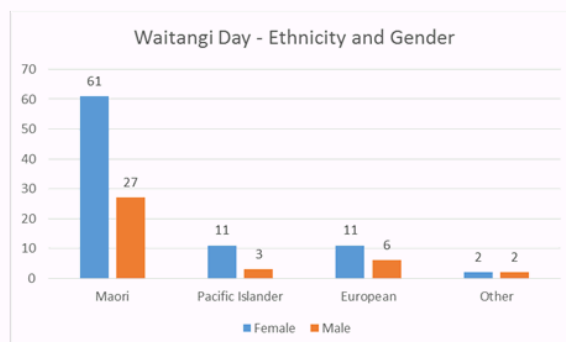
Stone, D.M., Holland, K.M., Bartholow, B., Crosby, A.E., Davis, S., & Wilkins, N. (2017). *Preventing Suicide: A Technical Package of Policies, Programs, and Practices*. Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention.

Suicide Mortality Review Committee. (2016). *Ngā Rāhui Hau Kura: Suicide mortality review committee feasibility study 2014-15*. Wellington: Suicide Mortality Review Committee.

APPENDIX ONE: CONSULTATIONWaitangi Day

Surveys were completed at the Waitangi Day event at the Hawkes Bay Regional park. The event is held by Ngati Kahungunu Iwi Incorporated where Providers are encouraged to set up stalls to engage with whanau. The next round of surveys were completed by Flaxmere College students facilitated by the College and led by their Principal. Lastly a workshop was held at Te Aranga Marae inviting the Suicide Prevention Network, local Māori Relationship Board, Te Puni Kokiri and community groups.

A total of 123 people completed the survey asking “Our end goal is to reduce the number of suicides in Hawkes Bay. How can we enable people to manage challenges in life”? Below is a summary of those who participated.

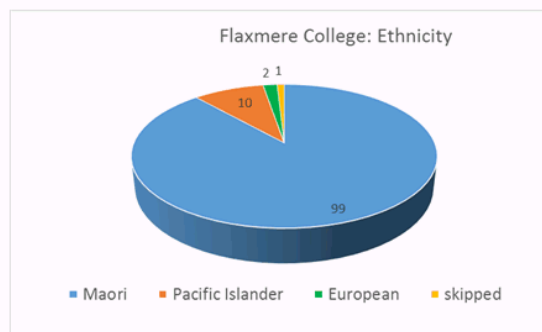


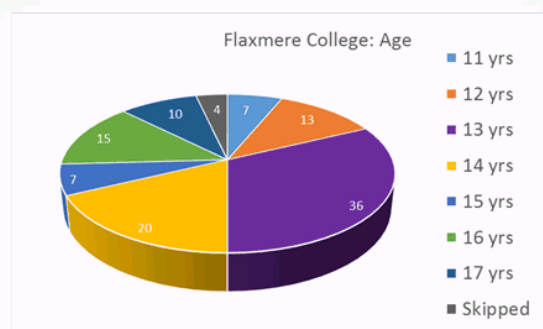
We asked them “Our end goal is to reduce the number of suicides in Hawkes Bay. How can we enable people to manage challenges in life”? We analysed the information they gave us to identify the trends.

- More Support – for both survivors and whanau, and community worker/support people ie: key worker at Mental Health
- Community Events – builds more awareness, talk more about SUICIDE
- Youth Events – to raise awareness, build networks, youth involvement
- More availability for free mental health services – no-judgmental service, encouragement, build resilience/confidence, 1737 numbers/helplines and understanding
- Education – more information about suicide, go into education services (mainstream/alternative education), expos, budgeting advice
- Workplace activities – help reduce stress level, physical activities, relationship/team building
- Stop supply of drugs/alcohol
- TALK MORE

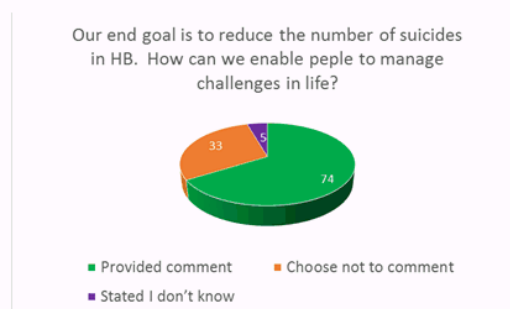
Flaxmere College

Thank you to the Principal of Flaxmere College for supporting 112 students to completed the survey. We value youth voice and hope that the below graphs accurately describes who participated and a summary of their thoughts.



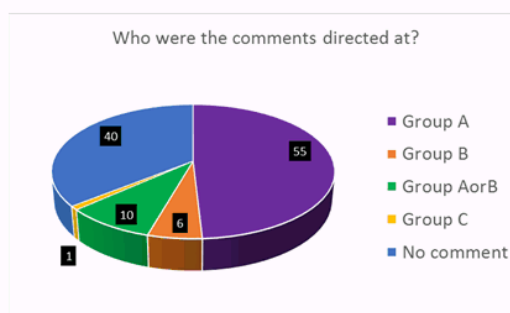


We asked them “Our end goal is to reduce the number of suicides in Hawkes Bay. How can we enable people to manage challenges in life”?

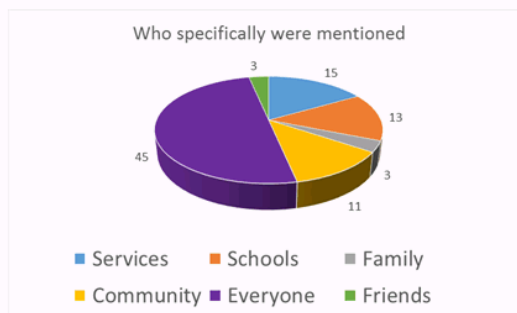


The comments provided were then categorised to determine who the comments were directed at.

Group A	Comments about what others can do (including community, friends, family, services, schools)
Group B	Comments about what an individual experiencing the low mood or suicidal can do
Group A or B	Comments that could be for individuals and others in general
Group C	Other



Group A consisted of services, schools, family, community, friends and everyone in general terms. The below pie graph shows the frequency in which one was mentioned.



Key theme's emerged from asking participants "Our end goal is to reduce the number of suicides in Hawkes Bay. How can we enable people to manage challenges in life"? The key themes were chosen depending on how often they were mentioned. In some cases one comment may have mentioned two or three themes and therefore each theme is counted once. The top three themes were talking, be helpful and lastly more support (specifically services) equally as prevalent as school based approaches. Below are examples of the comments made along with the complete list of themes in order of popularity.

Theme	Comments
1. Talking	"Talk to them" "help them or talk to them or tell them to try stay positive" "Talk About It"
2. Be Helpful	"Stop people from bullying and have more people trying to help others" "Be helpful to all people"
3. More Support	"Enable by group/communities support" "More support services, youth group activities"
4. School based approach	"Go to schools and talk to the students" "Teach in School"
5. Listen	"Take time to listen about their thoughts" "Listen to them if they talk to you don't turn a blind eye and walk away just listen to them"
6. Be Kind	"Give them comfort" "Treat people how you want it to be"
7. Stop Bullying	"Stop bullying, stop people on fb trying to put people in suicidal position and help them thought rough times" "You could ban bullying"

The remaining themes included removing social media access, have a place to go, suggestions on how to improve service process or pathways, keep everyone positive and more activities and events.

Suicide Prevention Workshop

SUICIDE PREVENTION WORKSHOP CREATING A VISION AND PURPOSE

Suicide Prevention Workshop was held on Thursday 12th April 2018 at Te Aranga Marae. Twenty people attended and were representatives from Police, Health Hawkes Bay, Te Taitimu Trust, Hastings District Council, Hawkes Bay DHB, Directions Youth Services, Maori Relationship Board, Wharariki Trust, Family Works, Te Taiwhenua o Heretaunga, Talk to Me Community Group, Youth Council and community members. Pre-reading was provided to the suicide prevention network, however most of the community members were not part of the suicide prevention network and therefore did not receive the pre-reading prior to the workshop.

The discussion at the workshop was very robust highlighting simple solutions that with stand the length of time such as talk to me, listen to me and be kind to me. This “back to basics” solution supported what Flaxmere College youth told us when asked “what was needed to empower people to manage the challenges of life”. Strong thoughts on the impact of colonisation, ongoing oppression of mainstream systems and the lack of service/s capacity and ability to address the individual, whanau or community needs provided a great deal of robust discussions for participants as well the personal responsibility to step up. Furthermore, the group agreed that Iwi involvement and visibility was required.

Participants were clear that the intention of this workshop was to create a Vision and Purpose for Suicide Prevention in Hawkes Bay. However, they were also clear that action is needed to reduce the number of suicides. In addition, community representatives also demanded the need for constant community engagement or representation. Therefore it was agreed to invite community participants to be part of the Suicide Prevention Network to share a community perspective and actively participate in the suicide prevention space for Hawkes Bay.

Lastly, the adoption of the Matariki Hawkes Bay Regional Social Inclusion Strategy and its vision was discussed. The development of the Matariki Hawkes Bay Regional Social Inclusion Strategy was created based on community views from six different types of workshops, of which four were open invitation. It is because of those synergies and almost identical views between that strategy and this workshop the suggestion to adopt the Matariki Hawkes Bay Regional Social Inclusion Strategy and the vision statement was made. Their vision statement is “Hawke’s Bay is a vibrant, cohesive, diverse and safe community, where every child is given the best start in life and everyone has opportunities that result in equity of outcomes”. Furthermore, it is important to mention that Ngati Kahungunu Iwi is a member of the Governance group responsible for the Matariki Hawkes Bay Regional Social Inclusion strategy.

