

**Notice of Meeting:**

I hereby give notice that an ordinary meeting of the Community and Culture Committee will be held on:

**Date:** Tuesday 10 May 2022  
**Time:** 10.00 am  
**Venue:** Edinburgh Room, Municipal Chambers, The Octagon, Dunedin

Sandy Graham  
Chief Executive Officer

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## Community and Culture Committee

### PUBLIC AGENDA

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**MEMBERSHIP**

<b>Chairperson</b>	Cr Marie Laufiso	
<b>Deputy Chairperson</b>	Cr Christine Garey	Cr Carmen Houlahan
<b>Members</b>	Cr Sophie Barker	Cr David Benson-Pope
	Cr Rachel Elder	Cr Doug Hall
	Mayor Aaron Hawkins	Cr Mike Lord
	Cr Jim O'Malley	Cr Jules Radich
	Cr Chris Staynes	Cr Lee Vandervis
	Cr Steve Walker	Cr Andrew Whiley
<b>Senior Officer</b>	Simon Pickford, General Manager Community Services	
<b>Governance Support Officer</b>	Rebecca Murray	

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Rebecca Murray  
Governance Support Officer

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**Note:** Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.



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**1 PUBLIC FORUM**

At the close of the agenda no requests for public forum had been received.

**2 APOLOGIES**

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

**3 CONFIRMATION OF AGENDA**

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

## **DECLARATION OF INTEREST**

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### **EXECUTIVE SUMMARY**


1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes/Amends** if necessary the Elected Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Community and Culture Committee Register of Interest	6

Community and Culture Committee Register of Interest - Current as at 3 May 2022				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Mayor Aaron Hawkins	Trustee	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Trustee	St Paul's Cathedral Foundation	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Thank You Payroll	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	ICLEI Oceania Regional Executive	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Hospital Local Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Theatre Trust (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Otago Polytech's Research Centre of Excellence	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	LGNZ National Council	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Alexander McMillan Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Cosy Homes Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	LGNZ Policy Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Resource Management Steering Group (Ministry for the Environment Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand Zone 6 Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Sophie Barker	Director	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Property Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Beneficiary	Sans Peur Trust (Larnach Castle)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Mentor	Business Mentors NZ	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker Cont.	Member	Southern Heritage Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Friends Otago Museum	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Orokonui Ecosanctuary	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Heritage Fund Trust (Council appointment)	Duty to Trust may conflict with duties of Council Office	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Settlers Association (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Vegetable Growers Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Otago Anniversary Day Dinner	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Gas Works Museum Trust (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
Cr David Benson-Pope	Owner	Residential Property Ownership in Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Yellow-eyed Penguin Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Heritage Fund Trust (Council appointment)	Duty to Trust may conflict with duties of Council Office	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Delegation holder	Second Generation District Plan (2GP) Authority to Resolve Appeals on behalf of Council (Council appointment)	No conflict identified.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Hospital Local Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Regional Transport Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Commissioner (Community Representative)	District Licensing Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Rachel Elder	Owner	Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Greater South Dunedin Action Group	Decisions may be considered on the future of South Dunedin.	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Host Parent	Otago Girls High School	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Rachel Elder Cont.	Advisor/Support Capacity	Kaffelagic	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Trails Networks Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Southern Urban Dunedin Community Response Group	Decisions about emergency response recovery may be conflicted	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Disability Issues Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Christine Garey	Trustee	Garey Family Trust - Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Creative Dunedin Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Women of Ōtepoti	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Symphony Orchestra Foundation Board of Trustees (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Theomin Gallery Management Committee (Olveston) (Council appointment)	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chair	Grants Subcommittee (Council Appointment)	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Local Government New Zealand Zone 6 Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Doug Hall	Director/Owner	Hall Brothers Transport Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Crane Hire	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Wood Recyclers Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Concrete Crushing Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Anzide Properties Ltd - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	The Woodshed 2014 Limited	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Owner	Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Doug Hall Cont.	Shareholder	Farmlands	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ravensdown Fertiliser	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	PGG Wrightson	Currently no likely conflict	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Silver Fern Farms	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Valley View Development Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Geekfix Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Milburn Processing Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Appellant	2GP	Appellant to the 2GP	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Financial Donor	Dunedin North Community Patrol	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Donor of the use of a building free of charge to the group	North Dunedin Blokes Shed	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Partner	Highland Helicopters	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Supplier	Southweight Truck and Weights for testing Weighbridges Otago & Southland	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Carmen Houlihan	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Rental Property - North Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Part Owner	Adobe Group Ltd, Wanaka	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Property Investors Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Company Owner/Sole Director	Shelf Company - RU There	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Startup Business	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Carmen Houlahan Cont.	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council appointment)	Possible grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Dunedin Public Art Gallery Society (Council appointment)	Possible grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Mosgiel Taieri Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Marie Laufiso	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Community Building Trust - Trust Owner of Property 111 Moray Place	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Otago Mental Health Support Trust	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
	Member	Women of Ōtepoti Recognition Initiative	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Family Member	Staff member a relative	Potential conflict depending on level of staff member involvement	Managed by staff at officer level if a perceived conflict of interest arises.
	Secretary	Brockville Improvements and Amenities Society (BIAS)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Corso Ōtepoti Dunedin Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Dunedin Manufacturing Holdings Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	National Communications Officer	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Dunedin Branch Treasurer	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party of Aotearoa New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Age Concern (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Abrahamic Interfaith Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Dunedin Refugee Steering Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Grants Subcommittee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Social Well Being Advisory Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Mike Lord	Trustee	ML Lord Family Trust - Owner of Residential Properties - Dunedin	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Fonterra	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Mike Lord Cont.	Member	Federated Farmers	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Mosgiel Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel RSA	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Federated Farmers Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Otago Rural Support Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Youth Adventure Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Strath Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Hereweka Harbour Cone Trust (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	District Licensing Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Jim O'Malley	Owner	Biocentrix Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Association Football Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin Incorporated (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waikouaiti Coast Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Jules Radich	Shareholder	Izon Science Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Jules Radich Cont.	Shareholder	Taurikura Drive Investments Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Golden Block Developments Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Cambridge Terrace Properties Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Southern Properties (2007) Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Arrenway Drive Investments Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Golden Centre Holdings Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	IBMS Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Raft Holdings Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Otago Business Coaching Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Effectivise Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Athol Street Investments Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Allandale Trustee Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Aberdeen St No2 Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Road Safety Action Plan	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Chris Staynes	100% Shareholder/Director	Panorama Developments Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment - alternate)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairman	Cargill Enterprises	Contractor and service provider to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Director	Wine Freedom	Supplier to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Patron	Otago Model Engineering Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Balmacewen Lions Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Southland Manufacturers Association Trust	Possible co-funder of ED project. Duties to the Trust may conflict with duties of Council	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Chris Staynes Cont.	Life Member	Otago Chamber of Commerce	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Cancer Society of Otago/Southland	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	NZ Cancer Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Patearoa Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	Balmacewen Lions	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	CJ and CA Staynes Family Trust - Property Owner - Dunedin and Patearoa	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	George Street Wines Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Saddle Hill Investment Trust Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Association of Amateur Radio and Transmitters	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Trustee	Theomin Gallery Trust (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chairman	Grow Dunedin Partnership (Council appointment)	Duties may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Shanghai Association (Sister City Society) (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Trustee	For Trades Apprenticeship Training Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Social Well Being Advisory Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand Zone 6 Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Lee Vandervis	Director	Lee Vandervis, Antonie Alm-Lequeux and Cook Allan Gibson Trustee Company Ltd - Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Bunchy Properties Ltd - Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Vandervision Audio and Lighting - Hire, Sales and Service Business	May contract and provide service to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
Cr Steve Walker	Chairperson	Dunedin Wildlife Hospital Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Chairperson	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Member	Orokonui Ecosanctuary	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Port Chalmers Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Steve Walker Cont.	Member	Keep New Zealand Beautiful	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Society of Beer Advocates	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Port Chalmers Historical Society	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Sea Lion Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Edinburgh Sister City Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Ao Turoa Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment - alternate)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	West Harbour Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Andrew Whiley	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Golf Club	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin South Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	New Zealand Professional Golfers Assn	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairman	Volunteer South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otaru Sister City Society (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Andrew Whiley Cont.	Member	Dunedin Public Art Gallery Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Grow Dunedin Partnership (Council appointment - alternate)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	NZ Masters Games Trust Board (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Masters Games (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chair	Dunedin Community House Executive Committee	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Puketāi Residential Centre Liaison Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Property Investors Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Chisholm Links Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

