

Inner City Wellington Committee Meeting: 6pm, Monday 23 April

Apartment C, 11 Ghuznee Street, Te Aro Wellington

1. Attending:
 - a. Clive Moon, Geraldine Murphy, Grant Firth, Wendy Armitage, John Albertson, Yon Yi Sohn, Jessica Ducey, Deborah McDonald
2. Confirmation of Minutes from meeting of 10 April 2018
 - a. Geraldine moved/Grant seconded
3. Matters Arising from Minutes of 10 April Meeting
 - a. None
4. Matters Arising from 10th ICW AGM, 16 April 2018
 - a. Constitution revision postponed until Societies Act is changed (and new model constitution released), likely next year
5. Appointment of Portfolio Leaders – tabled until next meeting to give everyone a chance to review strategic plan and think about what they're interested in
 - a. Local Democracy
 - b. Sustainable Development
 - c. Building Capacity
6. Brief Review of Strategic Plan and Monthly Reporting
 - a. Clive gave a summary of the Strategic Plan and the minor amendments he had made. Namely a new vision statement and re-ordering of the goals to a more prominent position.
 - b. Also explained that he had added one extra goal (Partnerships) as this was something we were already doing and planning on extending.
7. **SUSTAINABLE DEVELOPMENT**
 - (a) *General*
 - VUW Cooperation Agreement
 - Agreement to support one another and cooperate in pursuit of the SDGs
 - Potential for access to students and researchers
 - Meeting with Morten Gjerda who is speaking at 12 June meeting to discuss
 - Dr Marjan van den Belt re Sustainable Development Goals
 - Dr Marjan van den Belt was champion of VUW signing on to SDGs
 - Now leaving VUW, but happy to continue to support our work
 - ICW registered to received papers from SDG conference as part of VUW agreement
 - (b) *Sustainable Cities and Communities*
 - 2nd Community Forum (12 June, 2018) - Co-Housing Model

- Mortine Gjerde from VUW to speak about new trends in housing
- Catering – to discuss at next meeting

ACTION: Clive to get blurb/summary of his talk to use for promo by 4 May

ACTION: Geraldine to draft run sheet and send by 30 April, recruit volunteers to help on the night

- Connecting City Communities
 - Wendy advised the project had stalled due to illness, but new WCC consultant has been hired and is recruiting members to a Steering Group. There is also potential to extend consultant contract or otherwise continue to resource within WCC
 - Consultant is developing a Toolkit for apartment residents to progress their own plans.
 - Wendy advised WCC was looking to help facilitate community events and Clive mentioned that events in his building were organised by residents who got the BC to fund social activities.
 - Wendy anticipating another meeting in the next few weeks.

- Update on Seismic Strengthening and Submission to Tax Working Group concerning tax relief
 - Geraldine met with MBIE on Lender of Last Resort, awaiting response due end May; also re-iterated our request to Minister Selesa for a meeting
 - Draft submission to Tax Working Group focuses on ‘shocks’ like retrospective application of laws, thinking more laterally about how to provide relief for costs of a public good. Waiting on feedback from John /Neil Cooper– clarify responsibilities of owner occupiers v people with the public in their units (e.g. shops, renters)
 - Lender of last resort – could WCC borrow from government and add to rates (would require legislative change)
 - No changes likely from Tax Working Group before 2020 election due to longer-term plan (unless good news) but useful for any media and to maintain pressure on Grant Robertson

ACTION: Geraldine to follow up with MBIE and finalise submissions

8. LOCAL DEMOCRACY

(a) Transparency and Accountability

- Mayoral Forum
 - Forum held while John was away, no one attended, but John happy to continue attending
 - John corresponding with Mayor’s office regarding consultation on end of free parking and use of levy

ACTION: John to follow up correspondence with Mayor

(b) Advocacy and Critique

- WCC 10 year plan consultation – Key Points for Submission
 - Nothing in the plan about WCC commitment to providing funding/support for owners facing mandatory seismic strengthening (built heritage fund has also been reduced, and may be capped)
 - Geraldine proposes we don't support zoo upgrade, propose funds be used for seismic strengthening
 - John suggests we support meaningful activities for homeless, but to encourage transparency and accountability in reporting. Potential issue of additional workload created by grants programme – will ask at next councillors meeting
 - Geraldine proposed targeted survey to businesses – logistically challenging since many members are both residents and business

ACTION: John to talk to Retail NZ, get a sense of whether they represent small independent businesses