Given the robust discussion three activities were completed. The first was splitting the participants up into four groups. They were then asked to discuss and write down “What do we want the future to look like?”. The second activity required the four groups to then review other group’s thoughts and tick the words or phrases that best resonate with them. Finally, the top five words or phrases that had the most ticks were shared with the wider group. Below is the detail from that process.

It was agreed that the detail be collated and sent to you as participants to determine the vision and purpose statement. Please note the following:

- Vision = what future are we hoping to achieve. It should be aspirational, bold and strengths based
- Purpose = what is our (suicide prevention network, community) intention?

GROUP ONE	GROUP TWO
What does the future look like? <ul style="list-style-type: none"> • Healthy community • Drug Free Communities • Whanau Driven Services • Building Emotional Resilience within whanau and communities • Zero Suicides in our Communities 	What does the future look like? <ul style="list-style-type: none"> • Positive Parenting • Positive Whanau • Positive Community • People living to their potential • Crime Free

<ul style="list-style-type: none"> • Changing community Culture to empower each other and look after each other • Well- Educated communities know how to make good choices decision's • Awareness of peoples trial and tribulations • Understanding people and community – Get rid of prejudices • Whanau that are supported to be together and grow together • All Whanau have the basics for life – kai, clothing, housing, warm and dry • All whanau have access to safe and suitable housing • Compassionate communities that are free from physical and verbal violence or isolation • Active meaningful communities – the drive to make things happen “inclusive and safe” • All whanau have access to education that is safe and appropriate for their needs • Silos working together in partnership 	<ul style="list-style-type: none"> • Circle of your Peoples – your besties, your own, your whanau • Positive Talk – open ears, eyes. Shut the mouth, Listen. • Top Quality FREE education • Positive Parenting – budgeting and paying bill skills (rents), life skills • Permanent Employment, No Poverty, Housing, Open Marae • Colour Free • Being Courageous • Drink Free – Party Houses • Drugs Free • Technology Gaming, late nights – Parenting • Strengthening whanau and members • Teach at school, whanau budgeting • Growth, Te Reo connecting with identity • Mahi would be ideal instead of temporary or seasonal • Health Access – Cheaper Access. Healthy Whanau, whanau activities, oneness • Healthy homes • Colonized World – Decolonized
GROUP THREE	GROUP FOUR
<p>What does the future look like?</p> <ul style="list-style-type: none"> • Strengthening the Foundation • Healthy Homes/Gardens • Access to tools and resources • Whanau gatherings, events and markets • ZERO Suicides • Safe Zone/Place <ul style="list-style-type: none"> ○ Community – Home: 24 hour shifts ○ Tea and Coffee always there ○ Community members to be there to talk to those that walk in – just general conversations ○ Resources there so if it's a serious situation the person there know who best to contact • Whanau Champions • Empowered and Autonomous whanau • Fun • Individuals • ZERO – no child poverty 	<p>What does the future look like?</p> <ul style="list-style-type: none"> • Equal • Healthy Whanau • Right and Strong Leadership • Te Whare Tapa Wha • Happy, Safe, Contented Tamariki • AROHA • Mana within, mana without • Kapa Haka – (cultural involvement) • Need to go back to our Iwi, Hapu, Marae • 100% Good Parenting • Connected • Engaged • Thriving, Loving, Supportive, SAFE, Well Led, PRIDE • Community is Thriving all around

<ul style="list-style-type: none"> • Happy Children • Engagement • Community involvement - Connectedness • Self-esteem rather than Resilience • Pride • Courage • Multi-systemic approach • Health Promotion • History not reality • Whanau Involvement • Bottom Up Approach • Zero Movie – 20years time 	<ul style="list-style-type: none"> • No Gang's – No need. Whanau and Parenting Support • Everyone reflects Pride • Community Colour – Gold (Champion colour)
Each of the Groups Top Answers to "What does the future look like?"	
<ol style="list-style-type: none"> 1. Strengthen the Foundation – Community, Whanau and Individual 2. Healthy Homes – Back to Basics, including the soil 3. Access to Resources – whanau ora, parenting 4. Whanau and Community Events 5. Zero Suicides 	<ol style="list-style-type: none"> 1. Health and Drug Free Communities 2. Whanau Driven Services that can build emotionally resilient whanau 3. Zero Suicides
<ol style="list-style-type: none"> 1. Positive Parenting which will create (see next) 2. Positive Whanau which will create (see next) 3. Positive Communities which will create violence free communities 	<ol style="list-style-type: none"> 1. Everybody in the community is Equal – Equality 2. Strong Leadership 3. Safe and Contented Tamariki 4. Te Whare Tapa Wha 5. Healthy Whanau – across everything

REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

FROM: MANAGER, EMERGENCY READINESS & RESPONSE AND
LIBRARIES
PAULA MURDOCH

SUBJECT: EMERGENCY MANAGEMENT OVERVIEW

1.0 INTRODUCTION

The Manager, Emergency Readiness & Response and Libraries will make a presentation to the Committee summarising recent developments in emergency management.

2.0 RECOMMENDATION

That the presentation from the Manager, Emergency Readiness & Response and Libraries be accepted.

Attachments:

There are no attachments for this report.

REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

FROM: MANAGER, EMERGENCY READINESS & RESPONSE AND LIBRARIES
PAULA MURDOCH

SUBJECT: DONATION TO LIBRARIES

1.0 SUMMARY

1.1 The purpose of this report is to inform the Committee about a recent and significant donation to the Libraries.

1.2 This issue arises from a recent donation from a former Hasting resident to Council's Library services.

The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

1.3 This report concludes by recommending this report by the Manager, Emergency Readiness & Response and Libraries be accepted.

2.0 BACKGROUND

2.1 Mr Peter David Arthur is a former lifelong resident of Hastings who passed away in September 2016. Mr Arthur had no immediate family and his estate has been managed by Public Trust in Lower Hutt.

2.2 Mr Arthur has made a donation to the Hastings District Libraries through his estate. A final settlement has yet to be made, but it is likely to be in the order of \$510,000.

2.3 The terms of the will request that the gift be used for the provision of large print and talking books. This is not a binding requirement under the terms of the Will and the Executor is not responsible for ensuring that the gift is applied in the requested manner.

3.0 CURRENT SITUATION

3.1 A number of bequests have been made to the Libraries over the years. These are intended to supplement, not replace, Council funding and generally relate to the interests of the person making the bequest. The most recent bequests are:

3.1.1 Clifford Davey Bequest – for purchase of books in specified areas of the nonfiction collection.

- 3.1.2 AB Smith Bequest – as a former Havelock North resident, the Smith bequest is tagged to the purchase of books for the Havelock North Library only.
- 3.1.3 Graham Talking Books Bequest – was tagged to the purchase of talking books for all three libraries. This was fully expended several years ago.
- 3.2 Previous bequests have all stipulated that they are to supplement rather than replace Council funding. The terms of all of these bequests require funds to be expended exclusively on collections and in one case, collections located at a specific site.
- 3.3 While unintended by benefactors who remember a more traditional role and purpose of public libraries from years past, such stipulations have created operational challenges.
- 3.4 Collections become overloaded due to the restrictions on what can be purchased using bequest funding at a time when collection use is declining. Yet within the terms of those bequests there is little ability to consider alternative ways of expending the funds.
- 3.5 Libraries have been transitioning from exclusively being places from which to borrow books to a more community-focused centres of activity, with technology playing a significant role in the delivery of services. The Libraries have a broader vision, mandate and purpose than just books.
- 3.6 The *Libraries' Strategic Plan 2016-2020 (LSP)* outlines four key areas: community engagement, learning and discovery, collections and the customer experience. A number of key demographics have been identified as investment priorities in the next few years, including older adults.
- 3.7 Mr Arthur's will indicates a clear interest in ensuring that visually impaired people are provided for in terms of library resourcing. With an ageing population, there are likely to be increasing numbers of people with vision, hearing and other impairments.
- 3.8 As Mr Arthur's will does not require the donation to be spent on collections, alternative ways of utilising the funds for the benefit of those he wished to assist are being considered. This will avoid some of the issues that arise when large sums of money are expended on library collections, without considerations of space and other resourcing needs.
- 3.9 This is an opportunity for Hastings District Council to be innovative in its approach to providing library services to an important and high use demographic.

4.0 OPTIONS

- 4.1 There are no options presented to Council at this point. Officers propose to undertake further investigation to explore options for how the bequest might be used, taking into account Mr Arthur's suggested purpose. A report will be brought back to Council.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 There are no recommendations presented in the report that are significant in terms of Council's Significance and Engagement Policy and consultation is not required at this stage.

6.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Manager, Emergency Readiness & Response and Libraries titled "Donation to Libraries" dated 19/07/2018 be received;
- B) That officers investigate options to provide services that support the target user group to access facilities and resources.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local public services in a way that is most cost-effective for households and business by providing:

- i) Community infrastructure for recreational, arts and cultural opportunity;
- ii) Services to meet recreational, arts and cultural needs;
- iii) Services and facilities for an ageing population.

Attachments:

There are no attachments for this report.

REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

FROM: MANAGER, EMERGENCY READINESS & RESPONSE AND LIBRARIES
PAULA MURDOCH

SUBJECT: ETHNICITY DATA & LIBRARY USE

1.0 SUMMARY

1.1 The purpose of this report is to update the Committee about progress towards gathering ethnicity data relating to library use.

1.2 This issue arises from a request by the Māori Joint Committee to provide ethnicity data relating to library use.

The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

1.3 The objective of this decision relevant to the purpose of Local Government is to deliver

- community infrastructure for recreational, arts and cultural opportunity
- services to meet recreational, arts and cultural needs.