## CONFIRMATION OF MINUTES

### COMMUNITY AND CULTURE COMMITTEE MEETING - 5 APRIL 2022

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#### RECOMMENDATIONS

That the Committee:

**Confirms** the minutes of the Community and Culture Committee meeting held on 05 April 2022 as a correct record.

#### Attachments

	Title	Page
A 	Minutes of Community and Culture Committee meeting held on 5 April 2022	17



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## **Community and Culture Committee**

### **MINUTES**

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**Minutes of an ordinary meeting of the Community and Culture Committee held via audio visual link on Tuesday 05 April 2022, commencing at 1.00 pm**

#### **PRESENT**

<b>Chairperson</b>	Cr Marie Laufiso	
<b>Deputy Chairperson</b>	Cr Christine Garey	Cr Carmen Houlahan
<b>Members</b>	Cr Sophie Barker	Cr David Benson-Pope
	Cr Rachel Elder	Cr Doug Hall
	Mayor Aaron Hawkins	Cr Mike Lord
	Cr Jim O'Malley	Cr Jules Radich
	Cr Chris Staynes	Cr Lee Vandervis
	Cr Steve Walker	Cr Andrew Whiley

#### **IN ATTENDANCE**

Sandy Graham (Chief Executive Officer), Simon Pickford (General Manager Community Services), Jeanette Wikaira (Manahautū – General Manager Māori, Partnerships and Policy), Robert West (General Manager Corporate and Quality), Joy Lanini (Manager Community Development and Events), Gill Brown (Housing Action Plan Advisor) and Clare Sullivan (Manager Governance)

**Governance Support Officer** Lynne Adamson

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#### **KARAKIA AND TRIBUTE TO MATUA DR TE MOANA NUI A KIWA JACKSON (MOANA)**

Komene Cassidy provided a Karakia and Tribute to the late Matua Dr Te Moana Nui A Kiwa Jackson, renowned legal scholar who passed away recently.

#### **1 PUBLIC FORUM**

There was no Public Forum.

**2 APOLOGIES**

There was an apology from Cr Doug Hall.

Moved (Cr Marie Laufiso/Cr Rachel Elder):

That the Committee:

**Accepts** the apology from Cr Doug Hall.

**Motion carried**

**3 CONFIRMATION OF AGENDA**

Moved (Cr Marie Laufiso/Cr Carmen Houlahan):

That the Committee:

**Confirms** the agenda without addition or alteration.

**Motion carried**

**4 DECLARATIONS OF INTEREST**

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Moved (Cr Marie Laufiso/Cr Carmen Houlahan):

That the Committee:

- a) **Notes** the Elected Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected Members' Interests.

