

Request for Occupancy/lease of Council Land/Building 22/23

Application form

Application No. 0009 From Sunlou Liuvaie

Form Submitted 17 Sep 2023, 8:08PM NZST

About Your Group

* indicates a required field

Organisation registration details

Organisation Name

Papaioea Pasifika Community Trust

NZ Charity Registration Number (CRN)

CC58652

New Zealand Charities Register Information

Reg Number	CC58652
Legal Name	Papaiōea Pasifika Community Trust
Other Names	
Reg Status	Registered
Charity's Street Address	21 Havelock Avenue Westbrook Palmerston North 4412
Charity's Postal Address	21 Havelock Avenue Westbrook Palmerston
Telephone	7(2)(a) Privacy
Fax	
Email	7(2)(a) Privacy
Website	
Reg Date	12:00am on 19 Dec 2020

Information retrieved at 3:00pm today

Must be formatted correctly.

Current Address

21 Havelock Ave
Westbrook Palmerston North 4412 New Zealand

Primary Phone Number

7(2)(a) Privacy

Zealand phone number.

Primary Website

Must be a URL.

Contact Details

Primary Contact

Mr sunlou Liuvaie

Primary Contact Email

7(2)(a) Privacy

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Primary Contact Phone Number

7(2)(a) Privacy

Must be a New Zealand phone number.

Secondary Contact Name

Annie Scoon

Secondary Contact Phone Number

7(2)(a) Privacy

Must be a New Zealand phone number.

Secondary Contact Email

7(2)(a) Privacy

Must be an email address.

Secondary Contact Phone Number

Must be a New Zealand phone number.

Applying for: Please tick which relates to your application

- Occupying/leasing a (previously unoccupied) council-owned property
- Constructing a new community building on council-owned land
- Renewing an occupancy/lease

What is the vision of the organisation, what are you wanting to achieve?

The vision of PPCT is to achieve: An Empowered, Resilient, and Thriving Pasifika Community. We intend to achieve our vision through the delivery in the following Strategic focus areas: Language and culture; Health and Wellbeing; Education and Training; Economic and Enterprise; and Engagement and Governance. As a Social Service provider, we offer support programs on the above and also collaborate with other providers in program we do not have available.

How are the major decisions in your organisation taken? (e.g. Trust Board, Management Committee) *

Decision making is vested in the Board of Trustees.

At the operational level decisions are made by the Operations Manager who works in consultation with the Board when required.

Who are the current members of the major decision-making group? *

PPCT Board comprises of the following.

Sonny Liuvaie- Chairperson

Saane Ma'u- Vice Chairperson

Annie Scoon- Interim Operations Manager

Willie Kwong- Finacial Officer

Fana Richardson Rongokea: Board member (Cook Islands)

Seinia Fruean- Board member (Samoa)

Joseph Toeaso- Board member (Samoa)

Rotoiti Skinner- Board member (Tokelau)

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Soane Vaipulu- Board member (Tonga)

Tausala Iosefa- Board member (Tuvalu)

Paul Titus - Board member (PNG)

Are staff employed or is all work carried out voluntarily? *

PPCT has 4 staff members and also volunteers that form part of its workforce.

If staff are employed, what is the source(s) of funding used to pay them? *

2 staff are employed from funding received from the Pasifika Futures Limited

2 staff are funded from a number of projects: MSD, MPP, MOE and also PPCT funds

What are the key positions in the organisation (paid and/or voluntary) ?

Chairperson- Voluntary

Vice Chairperson- voluntary

Financial Officer: Voluntary

Operations Manager- Paid

2x Whanau Ora Navigators- Paid

1 x X Community Connector- Paid

Tutors at the Te Fatu Learning Hub- Paid a koha

Other Board members who work as volunteers- voluntary

What in general terms are the roles of these positions?

PPCT is a social service provider, We have the following roles:

Navigators: They deliver the Whanau Ora program, work with families to develop their goals and aspirations; provide direct support- food support, payment of utilities, health services, school fees etc, connect families with service providers.

Community Connector: Support vulnerable families that are not in the Whanau Ora Program, coordinate the Matua Ola program, coordinate the Community Learning hub; Food Hub and Foodbank project; plan and facilitate the provision of Information Literacy training and support under the PPCT Digital Connect project.

Manager: Provide leadership and overall supervision for staff, and keep the Board informed of developments at operations level. manages communication with key stakeholders, assist with funding applications, and reporting.

Who currently holds these positions? Please give names and brief resumes.

Navigators: May Kwong

Tolu Patelesio

Teresa Jessop (Community Connector)

Annie Scoon (Operations Manager)

Please provide a summary of your organisation's achievements since its establishment?