1.4 This report concludes by recommending that the report of the Manager: Emergency Readiness & Response and Libraries be accepted.

2.0 BACKGROUND

2.1 At its May meeting the HDC Māori Joint Committee was informed about options for collecting ethnicity data relating to library use.

2.2 The Committee had previously requested this data in the context of post Treaty Settlements, to understand the use of public library services by Māori.

2.3 Ethnicity data in relation to library use is not collected by the computer system Council uses and are not generally collected by other libraries as they provide a limited snapshot of some types of library use. As such there are a number of caveats on drawing conclusions about what the data actually mean.

3.0 CURRENT SITUATION

3.1 The Libraries will collect ethnicity data as part of the next survey in 2018/19 of community (both users and nonusers) in preparation for a review of the Strategic Plan.

- 3.2 The Libraries will also collect ethnicity data as patrons for programmes that require a registration.
- 3.3 A service request has been lodged with the Kōtui Consortium that manages the library management system. The feature that enables this data to be collected will be turned on for Hastings District Libraries as part of a scheduled upgrade in the next couple of months.
- 3.4 This means that patrons can choose to indicate their ethnicity as part of the online registration process (ie. signing up for a library card) if they wish.
- 3.5 Patron ethnicity data will only be captured after the date the feature is turned on and so will not reflect the entire database, but will slowly increase over time.

4.0 OPTIONS

- 4.1 No options are presented as the report is for the Committee's information.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 There are no recommendations presented in the report that are significant in terms of Council's Significance and Engagement Policy and consultation is not required.

6.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Manager, Emergency Readiness & Response and Libraries titled "Ethnicity data & library use" dated 19/07/2018 be received.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for high quality library services in a way that is most cost-effective for households and business by:

- i) Community infrastructure for recreational, arts and cultural opportunity;**
- ii) Services to meet recreational, arts and cultural needs.**

Attachments:

- 1 HDC - Māori Joint Committee Report Libraries 18/148
update 23 May 2018

File Ref: 18/148

REPORT TO: HDC - MĀORI JOINT COMMITTEE

MEETING DATE: WEDNESDAY 23 MAY 2018

FROM: MANAGER, EMERGENCY READINESS & RESPONSE AND
LIBRARIES
PAULA MURDOCH

SUBJECT: LIBRARIES UPDATE

1.0 SUMMARY

- 1.1 The purpose of this report is to update the Committee about the outcome of investigation into collection of ethnicity data for library users.
- 1.2 This issue arises from the Committee's longstanding interest in understanding the use of library services by Māori.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to deliver:
 - community infrastructure for recreational, arts and cultural opportunity
 - services to meet recreational, arts and cultural needs.
- 1.5 This report concludes by recommending that the report of the Manager, Emergency Readiness & Response and Libraries be received.

2.0 BACKGROUND

- 2.1 The Committee was last updated on library services in December 2017 and requested information on library use by Māori.
- 2.2 The system used to register library users and manage their lending activity is a national system shared between 38 local authorities. As there is no statutory requirement for any council to collect ethnicity data about users of library services this is not collected by the system.
- 2.3 Further investigation has found that ethnicity data are not collected by other community facilities such as Pools, the Art Gallery or Community Centres, although Youth Development Programmes and Senior Housing do register this data.
- 2.4 The Manager was asked to investigate further on ways ethnicity data could be collected and was to report back to the Committee on the findings.

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3.0 CURRENT SITUATION

3.1 Library services are able to quantify use across a range of indicators (visitors, membership, issues, etc.) but not about the ethnicity of those using them as the information is not captured within the nationally-shared system.

3.2 Library services are oriented towards community needs and interests. Understanding what these are involves working with specific communities of interest, groups or organisations. Groupings by age, gender or ethnicity (for example) may inform *marketing* of services, but they are not an accurate or complete way to measure the *use* of library services (by Māori or any other group) for the reasons listed below.

3.3 Registered borrowers

3.3.1 The point at which a person registers to borrow from the Libraries may appear on the surface to be a logical point at which to collect ethnicity data.

3.3.2 As part of a consortium, Hastings District Libraries shares its computer system and the associated processes with 38 other councils. This business model is an efficient and cost effective solution adopted five years ago.

3.3.3 Registration data provides only a snapshot of one type of use that people may make of library services. Many people use library services each year without ever registering for a card, as libraries may be used without a card, so this is an indicator of only one type of use.

3.3.4 The Consortium has been approached with a request to collect this information and depending on the outcome, this may be collected in time.

3.4 Loan figures

3.4.1 Borrowing books has been suggested as a way of measuring use of services. With the massive change that libraries continue to undergo, annual loan data are an out of date measure of library use. Many people regularly use library services without ever borrowing a book, so again, loan data would provide only a snapshot of a very specific type of use of library services.

3.4.2 Over time, in line with what is happening both nationally and internationally, loan figures are trending slowly downwards. At Hastings District Libraries, however, library visitation has increased substantially in recent years, so using loan figures (which are decreasing over time) as a measure of use of library services will provide a completely opposite picture of what is actually happening.

3.4.3 As an aside, ethnicity data would need to have been previously captured and stored in the person's library registration record. Collecting this data for use of digital collections is not possible.

3.5 Programme attendance

3.5.1 In the last year Hastings District Libraries ran over a thousand programmes, activities and events, from regular storytimes, book

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clubs and holiday programmes to larger scale one-off events such as Harry Potter and Star Wars and an Easter Bunny event.

3.5.2 People interested in attending ticketed events are only rarely required to purchase a ticket, so there are very few opportunities to capture ethnicity data at point of ticketing.

3.5.3 Staff will begin to capture ethnicity data for selected programmes (Summer Sparks, Turn Up the Heat, etc) at point of registration from the start of the new financial year. This will provide some insight into participation in selected programmes that target different demographics (eg. Children, adults, etc).

3.6 Internet/computer use

3.6.1 Growth in use of internet and computer access has grown by almost 500% in the last eight years. In the last financial year, almost 90,000 hour-long internet and wifi sessions were provided to the community, making it a high volume service.

3.6.2 The service is available to everyone on a walk in basis and is anonymous insofar that users create a username and password. No identity data is required from customers using computers and so no ethnicity data is collected.

3.7 Visitor numbers

3.7.1 Visitor numbers increased by 14.3% overall in the last financial year to just under 600,000, chiefly due to Council making computer and wifi access completely free.

3.7.2 Visitors are counted automatically, but register only as a number. There is no way of identifying visits by age, gender, ethnicity or any other defining attribute.

3.8 A parallel can be drawn with the number of people who fly each year – a plane ticket can be bought without a passenger having to declare ethnicity. Air New Zealand knows how many passengers fly with the company each year, but it does not know the ethnicity of those passengers. Public reaction may be significant if the airline were to start asking for this information.

3.9 There is no efficient way of identifying the ethnicity of library users that does not require significant additional resourcing or which is not intrusive and/or potentially offensive, even assuming that Council required this information from its library facilities, aquatic facilities, community centres and galleries.

3.10 Any requirement for Council activities to collect ethnicity data about the people using those services would inevitably lead to questions about the purpose of collecting such information, particularly if it were not given a broader context.

3.11 The Committee's interest in this matter relates to being able to provide robust evidence to counter perceptions relating to Māori by demonstrating use of library services and programmes.

3.12 Such information could also be requested of other Council activities to build a fuller picture of Māori participation in and use of Council facilities.

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4.0 OPTIONS

- 4.1 A possible option suggested by officers is to include a question about ethnicity when the Libraries survey the community periodically as part of business as usual activity. Survey results would give an indication of use of library services across a range of variables, with results being a sample of the community at large, rather than a comprehensive assessment of all library users.
- 4.2 Within the next two years (and periodically thereafter) a community survey (of both library users and nonusers) will be conducted as part of the revision process for the *Libraries' Strategic Plan* to inform future library development.
- 4.3 This approach has the advantage that the question forms part of a package of questions that relate to future service development without creating operational complexity to gather the information and without the request being the sole focus.
- 4.4 The disadvantage is that the information will be high level and extrapolated from sample data collected across both users and nonusers.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 There are no recommendations presented in the report that are significant in terms of Council's Significance and Engagement Policy and consultation is not required at this stage.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 This report identifies two options to collect ethnicity data:
- as part of a community survey prior to the *Libraries' Strategic Plan* being revised; and
 - as part of the registration process for selected programmes targeting a range of demographics.
- 6.2 Survey costs will be sought through the 19/20 Annual Plan process. A rough order estimate of this is \$20,000 to ensure wide and representative coverage of the community.
- 6.3 There is no additional budget required to collect data as part of the registration process for programmes.

7.0 PREFERRED OPTION/S AND REASONS

- 7.1 The preferred options are to include a question relating to ethnicity as part of a broader survey of library users and nonusers that will be used to inform service development and also to include a question relating to ethnicity as part of the registration process for selected programmes.
- 7.2 A range of information can then be reported as needed.
- 7.3 Responses will not provide the Committee with precise figures about the use of library services by Māori (or any other ethnic group) but sample data can be used to indicate use or nonuse of library services, as well as informing development of future services.

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8.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Manager, Emergency Readiness & Response and Libraries titled "Libraries update" dated 23/05/2018 be received.
- B) That the Committee recommends to Council that funding for conducting a community survey on library service development is approved for the 2019/2020 financial year.
- C) That the Manager, Emergency Readiness & Response and Libraries submit a request to the Consortium for ethnicity data to be recorded in patron records.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for high quality local public services in a way that will ensure cost-effective and relevant library services for households and businesses by providing:

- i) Community infrastructure for recreational, arts and cultural opportunity;
- ii) Services to meet recreational, arts and cultural needs.