**Motion carried**

**5 CONFIRMATION OF MINUTES**

**5.1 COMMUNITY AND CULTURE COMMITTEE MEETING - 15 FEBRUARY 2022**

Moved (Cr Marie Laufiso/Cr Christine Garey):

That the Committee:

**Confirms** the minutes of the Community and Culture Committee meeting held on 15 February 2022 as a correct record.

**Motion carried**

**PART A REPORTS****6 ACTIONS FROM RESOLUTIONS OF COMMUNITY AND CULTURE COMMITTEE MEETINGS**

The report detailed the open and completed actions from resolutions of the Community and Culture Committee meetings from the start of the triennium in October 2019.

The Chief Executive Officer (Sandy Graham) responded to questions.

Moved (Cr Marie Laufiso/Cr Carmen Houlahan):

That the Committee:

**Notes** the open actions from resolutions of the Community and Culture Committee meetings.

**Motion carried**

**7 COMMUNITY AND CULTURE COMMITTEE FORWARD WORK PROGRAMME**

The report provided an update of the Community and Culture Committee forward work programme.

Moved (Cr Marie Laufiso/Cr Steve Walker):

That the Committee:

**Notes** the Community and Culture Committee forward work programme.

**Motion carried**

**8 HOUSING ACTION PLAN UPDATE**

This report provides an update on the Housing Action Plan ('the Plan'), and an overview of the meetings the Housing Plan Advisor ('the Advisor') has held with stakeholders, as well as the key themes that are emerging from those meetings.

The General Manager Corporate and Quality (Robert West) and Housing Action Plan Advisor (Gill Brown) spoke to the report and responded to questions.

Moved (Cr Carmen Houlahan/Cr Andrew Whiley):

That the Committee:

**Notes** the Housing Action Plan update.

**Motion carried**

**9 DUNEDIN FORMER REFUGEE STEERING GROUP**

This report provided details of the three-year Resettlement Action Plan developed by the Dunedin Refugee Steering Group and the approval of the updated Terms of Reference for the Dunedin Former Refugee Steering Group.

The General Manager (Simon Pickford) and Manager Community Development and Events (Joy Lanini) spoke to the report and responded to questions.

Moved (Chairperson Marie Laufiso/Cr Steve Walker):

That the Committee:

- a) **Notes** the Resettlement Action Plan developed by the Dunedin Former Refugee Steering Group.
- b) **Approves** the Terms of Reference presented for the Dunedin Former Refugee Steering Group.

**Motion carried (COM/2022/001)**

**10 ITEMS FOR CONSIDERATION BY THE CHAIR**

The Mayor requested consideration be given as to how the advocacy workstream of the Housing Action Plan be coordinated.

The meeting concluded at 1.47 pm .

.....  
CHAIRPERSON

## PART A REPORTS

### ACTIONS FROM RESOLUTIONS OF COMMUNITY AND CULTURE COMMITTEE MEETINGS

Department: Civic

#### EXECUTIVE SUMMARY

- 1 The purpose of this report is to detail the open and completed actions from resolutions of the Community and Culture Committee meetings from the start of the triennium in October 2019 (Attachment A).
- 2 As this report is an administrative report only, there are no options or Summary of Considerations.

#### RECOMMENDATIONS

That the Committee:

**Notes** the open actions from resolutions of the Community and Culture Committee meetings shown in Attachment A.

#### NEXT STEPS

- 3 Updated actions report will be provided to future meetings of the Community and Culture Committee.

#### Signatories

Author:	Rebecca Murray - Governance Support Officer
Authoriser:	Clare Sullivan - Manager Governance

#### Attachments

	Title	Page
<a href="#">A</a>	Community and Culture Committee Public Open Actions from Resolutions as at May 2022	23



PUBLIC OPEN ACTIONS - COMMUNITY AND CULTURE COMMITTEE RESOLUTIONS 2019-2022						
Meeting Date	Resolution	Report	Resolution or Action to be Taken	Group	Due Date	Status
11 February 2020	COM/2020/006	Non-Financial Activity Report for the two quarters ending 31 December 2019	Noting - Octagon Public Art Installation	Creative Partnerships	31 December 2021	<b>March 2022</b> - Removal of damaged penguin mural and installation of tiles made by Ayesha Green to be arranged with PARS.
4 August 2020	COM/2020/020	Non-Financial Activity Report for the two quarters ending 30 June 2020	Noting - Chinese New Year Celebrations - The events team is planning further sustainability measures for Civic events and will implement these in Summer 2021.	Community	31 December 2021	<b>March/May 2022</b> - Work on an events sustainability and accessibility programme has been delayed due to COVID and major events work.
15 June 2021	COM/2021/018	Non-Financial Activity Report for the quarter ending 31 March 2021	Noting - Te Rauone Reserve Refurbishment	Creative Partnerships	31 December 2021	<b>May 2022</b> - Quotes accepted by working party for fabrication and installation of sculptural elements. Work ongoing with artist to finalise details of construction; timeline for installation to be confirmed with PARS team.





## COMMUNITY AND CULTURE COMMITTEE FORWARD WORK PROGRAMME

Department: Corporate Policy

### EXECUTIVE SUMMARY

- 1 The purpose of this report is to provide a regular update of the Community and Culture Committee forward work programme to show areas of activity, progress and expected timeframes for decision making across a range of areas of work. (Attachment A).
- 2 As this is an administrative report only, there are no options or Summary of Considerations.

### RECOMMENDATIONS

That the Committee:

**Notes** the Community and Culture Committee forward work programme as shown in Attachment A.

### DISCUSSION

- 3 The forward work programme is a regular agenda item which shows areas of activity, progress and expected timeframes for decision making across a range of areas of work.
- 4 As an update report, purple highlights show changes to timeframes. New items added to the schedule are highlighted in yellow. Items that have been completed or updated are shown as bold. Months where no Committee meetings are scheduled are highlighted as grey.

### NEXT STEPS

- 5 An updated report will be provided to future meetings of the Community and Culture Committee.