ACTION: Geraldine to create summary of issues

ACTION: Everyone to look at draft annual plan, identify any missing issues, or things we want to support – give feedback to Geraldine by 4 May (e.g. Lack of focus on green spaces)

(c) Collaboration and Policy

- Agenda Items - Lambton Ward Councillors' Meeting (26 April 2018)
 - Focus primarily on engagement, how different engagement activities interact with one another (e.g. Our city tomorrow and long-term plan)
 - Improving mechanisms for feeding back to submitters so they know what happens to their views and how they're used
 - Accountability on new initiatives

ACTION: Wendy to send invite and agenda to councillors

9. BUILDING CAPACITY

(a) Connectivity and Collaboration

- Our CBD
 - Next meeting 26 May, John to continue attending
 - Meetings are increasingly less well attended, turning into just PR promotion instead of forum for discussion

Action: John to talk with Nicola Young about the decreasing attendance by small businesses and their views that now not a forum to raise issues

- Wellington Civic Trust
 - Held AGM same week as ours, proposed collaborating on future projects and submissions in the inner city, especially around sustainable development. Their mandate is city wide, not just CBD.
 - Opportunity to leverage their membership for our issues

ACTION: Yon Yi to invite one of the Wellington Civic Trust committee to a future meeting

- Flagstaff Hill and Mana Whenua
 - Flagstaff Hill (top of Boulcott St) received special designation recently

ACTION: Clive to reach out to them about their work and potential for collaboration

- Residents Associations Federation
 - Our position is a preference for ward-based organisation

ACTION: Wendy to check with Sarah re correspondence. Respond to association re Federation and ICW preferences.

(b) Marketing and Communications

- Website/Facebook
 - Jess happy to take over Squarespace and Mailchimp and knows of someone who is able to do coding work on the website if required.

ACTION: Wendy to set up meeting with Jess and David/Sarah to handover Squarespace

ACTION: Wendy and Jess to meet and discuss future website requirements

(c) Organisational Sustainability

- Financial Report
 - Grant presented the financial report and advised AGM cost \$145 .00 and the Brochure distribution \$204

ACTION: Grant to progress subscription invoices in liaison with David/Sarah

- Determine budget for COGS Funding (Sarah has registered ICW on DIA funding portal)
 - It was agreed that funding was requested for Meeting expenses

ACTION: Grant to draft application with input from/others on costs; application due 23 May 2018

- Consideration of Priorities and Resources
 - tabled until next meeting

10. Other business

- Promotion of ICW to residents (not just owners) is difficult because relies on body corporates to distribute to occupiers, mailings have failed in past because posties can't get into secure apartment buildings.
- We can reach a lot of potential residents by doing letter drops ourselves
- Wendy proposed printing generic business cards, with blank spaces for people to write names for distribution at events, meetings.

ACTION: Clive to talk to designer about generic blank business cards with ICW contact information and space for people to write their names

ACTION: Wendy to look into pricing for Vista Print business cards

11. Meeting adjourned at 7:50 PM

Summary of Action Points

Clive	Organise blurb/summary of VUW housing talk to use for promo by 4 May
	Reach out to Flagstaff Hill and Mana Whenua groups about their work and potential for collaboration
	Talk to designer about generic blank business cards with ICW contact information and space for people to write their names
Geraldine	Draft run sheet and send by 30 April, recruit volunteers to help on the night
	Geraldine to follow up correspondence with Minister regarding seismic strengthening
	Prepare draft Long-Term Plan submission for circulation to membership before 15 May deadline.
John	Talk to Retail NZ, get a sense of whether they represent small independent businesses
Wendy	Organise 'Coming soon' notice on website
	Send agenda for ICW/councillors meeting 26 th April
	Set up meeting with Jess and David/Sarah to handover Squarespace and Mailchimp
	Meet Jess and discuss options for email management (either collaborative inboxes or Google Apps)
	Investigate pricing for Vista Print business cards
	Check with Sarah re correspondence. Respond to association re Federation and ICW preferences.
Grant	Progress subscription invoices in liaison with David/Sarah
	Grant to draft application for COGS funding with input from/others on costs; application due 23 May 2018
	Bring brochures to next meeting for everyone to drop in their buildings, along with personal note introducing themselves and ICW
Yon Yi	Invite one of the Wellington Civic Trust committee to a future meeting
Jess	Meet Wendy and discuss options for email management (either collaborative inboxes or Google Apps)
Everyone	Look at draft annual plan, identify any missing issues, or things we want to support. Focus on items specific to Inner City. – give feedback to Geraldine by 4 May