Attachments:

There are no attachments for this report.

REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

**FROM: COMMUNITY GRANTS & PROJECTS ADVISOR
VICKI BERKAHN**

**SUBJECT: COMMUNITY GRANTS - PROCESS, ALLOCATIONS AND
OUTCOMES FOR THE 2017 AND 2018 FUNDING ROUNDS**

1.0 SUMMARY

- 1.1 The purpose of this report is to inform the Committee about the community grants processes, allocations, and outcomes for the 2017 and 2018 funding rounds. The report also contains some suggestions for improvements to the contestable grants processes.
- 1.2 This request arises from earlier direction from Council to provide information to Council about the operation and outcomes of the Community Grants portfolio.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to allow for sustainable funding of good quality community services and projects that help meet the Current and Future Needs of the community, specifically:
 - Fostering recreational participation
 - Assisting youth in education, skill development and jobs
 - Supporting and attracting business
 - Building a resilient and job rich local economy
 - Appealing visitor destination
 - Assistance for people in need
 - Fostering the arts and cultural experience
 - District heritage is conserved for future generations
 - A community which wastes less
- 1.5 This report concludes by recommending that the report of the Community Grants & Projects Advisor titled "Community Grants - Process, Allocations and Outcomes for the 2017 and 2018 Funding Rounds" dated 19/07/2018 be received, and that future plans be considered for feedback, e.g.:
 - Moving groups with established relationships and performance to 3 year contracts, and

- Assigning proportions of the annual contestable grants budget to transactional grants, and transformational contracts which address identified priorities; and
- Providing forums for similar organisations to demonstrate their success; and
- Providing an annual forum to inform grant applicants of process and options for fundraising; and
- That if future plans are to be explored then this takes place via a Community Grants Subcommittee workshop prior to the 2019 Contestable Funding Round.

2.0 BACKGROUND

- 2.4 The Community Grants portfolio includes the following budgets for allocation by committees:

Budget	Value	Funding rounds	Outcomes	Committee
Contestable Grants	\$245,500 p.a.	1 Feb to 31 March each year	Community Outcomes in LTP	Community Grants subcommittee
Rural Halls Maintenance	\$20,000p.a. \$30,000 (earthquake strengthening)	1 April to 31 May	Maintenance projects, earthquake strengthening	Rural Halls Subcommittee
Creative New Zealand	Circa \$60,000 p.a.	1 Feb to 28 Feb 1 August to 31 August	Community Arts projects	Creative Communities Assessment Committee

- 2.5 Community organisations are also assisted by Council via Annual Plan/Long Term Plan grants and Discretionary Service contracts via operational budgets held mainly within the Social & Youth Development Team, and the Events Team.
- 2.6 Longer term support for organisations typically commences with a single year agreement as a result of an annual plan or contestable grant submission, then following several years of good performance the grant value and organisation transfers to a discretionary funding agreement managed internally without the grant recipient needing to come back for subsequent funding each year.

3.0 CURRENT SITUATION

- 3.4 Table One and Table Two attached outline the successful **Contestable Grant** recipients for 2017 and 2018, with the community outcomes which the funding contributes to.
- 3.5 Grants over \$10,000 require a contract for service and grants less than \$10,000 are monitored via completion of a project report (see Attachment Three).

- 3.6 Groups who are successful generally have presented in person to the Community Grants Subcommittee in support of a clearly articulated application form.
- 3.7 The applications are assessed by the Community Grants & Projects Advisor against the following criteria:
 - i. Clearly defined project or service?
 - ii. Are outcomes measureable?
 - iii. Is the process well explained?
 - iv. Is the budget realistic and complete?
 - v. What was their previous grants performance?
- 3.8 This scoring matrix is then provided to the Community Grants Subcommittee as part of the report which includes the full applications.
- 3.9 Applicants are invited to present in person to the Community Grants Subcommittee and to answer questions about their application. The annual contestable grants budget of \$245,500 is then allocated at a subsequent meeting.
- 3.10 The annual **Rural Halls Maintenance** funding round is open to the 21 rural community halls who are personally invited to apply for funding towards maintenance projects.
- 3.11 The Rural Halls Maintenance fund process and scope of funding priorities was reviewed in 2017, and it now includes funding for earthquake prone assessments and repair work. Attachment Four contains the revised Rural Halls Maintenance Fund Policy. The Community Grants & Projects Advisor works with the Building Assets Team to report on the merit of each application for funding.
- 3.12 The **Creative New Zealand** funding is provided to Hastings District Council and all councils in New Zealand. This fund is allocated on a pro-rata population basis twice yearly. The process and reporting is externally prescribed and monitored by Creative New Zealand.
- 3.13 A Creative Communities Assessment Committee, made up of one councillor and several representatives across the arts and culture sector, allocate the budget twice yearly following review of the applications and assessment of each applicant against criteria. This process is similar to the contestable grants assessment process.
- 3.14 Both the Rural Halls Maintenance fund and the Creative Communities fund are running successfully with a well-defined process, therefore improvements to these community grants are not the focus of this report.
- 3.15 The annual contestable grants process however, could benefit from improvements in the areas of community engagement pre-application, effective relationship management and support through the delivery period, and sharing of outcomes achieved across the community groups.
- 3.16 One example is an opportunity to hold annual forums in conjunction with the funding round to share outcomes achieved in the previous year; identify like-

minded collaborative opportunities; and develop organisations who may need guidance with completing a clearly articulated application form.

- 3.17 There are also alternative ways of allocating a community grants budget. For example, by assigning a proportion of the budget to different types of funds e.g. 'transactional' grants of less than \$5,000 and 'transformational' grants which align with one of the priorities of the district, e.g. social isolation of the elderly.
- 3.18 The '**Hutt City Council Community Funding Strategy 2018-2023**' is attached as a very recent example of innovation being applied to a community funding approach (see Attachment Five). In summary, this strategy has 3 categories of funding which are allocated to projects which address its identified priorities (children, youth and elderly). The funding categories vary in length and size, including the opportunity for allocating the entire fund to a single applicant who can demonstrate a 'transformational' project idea to support.
- 3.19 The quantum of the budgets in the Hutt City Council funding strategy are significantly higher than the \$245,500 currently available through HDC's annual contestable funding round, however population differences as at Census 2013 were (98,238 and 73,245 respectively).

4.0 OPTIONS

- 4.4 Option One is to receive the report and suggestions for future plans, and provided feedback on the preferred direction for the 2019 contestable grants funding round, including keeping the status quo.
- 4.5 Option two is to keep status quo.

5.0 SIGNIFICANCE AND ENGAGEMENT

The matters within this report do not trigger the thresholds within Council's significance policy.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.4 Option one is the preferred option because there is opportunity to improve the outcomes achieved through delivery of the annual contestable grants budget. There is not financial implication unless there is appetite to increase the budget to allow for more transformational, multi-year funding.
- 6.5 Option Two is not the preferred option because feedback will not be provided to improve the outcomes from the delivery of the annual contestable funding round.

7.0 PREFERRED OPTION/S AND REASONS

- 7.4 Option One is the preferred option because there is opportunity to improve the outcomes achieved through delivery of the annual contestable grants budget beyond the current broad outcomes identified under 'Current and Future Needs' (see 1.4).

8.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Community Grants & Projects Advisor titled “Community Grants - Process, Allocations and Outcomes for the 2017 and 2018 Funding Rounds” dated 19/07/2018 be received.**
- B) That future plans be considered for feedback, e.g.:**
- i. Moving groups with established relationships and performance to 3 year contracts;**
 - ii. Assigning proportions of the annual contestable grants budget to transactional grants and transformational contracts which address identified priorities; and**
 - iii. Providing forums for similar organisations to demonstrate their success; and**
 - iv. Providing an annual forum to inform grant applicants of process and options around fundraising; and**
- C) That if future plans are to be explored then this takes place via a Community Grants Subcommittee workshop prior to the 2019 Contestable Funding Round.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for sustainable funding of good quality community services and projects that help meet the Current and Future Needs of the community.

Attachments:

1	Contestable Grants 2017- Summary of Outcomes	COP-01-02-18-963
2	Contestable Grants 2018	COP-01-02-18-964
3	Project Completion Report	COP-01-02-18-965
4	Rural Halls Maintenance Fund Policy - Revised 2017	COP-01-02-17-951
5	Example Strategy - Community Funding	COP-01-02-18-966

COP-01-02-18-963

Contestable Grants 2017 – Summary of Outcomes

In 2017 22 contestable grants were awarded. Contracts for Service were put in place for amounts \$10,000 and above. For grants below \$10,000 project completion reports are required by 20 June 2018.