### Signatories

Author:	Sharon Bodeker - Corporate Planner
Authoriser:	Simon Pickford - General Manager Community Services

### Attachments

Title	Page
<a href="#">A</a> Community & Culture Committee Forward Work Programme - May 2022	26

Key	
New item	
Changes to timeframes	
Completed; progress to date update	<b>Bold</b>
No meeting month	

Community and Culture Committee Forward Work Programme 2021/2022 - May 2022								
Area of Work	Reason for Work	Council role (decision and/or direction)	Expected timeframe					
			Apr	May	June	July	Aug	Sept
Community and Culture Non-Financial Activity Report, incorporating the Otago Museum update	To update the Committee on the activities of the departments reporting to Community and Culture	Notes the Non-Financial Activity Report.  <b>Progress to date:</b> An activity report for the period ending 31 March is on the agenda.		Report				
Minutes	Work of the: Grants Subcommittee Toitū Otago Settlers Museum Board	Noting the minutes from the meetings of the Grants Subcommittee and the Toitū Otago Settlers Museum Board.  <b>Progress to date:</b> Minutes from both the Grants Subcommittee and the Toitū Otago Settlers Museum Board will be presented to the July 2022 meeting.				Report		
Housing Action Plan	Implementation of the Housing Action Plan developed by the Mayor's Taskforce for Housing	Note update reports on the Housing Action Plan. Approve an implementation plan.  <b>Progress to date:</b> An update report was presented to the April 2022 meeting.	Report	Ongoing work				

Area of Work	Reason for Work	Council role (decision and/or direction)	Expected timeframe					
			Apr	May	June	July	Aug	Sept
Updates from Advisory Group meetings	Receive minutes and/or updates from advisory and steering groups that relate to the Committee's areas of responsibility.	Notes the minutes and/or updates from advisory and steering groups including the Social Well-being Advisory Group, Disabilities Issues Advisory Group and Dunedin Refugee Steering Group.  <b>Progress to date:</b> A report providing the minutes and updates from the advisory and steering groups will be presented to the July C&C Committee meeting.				Report		
Māori Pāsifika Innovation Funds	Development of criteria for the funds	Consider and decide on the criteria for the Māori and Pāsifika Innovation Funds.  <b>Progress to date:</b> A workshop with Māori and Pāsifika representatives was held in January 2022 on criteria for the fund. A funding round will be opened in May, for funds to be allocated before 30 June 2022.						
Sims building	Working with the Port Chalmers Foundry Trust on remediation of the site.	Notes update reports.  <b>Progress to date:</b> A report was presented to the January 2022 Annual Plan Council meeting, providing an update on work with the Trust. A further update report will be presented to the July 2022 C&C Committee.				Report		

Area of Work	Reason for Work	Council role (decision and/or direction)	Expected timeframe					
			Apr	May	June	July	Aug	Sept

Completed work from last schedule:		
Area of Work	Reason for Work	
Dunedin Youth Council Report	To update the Committee on the activities of the Dunedin Youth Council.	An update report was presented to the February 2022 Committee meeting.

## **COMMUNITY AND CULTURE ACTIVITY REPORT FOR THE PERIOD TO 31 MARCH 2022**

Department: Arts and Culture and Community and Planning

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### **EXECUTIVE SUMMARY**

- 1 This report provides an update on progress towards achieving levels of service for the Galleries, Libraries and Museums, incorporating Ara Toi and City of Literature activities, and Community Development and Events, for the period 1 July 2021 to 31 March 2022, as provided in Attachment A and Attachment B.
- 2 As this is an administrative report only, there are no options or Summary of Considerations.

### **RECOMMENDATIONS**

That the Committee:

**Notes** the update reports on the Galleries, Libraries and Museums, and Ara Toi activities as provided in Attachment A, and the Community Development and Events activities as provided in Attachment B.

### **DISCUSSION**

- 3 The 10 year plan sets out the activities undertaken by Council. Each activity has levels of service that describe what Council will provide to the community, along with measures and targets used to assess the level of achievement in delivering those activities. Council reports on its achievement of all levels of service through its Annual Report.
- 4 Attachments A and B report on progress towards achieving the levels of service, measures and targets as detailed in the 10 year plan for Galleries, Libraries and Museums, Ara Toi and City of Literature, and for Community Development and Events for the nine months to 31 March 2022. Information on specific areas of work is also provided.
- 5 The Residents' Opinion Survey (ROS) is used by Council to measure achievement of some of its levels of service, and the results from the survey are shown in the attached activity reports. Respondents of the survey are asked to rate their satisfaction levels for some activities on a scale of 1-10 from very dissatisfied to very satisfied.
- 6 The survey is carried out on a continuous monthly basis, with the aim of getting 100 responses each month. This provides a sample size of around 1,200 for the year, with a nine monthly sample size of around 900 residents. A sample size of 900 has an expected margin of error (at the 95% confidence interval) of  $\pm 3.3\%$ .

- 7 As part of the Strategic Framework Refresh project, a review is underway of both levels of service and the DCC's suite of survey tools, including the ROS survey, to improve how we measure and report on our performance, and how we monitor wellbeing.

### NEXT STEPS

- 8 An update report for the 12 months to 30 June 2022 will be presented to Council later in the year.