LANGUAGE AND CULTURE:

Organize language week and Language celebrations in collaboration with Pasifika Island groups; provide cultural programs for the community, host a number of government consultation events and advocate for Pasifika voice

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EDUCATION AND TRAINING

Run the Te Fatu O Te Pasifika Learning Hub for the past 4 years; Pasifika Digital Hub project- access to Devices and internet, training in information Literacy skills and knowledge; organizes career talanoa evening for the Pasifika Community

HEALTH AND WELLBEING

Deliver Matua Ola program for 7 years: Facilitate access to health services and other , follow up support with food needs and other priority needs- utility, transport etc

Provide overall leadership for Pasifika response during Covid 19: \$300,000 omicron response- food, access to device, family costs and utility costs; MSD Food Hub and food bank support; connector services; Pasifika Whanau Ora provider for the Region; partner with Think Hauora for the delivery of the Pasifika Vaccination program for Pasifika

OTHERS: Run funding application sessions and support Pasifika groups to access funds; provided sponsorships to Pasifika groups. Run community events at the Pasifika Centre- Workshops, Open days, etc

Additional information

Filename: PAPAIOEA PASIFIKA COMMUNITY TRUST PRESENTATION 2023 FEASIBILITY STUDY I NFO.pptx

File size: 13.3 MB

Filename: PPCT ORG CHART 2023.pptx

File size: 45.7 kB

Please upload any additional information to support your application

Intended Use

What is the intended use of the property?

- Sport and recreation
- Community or social service
- Education
- Other:

What service is to be provided from the property? Please give a full description

Community Garden- The aims of the project are as follow:

1. Promote food sovereignty and security amongst Pasifika families and community.
2. To develop the capacity and capability of families to grow and manage own fruits and vegetables in a sustainable manner.
3. To develop the requisite knowledge on how to prepare healthy meals

The project will include the following:

- Planter boxes being located at the Pasifika community Centre
- Establishment of a working group to manage and also lead the project
- The plots will be used for education purposes: workshops will be held at different stages of vegetable production to develop families' knowledge in aspects of production, management
- Families are expected to grown own plots in their homes
- Teh project will assist with the costs of planter boxes and also seedlings

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What are the objectives of the service or activity?

As above

Promote food sovereignty and security amongst Pasifika families and community.

2. To develop the capacity and capability of families to grow and manage own fruits and vegetables in a sustainable manner.

3. To develop the requisite knowledge on how to prepare healthy meals

Who is expected to benefit from the service/project? (i.e. who will be the end users or client group)?

Pasifika families who will be able to learn how to plant/produce own vegetables.

Those managing the project will also benefit through the skills they learn: Project planning, implementation, monitoring and reporting.

What geographic catchment will the project serve?

The whole of Palmerston North- some families from the Midcentral region- outside Palmy. Ashhurst, Rangitikei, Horowhenua.

What is the demographic profile of those who are expected to benefit from the service/project?

Whanau Ora families and the most vulnerable in our community- families from the Pasifika Tè Fatu Learning Hub project and also Matua Ola program- The elderly

How many people are expected to use the service/project on an annual basis?

40 families with an average of 5 members- 200+

How was this need identified?

In the course of our work as a social service provider in supporting the food need of our families also during the Covid 19 period where the food need of families was highlighted.

Which organisations in the City are providing services for a similar target group? (i.e. similar geographic location, demographic profile)

Maori Social Service providers: TANCs, Whakapai HauOra etc. The project also targets high needs families or those from low socio-economic groups.

In what way does your service/activity differ from that supplied by these other organisations?

PPCT is the only Pasifika provider involved in this space.

What evidence do you have that the service/activity will meet the need identified?

Similar projects in the community have helped to enhance access to health food by high risk and priority needs families.

Has the service/project been pilot tested for effectiveness? If so, please give details of pilot test and results.

This project has not been pilot tested but I have been working closely with staff that have been leading similar project: Dave Mollard, and Morrie get some guidance from them; both have had extensive knowledge and expertise with community gardens. Their experience will be useful in enabling PPCT to be successful in our Community Garden project.

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Has the service/project previously been operated in Palmerston North or anywhere else in New Zealand? If yes, please give details.

Whakapai Hauora Community Garden

Awapuni community garden

How will you measure the level of success of this service/project?

The number of people that will be enrolled in the project from beginning to the end.

Participation in workshops and activities

Evaluation at each stage and documenting the goals achieved at different stages of the project

Families are able to gain the requisite knowledge and skills and are able to apply these; grow own vegetable and also impart the knowledge and skills to others

Families achieve food sovereignty- are able to grow own health and nutritious food

Readiness

What are the costs involved in establishing this activity/service? Please give the main categories of cost and as close an estimate as you can manage for each category.