Organisation	Grant \$	Community Outcome	Project/Service	Outcomes delivered
Age Concern Flaxmere	5,766	Older Persons	Stay Safe programme	Addressed a very real need within the community – Awareness about the safety needs of older people
Enliven (PSEC)	6,000	Older persons	Senior Chef Programme	Successful 8 week senior chef programme run for Hastings elderly to address nutrition of older people
Age Concern Havelock North	12,986	Older Persons	Lifestyle Expo & Xmas Lunch	52 exhibitors at expo, 350 attendees 196 at Christmas lunch
Heretaunga Seniors	15,000	Older Persons	Funding to assist with salary of staff to ensure all programmes can be delivered	Keep Fit Strength & Balance Programme – 1 class per week Provision of pastoral care and advocacy for seniors (with a focus on the prevention of elder abuse) Hot Meal Programme – twice per week and takeaway meals Games Day – providing physical & mental stimulation Provision of affordable and suitable transport Digital literacy programmes for seniors including internet café
Heretaunga Women's Centre	19,000	Assistance for Women	Programmes to develop resilient women	Reports measure participation numbers and goal achievement
Hastings Womens Refuge	25,000	Assistance for Women	Provision of safe house services for women and children	Over 2,800 bed nights provided
Flaxmere Baptist Church	8,000	Assistance for people in need	Project involves identifying families in need and providing from available resources	Over 500 Christmas Cheer food parcels delivered

COP-01-02-18-963

Organisation	Grant \$	Community Outcome	Project/Service	Outcomes delivered
People's Advocacy Society	2,000	Assistance for people in need	Contribution to Hastings service providing free advice and advocacy	92 Hastings clients seen (open 2 days per week)
Victim Support	4,000	Assistance for people in need	Free assistance and advice for victims of crime and sudden trauma	Hastings volunteers provided support to 635 people in their homes or at the scene
Kidz need Dadz Charitable Trust Hawke's Bay	3,700	Assistance for people in need	Service to set up in Hastings and hold support meetings for distressed Dad's due to custody etc issues	Weekly meetings for around 10 men, women or grandparents
Allegiance Brazilian Jiu Jitsu	5,000	Youth Development	A jiu jitsu programme for people not in training or employment and who want to make positive life changes	Participants measured for physical improvements, lifestyle changes, and employment goals; testimonials of selected course participants available
Riverslea School	10,000	Youth Development	Wrap around service to support families in the Riverslea school community	Engaged and worked with 5 whanau and held 18 wananga with kids.
Zeal Education Trust	15,000	Youth Development	Dance academy for young people 5-25 years in a safe alcohol and drug free environment	Over 200 young people from the Hastings District participate in REZPECT's programmes each week. They are male & female performers from the age of 9 years to 24 years old (In January 2018 they opened a second dance studio in Hastings to cater for the increased demand in programmes)
YMCA HB	10,000	Youth Development	Delivery of Junior Youth group and Senior Youth group	Delivery of youth programmes in 4 key areas for junior and senior youth
Waimarama Surf Life Saving Club	7,000	Youth Development	First Aid training for new and existing lifeguards	39 young lifeguards trained in first aid to Levels 1 - 3
Radio Kidnappers	4,480	Youth Development	Provision of four broadcast programmes	Shows broadcast to professional standard, with large numbers of downloads experienced

COP-01-02-18-963

Organisation	Grant \$	Community Outcome	Project/Service	Outcomes delivered
HB Digital Archives Trust	9,575	Arts & Culture	Archiving of the Russell Spiller photographic collection	Digital archiving of 45 boxes of film of historical significance to HB. Preservation of the film is the end result.
Cape Coast Arts & Heritage Trust	20,000	Arts & Culture	Cape Coast Heritage Trail	Made significant progress with fundraising targets Marker posts have now been manufactured and are currently with the sign writers – looking to install in July 2018 The website content to support the trail will be hosted by HB Tourism Community engagement is ongoing, supported by a website, facebook page, newsletter and community meetings
A&P Society – Hawke's Bay Show	22,000	Events	2017 Royal A&P Show	Successful show with circa 27,000 attendees Entries up from 2017 to 4,414
A&P Society – Bostock Edible Garden Show	10,000 (not uplifted)	Events	Edible Garden competition and showcase	Did not go ahead
Hawke's Bay Helicopter Rescue Trust	5,056	Safety	Production and delivery of a bi-annual newsletter to over 10,000 donors and supporters	Delivery of brochure is end result
SPCA	30,000	Safety - animals	Cat Trapping programme	Budget used cost effectively to address problem of stray cats in the community

COP-01-02-18-964

Summary of Community Grants allocated for 2018/2019

32 community organisations were successful out of 47 applicants, with the majority of grants awarded to those groups delivering projects or services in the 'Assistance for People in Need' (15) and 'Assisting Youth in Skill Development and Jobs' (11) categories.

Applicant	Allocated	Community Outcome
Nourished for Nil – sustainable redistribution of potentially wasted food	11,500	A community which wastes less/ Assistance for people in need
Te Aranga Marae Trust – Flaxmere Boxing Academy lease	10,000	Youth development/ Fostering recreational participation
Hawke's Bay & East Coast Aero Club – Aviation skills training for Youth (engineering & machinery)	8,000	Assisting youth in skill development
Waimarama Surf Life Saving Club – Development of younger surf life savers	6,000	Assisting youth in skill development
Radio Kidnappers – A range of community development radio shows (4)	3,500	Assisting youth in skill development
Inspire In Education Ltd – Maori Culture & Identity programme for Intermediate School level	9,500	Assisting youth in skill development
Leg Up Trust – Contribution to service costs – horse programme to build confidence and social skills	7,000	Assisting youth in skill development
No. 11 Squadron Air Training Corps – Funding towards air Cadet training programme	3,000	Assisting youth in skill development

COP-01-02-18-964

Centenary Legacy Trust – Intern programme for 5 places in HBDHB health careers	7,500	Assisting youth in skill development
Prima Volta Charitable Trust - Opera programme to build confidence in intermediate age pupils	18,500	Assisting youth in skill development
Heretaunga Seniors - Contribution to wages for Hastings seniors service	15,000	Assistance for people in need - older
Age Concern Flaxmere – Wellbeing Expo to raise awareness	5,000	Assistance for people in need - older
Age Concern Havelock North – Christmas Luncheon, Lifestyle Expo	18,300	Assistance for people in need - older
Heretaunga Womens Centre - Offer a diverse range of women's programmes	18,000	Assistance for people in need - women
Womens Refuge - Contribution to costs of safe house	25,000	Assistance for people in need - women
Maori Womens Refuge	12,000	Assistance for people in need - women
Menzshed Hastings – Bicycle repair and distribution	2,000	Assistance for people in need
Victim Support – Contribution to Volunteer programme costs	3,500	Assistance for people in need
Christian Lovelink Napier/Hastings Inc – Delivery Truck running costs	1,000	Assistance for people in need
Kidz Need Dadz Charitable Trust	2,500	Assistance for people in need

COP-01-02-18-964

– Weekly Kapai Dad meetings		
People's Advocacy Society - Contribution to costs for Hastings service	5,000	Assistance for people in need
Nga Kairauhii Trust - Youth Programme & Nannies against P	5,000	Assistance for people in need
Flaxmere Baptist Church – Christmas cheer	8,000	Assistance for people in need
iHow Charitable Trust – Drivers Licence theory training	4,000	Assisting youth in skill development
CCS Disability Action – Support Programme	3,000	Assisting youth in skill development
Sustaining Hawke's Bay Trust – Backyards Project to promote sustainable living	4,000	A community which wastes less
Hawke's Bay Rescue Helicopter Trust – donor and supporter brochure/newsletter	5,000	Assistance for people in need
Hawke's Bay Digital Archives Trust – Russell Spiller collection	6,500	District Heritage is conserved for future generations
Anderson Park Community Group – Community garden development, roof shade sail	6,000	Putting people at the centre of planning
Creative Hawke's Bay – website development to capture arts & culture communications	6,000	Fostering the Arts & Cultural experience
Hastings Heritage Trail – trail brochures for 11 Hastings trails	3,000	District Heritage is conserved for future generations
Royal NZ Foundation for the Blind – tandem bikes for use by Hastings blind community	3,200	Fostering recreational participation

Total \$245,500



Hastings District Council

HASTINGS DISTRICT COUNCIL
207 Lyndon Road East
Hastings 4122
Private Bag 9002
Phone 06 871 5000
www.hastingsdc.govt.nz
TE KAUNIHERA O HERETAUNGA

Annual Contestable Grants – Project Completion Report 2018

1) Background Information:

Name of Project:

.....

Amount of Grant \$.....

Please complete the following information by 30 June 2019 or upon completion of your project, and send to:

Vicki Berkahn
Community Grants & Projects Advisor
Hastings District Council
Private Bag 9002
Hastings 4156

Or email: vickib@hdc.govt.nz

2) Organisation details:

Organisation Name:

Postal Address:

City and Postcode:

Phone: Mobile Phone:

Email: Website:

Key people in your organisation/project governance group:

Name	Position/role	Email	Phone (day)

3) Project Details:**i. Which of the Current and Future Needs of our community did your project address?**

- ☐ Assisting youth into training, skill development, and jobs
- ☐ Supporting and attracting businesses to provide jobs and revenue into the local economy
- ☐ Assistance and advice for people in need due to older age, adverse circumstances
- ☐ Creating an appealing district identity and visitor/student/business destination
- ☐ Creating safe and sustainable communities free of waste and crime
- ☐ Promoting participation in recreation, arts, and cultural activities

ii. Describe how your project/service deliverables contributed to meeting the need/s identified above:**a. What activity/s were within the scope of your project/service?**

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- b. How was your project or service **measured** to identify the benefit to the community, i.e. what were the anticipated outcomes and actual measures of success?

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- c. **The process** – how did you carry out your project or service, and where was it delivered?

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- d. **The people** – who was involved? (include brief information about key individuals or organisations who worked **collaboratively** with)

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- iii. **Identify the actual budget for the year 1 July 2018 to 30 June 2019-** where appropriate please include copies of invoices for expenses.

Project/service costs can include e.g. materials, venue hire, advertising/promotion, equipment hire, personnel costs, etc.

Item	Amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
(A) Total Cost	\$

Identify the project/service Income e.g. ticket sales, membership fees, other grants, donations, in-kind support, own contribution, existing funds, expected fundraising etc.

Income Source	Amount
Hastings Council Grant	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
(B)Total Income	\$
A. Total cost of project / service	\$
B. Less total funds available	\$
Difference (= or -)	\$

Declaration

I/we declare that the information supplied here is correct.