### Signatories

Author:	Cam McCracken - Director DPAG, Toitū, Lan Yuan and Olveston Kirsten Glengarry - Manager Creative Partnerships Joy Lanini - Manager Community Development and Events
Authoriser:	Simon Pickford - General Manager Community Services Jeanette Wikaira - Manahautū (General Manager Māori Partnerships and Policy)

### Attachments

	Title	Page
<a href="#">A</a>	Galleries, Libraries and Museums Activity Report	31
<a href="#">B</a>	Community Development and Events Activity Report	50

## Galleries, Libraries, and Museums

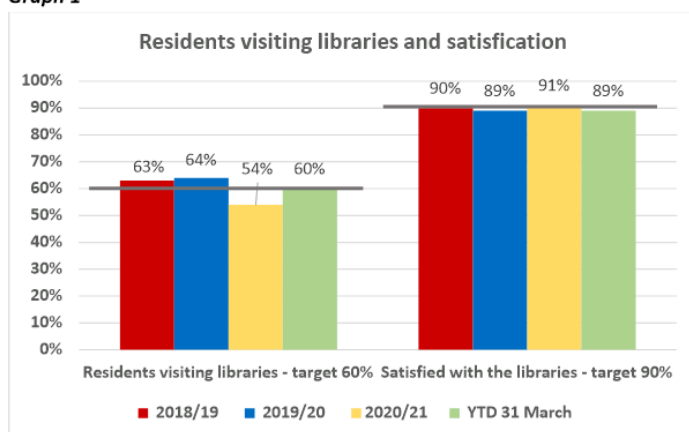
Activity report for the period  
1 July 2021 – 31 March 2022

## Galleries, Libraries and Museums

### Libraries

Level of Service – Library facilities are accessible, and collections are maintained and updated to meet the needs of the community		Achieved?
<b>Measure:</b>	Percentage of residents who visit Dunedin Public Libraries at least once in a year.  Percentage of residents who visited and were satisfied with the libraries.	Target is in progress
<b>Performance target:</b>	60% or more residents will visit the libraries. 90% or more residents who visited are satisfied.	
<b>Achievement to date:</b>	60% of residents have visited the libraries to date, and 89% of those residents were satisfied with them.	
<b>Data source:</b>	Residents Opinion Survey	

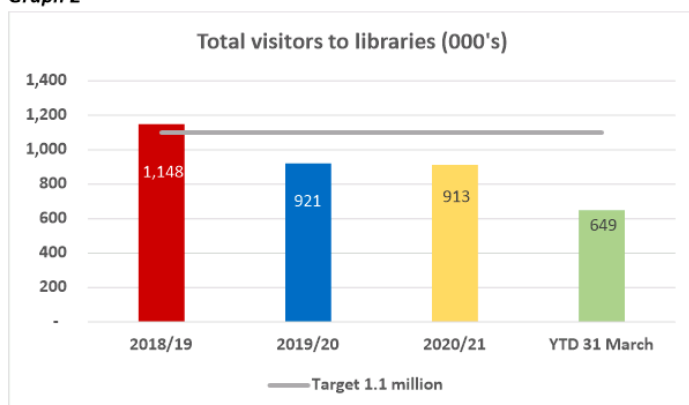
**Graph 1**



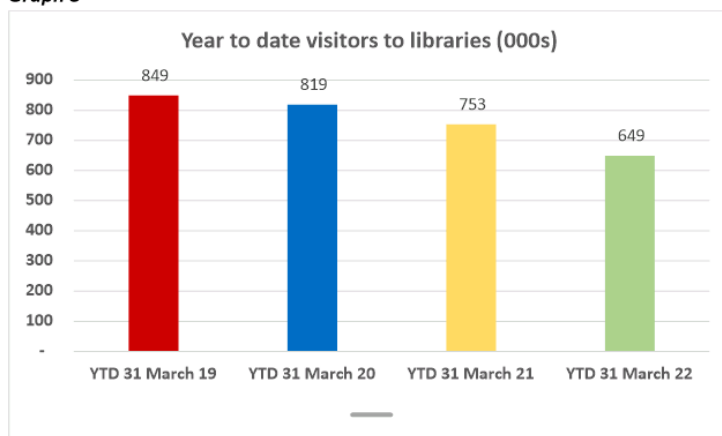
<b>Measure:</b>	Total number of visits to Dunedin Public Libraries annually	Target is not being achieved.
<b>Performance target:</b>	1.1 million or more visits to the libraries.	
<b>Achievement to date:</b>	To date there has been 649,027 visits to the libraries.	
<b>Data source:</b>	Internal data	



**Graph 2**



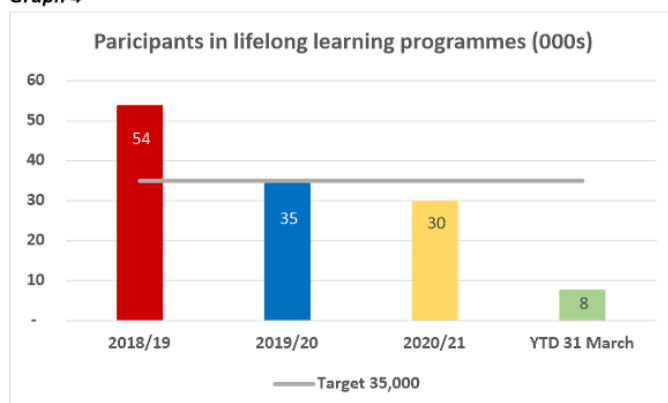
**Graph 3**



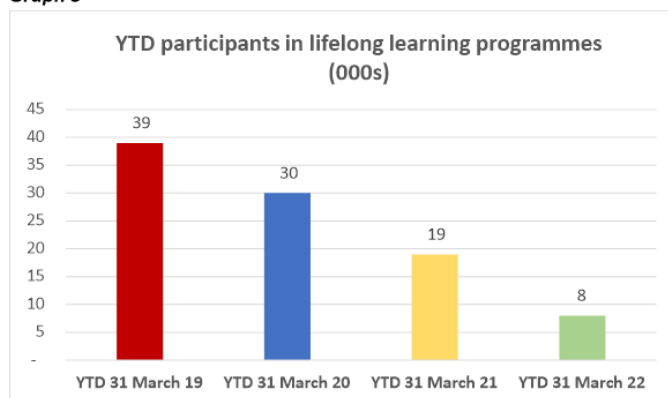
- 1 Library visitation is down due to the impact of COVID-19 Alert Level 4, 3 and 2 restrictions, but improving under the COVID-19 Protection Framework with fewer restrictions.