Planter Boxes and cost of installation \$3,000

Top Soil, Compost \$500

Seedlings \$2,000

Equipment/tools \$1500

Cost for utility: Storage and water \$500

Managing the project: Admin \$1500

Workshop costs \$2000

Pest and weed management \$500

Fertilizer \$150

Management costs: Koha for Working Group \$2000

How do you anticipate funding these costs? (e.g. funds in hand, grants, fund raising) Please specify which funds have already been secured and which are subject to further work/decisions.

MSD Food security Project (Secured).

Seek further funding to co fund this project

Fund raising

What are the estimated costs of operating the service/project on each year?

After the first year and not taking into account the initial establishment cost it would cost \$7-10,000 to run the project.

How do you anticipate funding these costs?

Fundraising or seek funding from partners.

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Have you prepared a business plan for the service/project? If yes, please supply a copy.

Project document has been presented to PNCC- A detail business plan has not been developed.

Upload Business Plan

No files have been uploaded

Please supply a copy of your most recent audited accounts.

Filename: Trustees in the Papaioea Pasifika Community Trust Annual Report 2022 (002).pdf

File size: 195.8 kB

If you are leasing a property, what is the timeline for making the service/project operational?

Two months after approval of the project is received from PNCC.

Please specify plans for resourcing (equipment, services, people, tools etc.)

To be completed and uploaded

Have you prepared any conceptual and technical plans? Please Upload

No files have been uploaded

Fit with Council Direction

Policy on Use of Public Spaces 2019

Support and Funding Policy - Occupancy of council-owned Property by For-Purpose groups

Purpose: The purpose of this support is to provide to allow for-purpose groups to occupy and operate out of Council owned property for sporting, recreational, community/social services and educational purposes at community rental rates.

Support Priorities: For-purpose groups that contribute to outcomes to achieve goals 2, 3, and/or 4 of Council's strategic direction. For- purpose organisations who are jointly seeking a shared space within a Council-owned building; and their presence fits with the identified space and will maintain or enhance the uniqueness of the space.

Policy on Use of Public Spaces 2019[\[1\]](#)

In considering an application to use public space, and particularly where there are competing applications for the use of public space or high demand for a public space, the Council will consider whether the activity:

- supports the achievement of the Council's goals
- adds to the variety of events or activities available in Palmerston North
- enhances any precinct identities (e.g. Broadway as a hospitality precinct)

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- provides an experience (rather than a simple commercial exchange)
- does not significantly limit the availability of space for general community use.

Council may also consider:

- whether the event or activity is inclusive of and accessible to the wider community
- iwi feedback on the proposed event or activity
- the opportunity to enhance or celebrate the heritage values of the public space
- the opportunity to enhance or celebrate the natural environment of the public space
- the opportunity to contribute to preparedness for emergency response, disaster response, or national security concerns
- potential impact on existing city businesses. Council may require applications to be subject to public consultation where an application is likely to be controversial, or where it is unclear if the proposal is consistent with the overall intent of the policy.

Note that none of the criteria or considerations provided for in this policy outweigh the freedoms guaranteed under the Bill of Rights Act.

[1] <https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/>

Palmerston North Strategic Direction

Goal 1: An Innovative and growing city

Goal 2: A creative and exciting city

Goal 3: A connected and safe community

Goal 4: An eco-city

[Strategic direction | Palmerston North City Council \(pncc.govt.nz\)](https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/)

Please explain how your proposed lease will contribute to one or more goals of Council (it is not necessary to contribute to more than one goal):

Goal 3: A connected and safe community- This project will enhance the social connections of the families that will be part of it; it will also enhance connections with organizations that will provide technical support for the project.

Goal 4: An eco city: This project will ensure in its implementation that sustainable practices are built into project design, implementation and management.

Is the need which this project/service aims to address identified in any other City Council plans or research? If so please indicate the report and relevant sections.

NO

Type of Property (new requests only)

35. Does your group require a building or land only?

Land Only

36. Please describe the type of property you require? Size, type, what attributes must it have etc.

The land required for the project has already been identified in conjunction with the PNCC

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team. Criteria are as follow: Must have exposure to direct sunlight; access to water and also utilities- transport etc.

37. Does the property need to be located in a particular area of the City? If so, where?

YES- At the Pasifika Community Centre- In close proximity to where we have programs so ease of access to those managing the project and also the recipients.

38. Is this location essential or desirable? Please bear in mind that if you mark essential and the Council does not have suitable property in that location then no property at all may be offered.

Desirable

Essential

39. Do you have a location or Council property in mind? If so where?

At the Pasifika Community Centre- Next to the Playground along the fence line.

40. Approximately how long do you anticipate requiring Council property for?

3- 5 years

41. Please attach any other information you wish to supply as part of your application

No files have been uploaded

Declaration

You must agree to the below statements before submitting your application:

New Question

I confirm that all information given or written is true, complete and accurate.

I give authority for Council to use the information provided publicly, such as in a report to the Council, to assess our proposal.