As a recipient of funding you have agreed to:

- Participate in any funding audit of your organisation or project conducted by Hastings District Council, or an appointed contractor, if required
- Inform the Hastings District Council of any public event or issue arising out of your project or service
- Acknowledge the assistance of Hastings District Council verbally at events and on your Facebook page
- Use the Hastings District Council logo in publicity for the project/service.

We understand that the Hastings District Council is bound by the Local Government Official Information and Meetings Act 1987.

We consent to it recording the personal contact details provided in this report, retaining and using these details.

We understand that our name and brief details about the project or service may be released to the media or appear in public material.

We undertake that we have obtained the consent of all people involved to provide these details. We understand that we have the right to have access to this information.

This consent is given in accordance with the Privacy Act 1993.

Name:

Signature:..... Date:

Position in organisation:

Rural Halls Maintenance Fund Policy 2017

1.0 Introduction

- 1.1 Hastings District Council (Council) endeavours to plan in a mutually appropriate way with the rural community in the District. This includes contributing to good quality infrastructure, i.e. rural community halls, so these facilities can meet the current and future needs of rural communities.
- 1.2 The rural halls in the Hastings District are important to the communities around them in terms of providing a venue for social and cultural events, and a focal point or meeting place for the community.
- 1.3 The Rural Halls Maintenance Fund has an annual allocation of \$20,000 to be distributed as grants to the rural halls of Hastings district for maintenance projects.
- 1.4 In December 2016, the Hastings District Rural Community Board introduced an increase in funding of an additional \$30,000 per annum to commence in the 2017/2018 budget year, for earthquake assessments and future maintenance/strengthening work. This funding is to be kept separate from the rural halls maintenance budget and can only be applied to priority 2 applications to the Rural Halls Maintenance Fund.
- 1.5 This is an annual round which opens 1 April and closes 31 May, prior to the commencement of the financial year, i.e. 1 July, and in time for the September allocation meeting.
- 1.6 Applicants generally have 12 months to uplift their grants.

2.0 Priorities for funding

- 2.1 The Rural Community Board has adopted the following priorities of work for building maintenance, to use as a guideline in assessing applications to the Rural Halls Maintenance Fund:

Priority 1:

Work required for the maintenance or restoration of Health and Safety elements of the building. This includes work to the structure to maintain or improve strength to required standards, work to remove hazards such as unprotected falls, and work to soil drainage and effluent disposal systems. Other examples include:

- i. Improvement or treatment of contaminated water supply
- ii. Replacement of dangerous wiring
- iii. Work on unsanitary plumbing
- iv. Work to provide compliance with safety from falling
- v. Maintenance of food preparation surfaces in kitchens

Priority 2: Completion of detailed earthquake assessments, and subsequent strengthening work.

Priority 3: Work required to maintain weather tightness and protect external fabric from deterioration, for example:

- Replacement of roofing and external cladding or other work to render the building weatherproof
- Exterior repainting or repairs to exterior cladding especially timber cladding and joinery
- Repiling
- Replacement of rainwater disposal systems

Priority 4: Work required to ablution areas and kitchens to maintain imperviousness of floor and walls to service areas.

Please note: Work to food preparation surfaces would be included in Priority 1.

- Replacement of vinyl flooring to service areas
- Painting of internal walls, ceilings to service areas
- Replacement of fittings and flooring

Priority 5: Work to maintain appearance in other spaces

- General flooring replacement
- General repainting and redecoration

3.0 Fund Administration

3.1 The Fund is administered by the Community Grants & Projects Advisor, within the Community Facilities & Programmes Group. Other relevant Council staff are available to advise and assist with technical building and related information for the completion of funding applications, as required.

3.2 The Property Assets Team will also inspect each applicant hall and provide comments on relevant matters to the Rural Halls Subcommittee for their consideration.

3.3 Any matters regarding the Building Act 2004, Subpart 6A-Special provisions for earthquake prone buildings are the responsibility of officers from Council's Regulatory Services Team.

4.0 Eligibility for the Fund

4.1 The Rural Halls Maintenance Fund is designed to assist with building maintenance of halls in the rural and plains areas of the Hastings District. It does not cover ongoing operational costs or capital development.

4.2 To be eligible for the Fund, the applicant hall will be located within the rural and plains area and boundary of Hastings District, be a legal entity, and be for the benefit of the rural community and not private owners.

5.0 Requirements

- 5.1 The policy for funding is, as a general rule, that applications for more than \$500.00, a maximum of 50% of the project cost will be funded. It is expected that the applicant will fund the other 50%. This may include voluntary labour and donated materials.
- 5.2 In December 2016, the Hastings District Rural Community Board introduced the ability of the Rural Halls Subcommittee to consider a greater Council contribution than 50%, in particular relating to costs for detailed earthquake assessments and subsequent strengthening work.
- 5.3 For projects requesting less than \$500.00 as a maximum of 50% of the project cost, it is up to the discretion of the rural halls Subcommittee as to what portion of the monies will be granted.
- 5.4 Applications will need to include copies of quotes, and any receipts related to work as supporting documentation.

6.0 General information

- 6.1 Application forms will be posted to the Secretary of each Rural Hall in March each year, and are also available on the HDC website:

<http://www.hastingsdc.govt.nz/rural-halls-maintenance-fund>

- 6.2 Late applications will not be accepted.
- 6.3 It is important that each Hall secretary advises the Community Grants & Projects Advisor via the Hastings District Council Customer Service Team CustomerServiceTeam@hdc.govt.nz or 871 5000, of any change in contact details for the relevant Rural Hall, so that application forms can be sent to the correct contact person each year.
- 6.4 Applications for retrospective funding may be considered if the work carried out needed to be undertaken urgently and if there are funds available.

7.0 Application Process & Timeline

Date	Activity
March	Application forms sent out to Hall secretaries*
1 April	Funding round opens
31 May	Funding round closes
July-August	<ul style="list-style-type: none"> • Applications assessed • Applicant halls inspected by Property Assets team • Budget reconciled

	<ul style="list-style-type: none"> Report prepared for Rural Halls Subcommittee
September	Rural Halls Subcommittee makes recommendations to Council on the allocation of the annual Rural Halls Maintenance fund
October	Applicants advised of grant allocation
Within 12 months	Grant to be uplifted via invoice to HDC

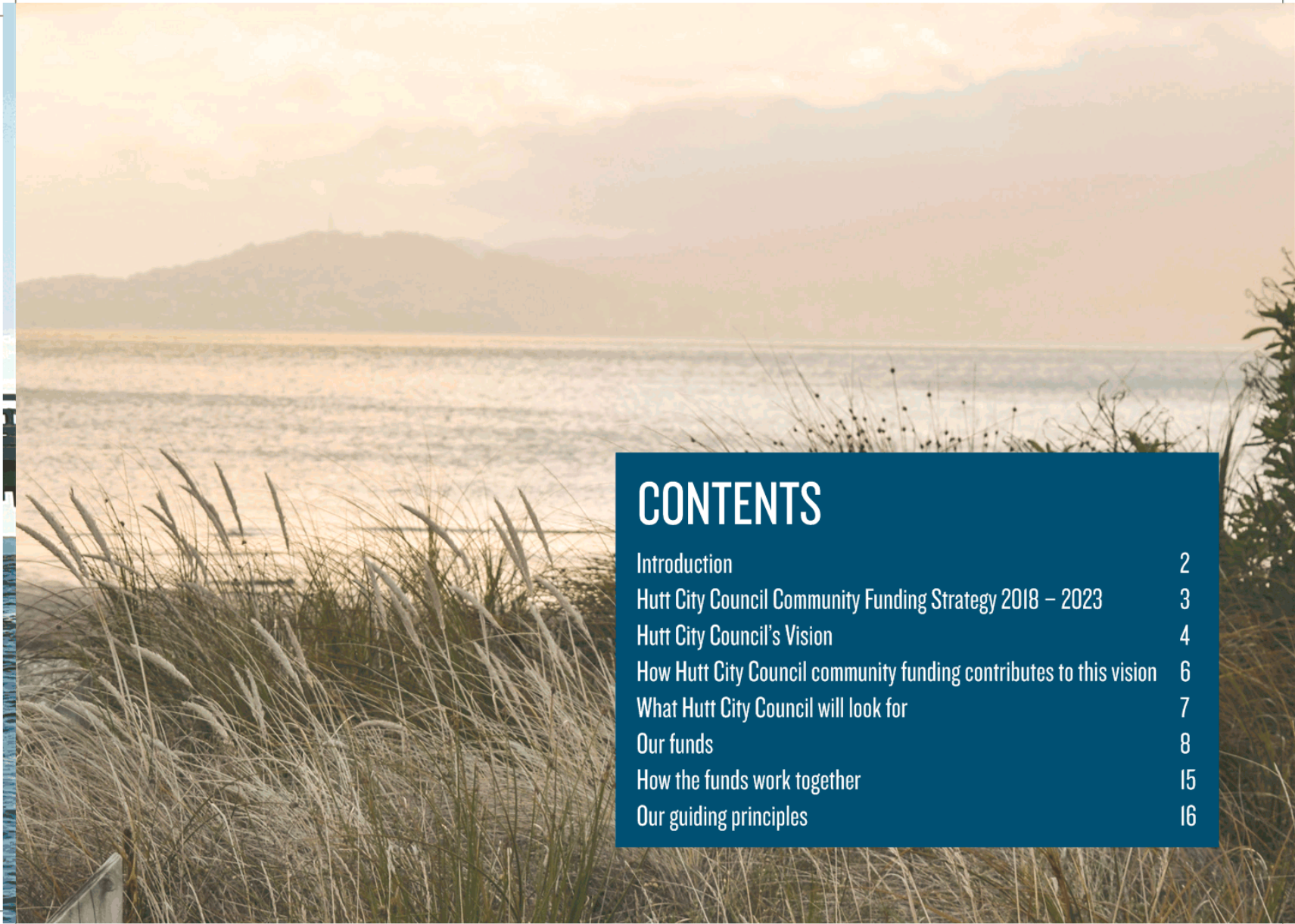
*Hall secretaries are to advise HDC CustomerServiceTeam@hdc.govt.nz or 871 5000 of any change in contact details.