<b>Measure:</b>	Number of participants in lifelong learning programmes conducted by the library annually.	Target is not being achieved.
<b>Performance target:</b>	35,000 or more participants.	
<b>Achievement to date:</b>	To date there has been 7,772 participants in lifelong learning programmes.	
<b>Data source:</b>	Internal data	

**Graph 4**



**Graph 5**



- 2 Participation in public programmes is significantly down due to the impact of COVID-19 restrictions. Public programmes in all Libraries have been cancelled during COVID-19 Alert Level 4, 3 and 2 and only starting to be offered again under the COVID-19 Protection Framework.

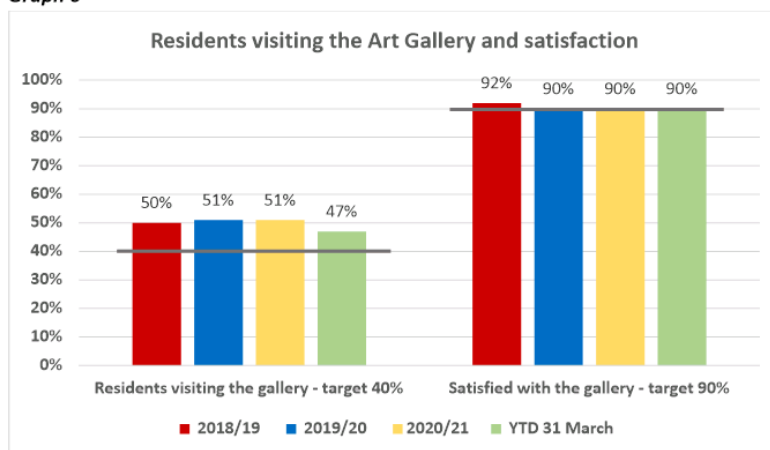
**Specific areas of work:**

- 3 The New Zealand Libraries Partnership Programme funded secondments in the Reading Promotion Coordinator and Youth Engagement Coordinator roles have contributed to the increasing number of library public programmes and participants during the period January to March 2022.
- 4 The Library has accepted a donation of Ralph Hotere's private library with over 500 items including books signed by or dedicated to the artist, along with books which inspired Hotere's work, sketch books and ephemeral materials. The collection is currently being catalogued and will become a Special Collection and the subject of an exhibition later in 2022.

*Dunedin Public Art Gallery*

<b>Level of Service – the Dunedin Public Art Gallery provides access to a diverse visual art experience which meets the expectations of visitors and the collection is managed according to international best practice.</b>		<b>Achieved?</b>
<b>Measure:</b>	Percentage of residents who visit Dunedin Public Art Gallery at least once in a year.  Percentage of residents who visited and were satisfied with their visit to the Dunedin Public Art Gallery.	Target is being achieved
<b>Performance targets:</b>	40% or more residents will visit the gallery. 90% or more residents who visited are satisfied.	
<b>Achievement to date:</b>	47% of residents have visited the gallery to date, and 90% of those residents were satisfied with their experience.	
<b>Data source:</b>	Residential Opinion Survey	

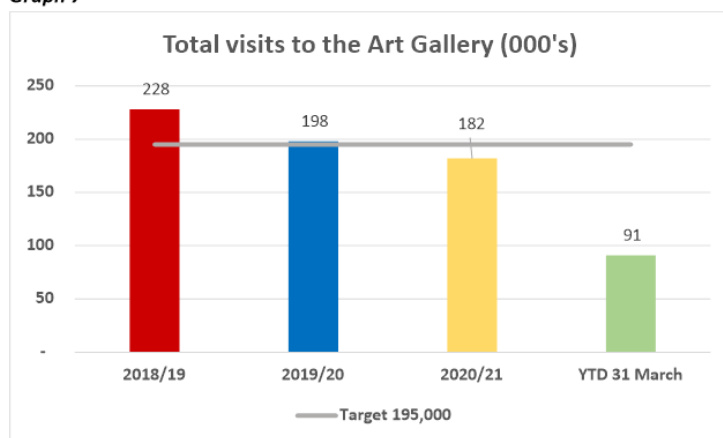
**Graph 6**



- 5 Residents visiting the Gallery is slightly down on previous years, the slight decline YTD is due to the impact of COVID-19 restrictions affecting opening and the visitor offering. The satisfaction rate remains at 90% the same as previous years.

<b>Measure:</b>	Total number of visits to Dunedin Public Art Gallery.	Target is not being achieved.
<b>Performance targets:</b>	195,000 or more visits.	
<b>Achievement to date:</b>	To date there have been 91,000 visitors to the gallery.	
<b>Data source:</b>	Internal data	

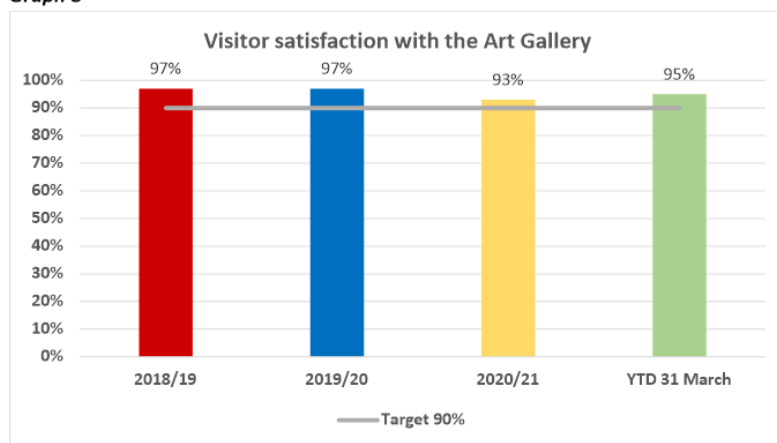
**Graph 7**



- 6 Art Gallery visitation is down due to the impact of COVID-19 restrictions. This has also affected public programmes and commercial events.

<b>Measure:</b>	Level of visitor satisfaction with Dunedin Public Art Gallery.	Target is being achieved.
<b>Performance targets:</b>	90% or more satisfied.	
<b>Achievement to date:</b>	95% of visitors were satisfied with the gallery.	
<b>Data source:</b>	Visitor surveys	

**Graph 8**



- 7 The visitor satisfaction level with the Gallery was 95% for YTD in line with results achieved in previous years.

<b>Measure:</b>	Percentage of designated exhibition galleries that are committed to displays from the permanent collection.	Target is being achieved.
<b>Performance targets:</b>	40% or more of designated exhibition galleries committed.	
<b>Achievement to date:</b>	To date, 60% of exhibition galleries have been committed to displays from the permanent collection (2020/21: 60%).	
<b>Data source:</b>	Internal data	

- 8 The entire ground floor of the Art Gallery is currently displaying works almost exclusively from the permanent collection which represents 60% of the Gallery.

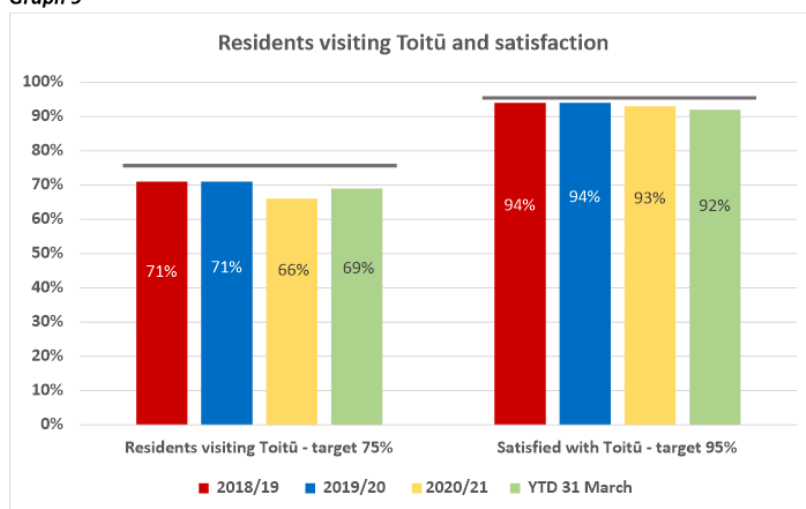
**Specific areas of work:**

- 9 A major survey exhibition of work by artist Joanna Margret Paul (1945-2003) opened at the Gallery in early August. *“imagined in the context of a room”* showcases Paul’s multi-disciplinary practice spanning drawing, painting, poetry, photography and film. The Gallery has produced an accompanying 200-page catalogue which was a longlisted finalist in the Ockham New Zealand Book Awards.
- 10 Public programmes were cancelled this reporting period due to COVID-19 restrictions and Schools programmes have been restricted to small groups.
- 11 Over the summer period the Gallery exhibited *Paemanu: Tauraka Toi - A Landing Place* which occupied the foyer and the six galleries on the first floor of the Dunedin Public Art Gallery. This large show was co-curated by Gallery staff and a team of Kāi Tahu contemporary artists and Paemanu trustees.

*Toitū Otago Settlers Museum*

<b>Level of Service – the Toitū Otago Settlers Museum (Toitū) facilities provide access to a diverse social history experience which meets the expectations of visitors.</b>		<b>Achieved?</b>
<b>Measure:</b>	Percentage of residents who visit Toitū at least once in a year. Percentage of residents who visited and were satisfied with their visit to Toitū.	Target is not being achieved
<b>Performance targets:</b>	75% or more residents will visit Toitū. 95% or more residents who visited are satisfied.	
<b>Achievement to date:</b>	69% of residents have visited Toitū to date, and 92% of those residents were satisfied with their experience.	
<b>Data source:</b>	Residential Opinion Survey	

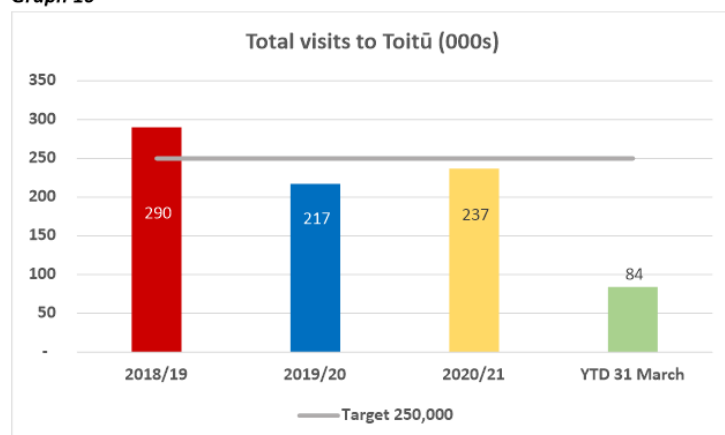
**Graph 9**



12 Residents visiting Toitū is up slightly on the previous year with the satisfaction level comparable to last year.

<b>Measure:</b>	Total number of visits to Toitū annually.	Target is not being achieved
<b>Performance targets:</b>	250,000 or more visits to Toitū.	
<b>Achievement to date:</b>	To date there have been 84,000 visitors to Toitū.	
<b>Data source:</b>	Internal data	

**Graph 10**



- 13 Toitū visitation is down due to the impact of COVID-19 restrictions. This has also had a significant effect on public programmes and commercial events.