HUTT CITY COUNCIL COMMUNITY FUNDING STRATEGY 2018–2023







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“Hutt City Council has a long and strong history of providing community funding to support our communities, and our new strategy builds from this strong history.”
RAY WALLACE, LOWER HUTT MAYOR

Drivers for evolving our community funding strategy include:

- Better aligning community funding with our vision for Hutt City
- Community consultation indicated that our communities want a more strategic approach, measurable impact, sustainable practices, accountability, and fair distribution of funding according to need.

The new strategy is designed to:

- Direct funds to those who need it most
- Improve the clarity and simplicity of our funding processes
- Encourage innovation, improve relationships and foster longer term partnerships.



2

HUTT CITY COMMUNITY FUNDING STRATEGY 2018-2023

HUTT CITY COUNCIL COMMUNITY FUNDING STRATEGY 2018 – 2023

HUTT CITY COUNCIL COMMUNITY FUNDING STRATEGY 2018 – 2023

OUR VISION:

For ALL residents, Hutt City is a great place, to live, work and play

HOW HUTT CITY COUNCIL COMMUNITY FUNDING CONTRIBUTES TO THIS VISION:

Improve equity across our city, especially for the tamariki (children), rangatahi (youth) and kaumatua (seniors) who need it most, by:

Increasing access to opportunities and resources

Building participation and a sense of belonging

Strengthening local leadership

WHAT WE LOOK FOR:

Clearly making a difference

Collaborative approaches

Well managed organisations

Innovative approaches

Community ownership

OUR FUNDS:

Kākano Fund

Seed funding for new ideas

Māhia Atū Community Fund

1-2 year funding to improve equity

Māhia Atū Partnership Fund

3-5 years funding for a few high impact initiatives

FOR ALL RESIDENTS, HUTT CITY IS A GREAT PLACE, TO LIVE, WORK AND PLAY

HUTT CITY COUNCIL'S VISION

This statement, reflects the vision for our city, and most Hutt City residents know that this city is indeed a great place. But for too many of our residents, life is difficult. We want Hutt City to be a great place for everyone – and our community funding will focus on:

- tamariki;
- rangatahi;
- kaumatua,

who need our support the most.



WHERE IT'S NEEDED MOST

IN LINE WITH THE CHILDREN'S COMMISSION 2013 FUTURE LEADERS REPORT, AGE CONCERN RESEARCH AS WELL AS NEW ZEALAND'S MOST SIGNIFICANT SUSTAINABLE DEVELOPMENT GOALS, THE FOLLOWING ARE PRIORITIES OF THE FUND:



1. All tamaraki in persistent poverty and or are vulnerable. Especially, very young children, Māori and Pasifika children; and/or children in sole-parent families



2. All rangatahi not in education, training or employment



3. All kaumatua who are experiencing loneliness and social isolation

IF YOUR INITIATIVE, IDEA OR PROJECT CAN MAKE A MEANINGFUL DIFFERENCE AND IS ALIGNED TO THESE PRIORITIES, THEN PLEASE KEEP READING THIS DOCUMENT.

HOW HUTT CITY COUNCIL COMMUNITY FUNDING CONTRIBUTES TO THIS VISION

Improve equity across our city, especially for the tamariki, rangatahi and kaumatua who need it most, by:

Increasing access to opportunities and resources

We want all our residents, particularly the young and old, to be able to easily access what they need to live a good life here in Hutt City. Our funding will favour initiatives that increase equity of access.

Building participation and a sense of belonging

We all lead safer and more fulfilling lives if we have strong connections to those round us – family, friends, community and colleagues. Our funding will target initiatives that reduce social isolation, help people from every culture and background to feel accepted and respected, and encourage all residents to take an active role in their community.

Strengthening local leadership

Everyone can make positive change in their own lives and for those around them. We want to support local leaders to lead local solutions, and our funding will favour initiatives with strong community involvement and leadership.

WHAT HUTT CITY COUNCIL WILL LOOK FOR

In assessing applications and allocating funding we will look for the following key attributes:

Clearly making a difference

Is this initiative likely to make – or already making - a demonstrated difference in the goals above? We understand that complex problems don't usually have simple solutions, and we don't require fancy reporting, just a sensible approach, learning as you go and a clear way of showing how what you did relates to what you wanted to achieve.

Collaborative approaches

None of us can change the world alone. We prefer initiatives where people and organisations work together well; for example, sharing resources or working for a collectively agreed goal.

Well managed organisations

We look for good governance, credible leadership, sustainable finance, a strong team and open, honest relationships. We understand that all groups are different, and we don't try to compare a local community initiative with a large, established organisation. But we do expect every group we fund to have good people who run things well.

Innovative approaches

New ideas aligned to our vision are always welcome; in fact we have created a special fund to provide seed funding for just this. We understand that new ideas don't always work and we encourage giving things a go.

Community ownership

We like initiatives which are led by local communities and we like the concept of "nothing about us without us". Whichever community is served - for example, the elderly, people experiencing disability, youth - we prefer to fund initiatives where members of this community are a key part of decision-making.

OUR FUNDS

Kākano Fund

Seed funding for new ideas

KĀKANO FUND	
Who is it for?	Got a new idea you would like to try, apply here.
How big is the fund?	This is a small fund and is likely to provide \$30,000 to \$50,000 per year.
How much can I apply for?	It depends on your idea. It could be a small grant for a grass roots local initiative. Or if you have a big new idea you could consider applying for the total amount of money in the fund, although of course that would mean that if your idea is funded then others would miss out. Anything will be considered; we look for costs that are fair and reasonable for the idea you propose.
How long is the funding for?	The Kākano fund provides funding for one year only. You are welcome to apply each year – but not for the same initiative because this fund is for new ideas only.
When can I apply?	There will be one funding round per annum. Applications will open in July with decisions made in August.
How do I apply?	The applications process will be quick and simple via an online application form.
What is the decision process?	Funding decisions will be made by Council officers.
What is the reporting process?	We will bring all recipients of the Kākano fund together at a specified date so that you can report on the results of your idea in person to us and to your peers.

Kākano means seed, and this fund provides seed funding for new ideas that meet our vision in a give-it-a-go, safe-to-fail environment.



HUTT CITY COMMUNITY FUNDING STRATEGY 2018-2023

Māhia Atū Community Fund
1-2 year funding to improve equity

MĀHIA ATU COMMUNITY FUND	
Who is it for?	If your initiative is a strong fit to our vision and is beginning to show good results, apply here.
How do I apply?	The application process will be via a clear and easy online application form. You are welcome to phone us for advice on your funding application.
How long is the funding for?	One or two years.
How big is the fund?	Initially approximately \$100,000 and over time growing to approximately \$250,000 per year.
How much can I apply for?	There is no limit to the amount you can apply for other than the total size of the fund. However we would generally expect most grants to be medium sized, eg between \$5,000 and \$35,000 per year.
When can I apply?	There will be one funding round per annum. Any organisations declined under the Mahia Atū Partnership fund will be advised and offered to apply to the Mahia Atū Community fund.
What is the decision process?	Funding decisions will be made by a committee including both Hutt City Councillors and Hutt City Council officers.
What is the reporting process?	We will bring all recipients of Māhia Atū fund together at a specified date so that you can report the results of your initiative in person to us and to your peers.

“Māhia Atū” loosely translates to “Make it Happen.” These funds are for community initiatives that are already up and running, meet our vision and are clearly making a difference in our communities.



HUTT CITY COMMUNITY FUNDING STRATEGY 2016-2023

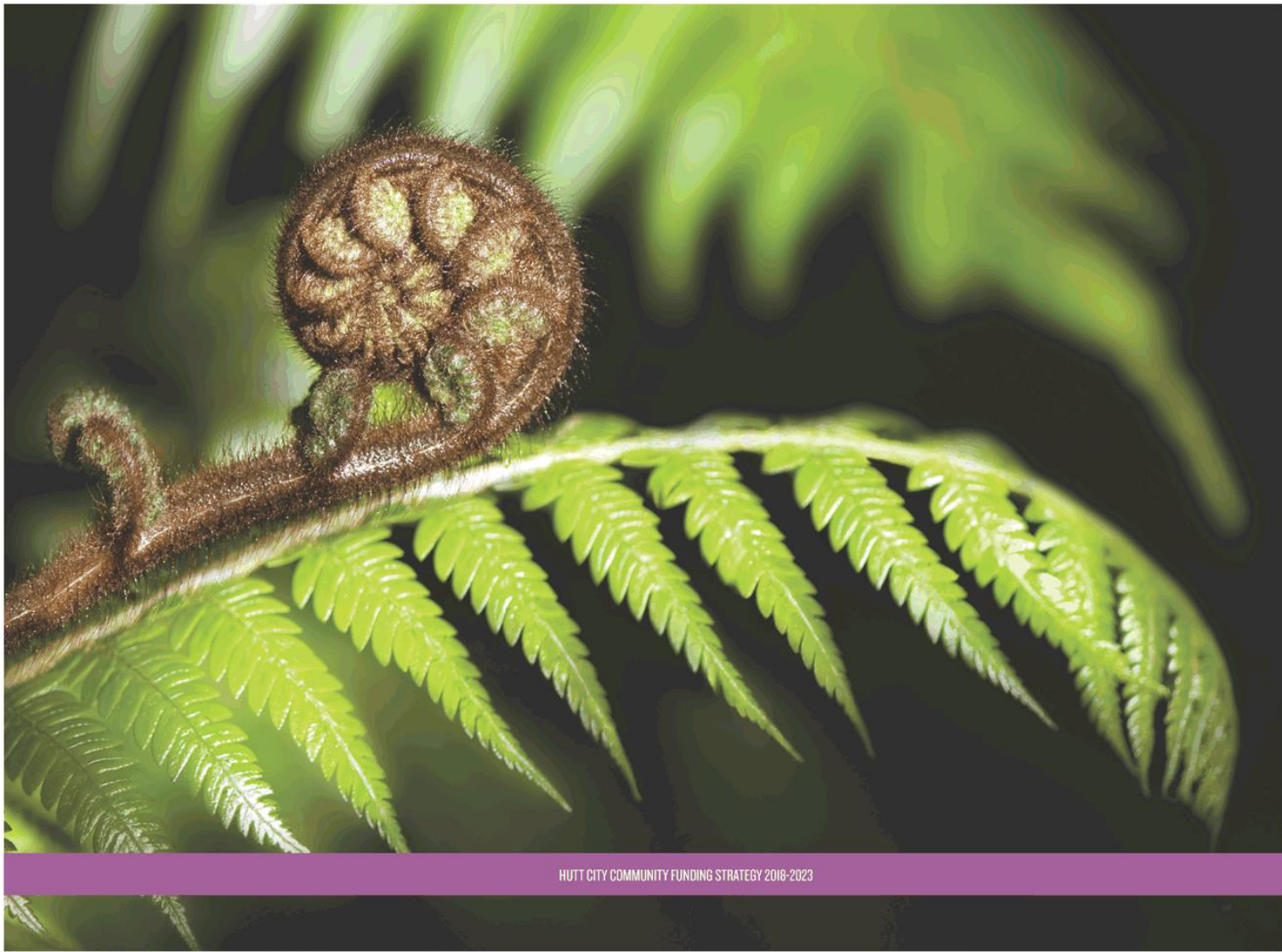
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Māhia Atū Partnership Fund

3-5 years funding for a few high impact initiatives

MĀHIA ATU PARTNERSHIP FUND	
Who is it for?	If your initiative is a strong fit to our vision, can demonstrate outstanding results and strong collaboration, apply here.
How do I apply?	We suggest that you call us before applying here so we can give you a steer on how this funding works. The application form is the same as Māhia Atū Community funding but includes quite a few additional questions, and we will also visit in person and undertake comprehensive reference checking.
How long is the funding for?	Three to five years. During this time you will also receive support and partnership from Hutt City Council to help your initiative grow.
How big is the fund?	Initially approximately \$300,000 and over time growing to approximately \$500,000 per year. Additionally, in some years there may not be any funds available to allocate, depending on the level of pre-committed multi-year funding.
How much can I apply for?	There is no limit to the amount you can apply for other than the size of the fund. However we would generally expect most grants to be larger, eg between \$40,000 and \$100,000 per year.
When can I apply?	There will be one funding round per annum. Māhia Atū Partnership fund opens in July with decisions made in September. Any organisations declined under the Māhia Atū Partnership fund will be advised and offered to apply to the Māhia Atū Community Fund.
What is the decision process?	Funding decisions will be made by a committee including both Hutt City Councillors and Hutt City Council officers.
What is the reporting process?	We will bring all recipients of Māhia Atū Partnership fund together at a specified date so that you can report the results of your initiative in person to us and to your peers. Some additional reporting may be required.

“Māhia Atū” loosely translates to “Make it Happen.” These funds are for community initiatives that are already up and running, meet our vision and are clearly making a difference in our communities.





HOW THE FUNDS WORK TOGETHER

We understand that not every good idea works in practice, and the Kākano fund is designed to simply give things a go. Māhia Atū Community funding is the next stage along; there is room for experimentation and occasional failures here too.

Māhia Atū Partnership funding is designed for robust and impactful initiatives – the ultimate aim of great ideas.

HERE'S HOW IT WORKS:



While some initiatives will start with the Kākano fund and move their way through to Māhia Atū Community funding and then to Māhia Atū Partnership fund, any organisation can apply to any fund any time.

OUR GUIDING PRINCIPLES

HOW WE WILL WORK:

- Responsibility
- Integrity
- Togetherness
- Excellence

- We are accountable to our communities, Council officials and ratepayers
- We provide helpful advice, including suggestions for where else unsuccessful applicants might be able to find funding if they don't meet our criteria
- We are fair and transparent in our grant-making processes
- We are open and honest
- We listen well
- We are respectful and supportive in our relationships with applicants
- We build and make connections with and within communities
- Our criteria are clear
- We provide good communications
- We provide non-financial support where appropriate to our applicants and grantees
- We continuously improve what we do



HUTT CITY COMMUNITY FUNDING STRATEGY 2018-2023

LOWER HUTT 'A GREAT PLACE TO LIVE, WORK AND PLAY'

Debbie Hunter, Community Advisor – Funding and Contracts

Web - huttcity.govt.nz/Services/Funding

Email - funding@huttcity.govt.nz

Phone - 04 570 6666



REPORT TO: COMMUNITY DEVELOPMENT COMMITTEE

MEETING DATE: THURSDAY 19 JULY 2018

FROM: TEAM LEADER STRATEGY & PROJECTS
LOUISE STETTNER

SUBJECT: SAFER HASTINGS - RE-ACCREDITATION

1.0 SUMMARY

- 1.1 The purpose of this report is to obtain a decision from the Committee regarding the re-accreditation of *Safer Hastings*.
- 1.2 This request arises from the need for all Safer Communities to re-accredit as a Safer Community every 5 years.
- 1.3 The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.
- 1.4 The objective of this decision relevant to the purpose of Local Government is to meet the current and future needs of communities for local public services in a way that is most cost-effective for households and businesses.
- 1.5 This report concludes by recommending that Council agree to *Safer Hastings* seeking re-accreditation as a Safer Community.

2.0 BACKGROUND

- 2.1 Hastings became a Safer Community in 2013. *Safer Hastings* is a coalition of more than 20 agencies and organisations that are working together to make Hastings a safe place to live, work and play.
- 2.2 *Safer Hastings* has 4 goals:
 - Supportive and connected communities and agencies
 - Safe healthy homes
 - Safe roads
 - Public spaces are used without fear
 - People are free from drug-related harm
- 2.3 Council has been the backbone organisation for the *Safer Hastings* coalition including the employment of a Safer Hastings Coordinator. Council has received an annual contribution from ACC for the implementation of *Safer Hastings* for the past 5 years however this has now ceased as support from ACC was only for the first 5 years of accreditation.
- 2.4 Reaccreditation will be with Pan Pacific Safer Communities Network which is acknowledged by the World Health Organisation. Since 2015 the number of Safer Communities has grown too large for one single entity and so regional

networks have been developed. New Zealand is part of the Pan Pacific Safer Communities Network.

- 2.5 In order for Safer Communities to retain their accreditation they are required to re-accredit every 5 years.

3.0 CURRENT SITUATION

- 3.1 *Safer Hastings* is now due for re-accreditation having been in operation for 5 years.
- 3.2 The members of the coalition have indicated that they wish to re-accredit. Despite the work involved in reaccreditation they see value in being part of this coalition focussed on the safety of the community. This report also seeks Council support to go through the re-accreditation process in order to continue Hastings status as a Safer Community.
- 3.3 A Community Safety Coordinator has recently been recruited for a period of 12 months. This position is responsible for the coordination of *Safer Hastings* and for coordinating the community safety activities within Council. This position would also lead the re-accreditation process alongside the *Safer Hastings* members.
- 3.4 The cost associated with the re-accreditation process including the fee for re-accreditation (\$2,000) can be met within the existing *Safer Hastings* budget.
- 3.5 The experience of other Safer Communities that have undertaken the re-accreditation process is that it is a valuable exercise in terms of taking stock of what has been achieved and consider future directions.
- 3.6 As you are aware there are significant safety issues facing the Hastings community including: family harm; suicide and drugs and alcohol. Moving forward there is an opportunity for the group to agree on either a single focus or perhaps a few key priorities for there to be a collective and concerted effort. It would be the role of the Community Safety Coordinator to drive projects that address those key priority areas identified by the Safer Hastings partners.

4.0 OPTIONS

- 4.1 The options are for Council to support the re-accreditation process or to not re-accreditation.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The decision sought in this report does not trigger the Significance and Engagement Policy.

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 *'People in Hastings District enjoy a safe and secure environment'* is a key outcome sought in Council's *Supporting Social Wellbeing Strategic Framework*. *Safer Hastings* is an established international model that ensures that organisations in the District work together to address safety issues within the community.

- 6.2 The *Safer Hastings* coalition members support the Safer Community model and for some organisations having the status of an accredited Safer Community enables their participation within this group.
- 6.3 It is recommended that Council support re-accreditation especially in light of the continued support of the *Safer Hastings* member organisations. .

7.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Team Leader Strategy & Projects titled “Safer Hastings - Re-accreditation” dated 19/07/2018 be received.
- B) That the Committee support the Safer Hastings re-accreditation process.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for local public services in a way that is most cost-effective for households and business by continuing to support the accreditation of Safer Hastings; a coalition focused on the improvement of safety in the Hastings community.

Attachments:

There are no attachments for this report.