<b>Measure:</b>	Number of special exhibitions, public programmes and events staged per year at Toitū.	To be reported at year end.
<b>Performance targets:</b>	100 or more per year.	
<b>Achievement to date:</b>	To date there have been 33 special exhibitions, public programmes and events (2020/21: 105).	
<b>Data source:</b>	Annual status analysis.	

- 14 There have been 29 events/programmes at Toitū. This number is down due to the impact of COVID-19 Alert restrictions.

<b>Measure:</b>	Level of visitor satisfaction with Toitū.	To be reported at year end.
<b>Performance targets:</b>	4.5 out of 5 stars as at 30 June.	
<b>Achievement to date:</b>	This measure will be reported on at the year end.	
<b>Data source:</b>	Trip advisor	

**Specific areas of work:**

- 15 A 1954 Dennis Fire Appliance was loaned to the Museum by the Dunedin Fire Brigade Restoration and will be displayed in the future as part of the display in the NZR Transport Gallery.
- 16 The Big Day exhibition has opened in the Material Culture gallery with a selection of objects from the extensive costume collection of wedding apparel dating from the 1860s until the present day. A number of accompanying public programmes will be offered as part of this exhibition.

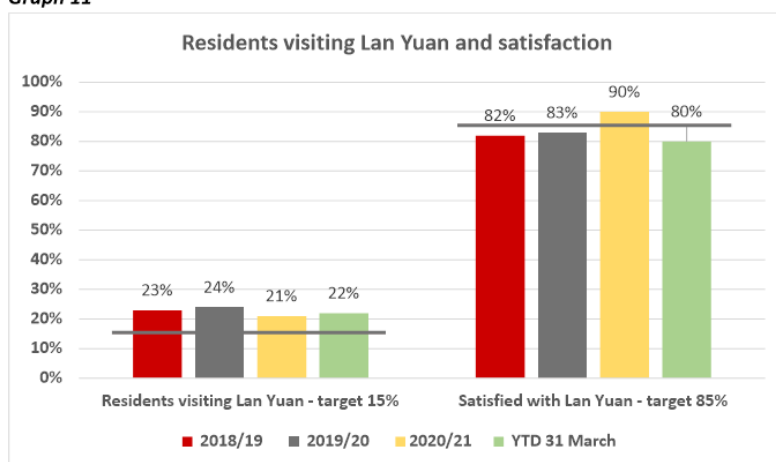
- 17 During December, *Pixie Town* was staged at the Museum. This exhibit continues to be popular. Santa Claus was also present for family Christmas photos.



**Lan Yuan Chinese Garden**

<b>Level of Service – visitors enjoy an authentic Chinese architectural and cultural experience</b>		<b>Achieved?</b>
<b>Measure:</b>	Percentage of residents who visit Lan Yuan Chinese Garden at least once in a year.  Percentage of residents who visited and were satisfied with their visit to Lan Yuan Chinese Garden.	Target is partially achieved.
<b>Performance targets:</b>	15% or more residents will visit the garden.  85% or more residents who visited are satisfied.	
<b>Achievement to date:</b>	22% of residents have visited Lan Yuan Chinese Garden to date, and 80% of those residents were satisfied with their experience.	
<b>Data source:</b>	Residential Opinion Survey	

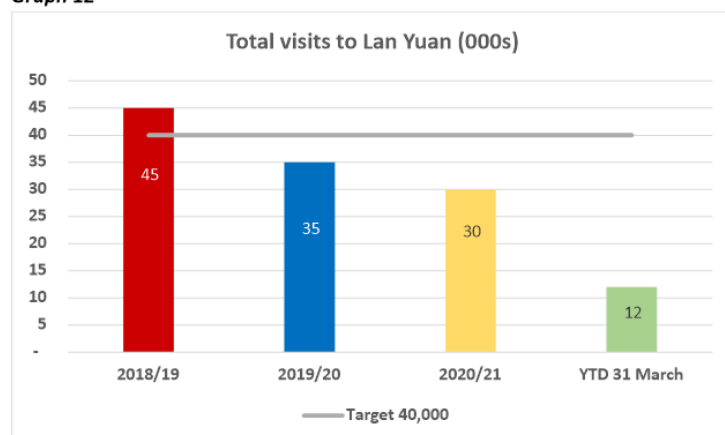
**Graph 11**



18 The percentage of residents visiting Lan Yuan is above target YTD. Satisfaction levels are below target but the reason is unclear at this stage.

<b>Measure:</b>	Total number of visits to Lan Yuan Chinese Garden annually.	Target is not being achieved
<b>Performance targets:</b>	40,000 or more visits to the garden.	
<b>Achievement to date:</b>	To date there has been 12,000 visitors to Lan Yuan Chinese Garden.	
<b>Data source:</b>	Internal data	

**Graph 12**



19 Lan Yuan visitation is down due to the impact of COVID-19 restrictions and the international border being closed.

<b>Measure:</b>	Level of visitor satisfaction with Lan Yuan Chinese Garden.	To be reported at year end
<b>Performance targets:</b>	4.0 out of 5 stars as at 30 June.	
<b>Achievement to date:</b>	This measure will be reported on at the year end.	
<b>Data source:</b>	Trip advisor	

**Specific areas of work:**

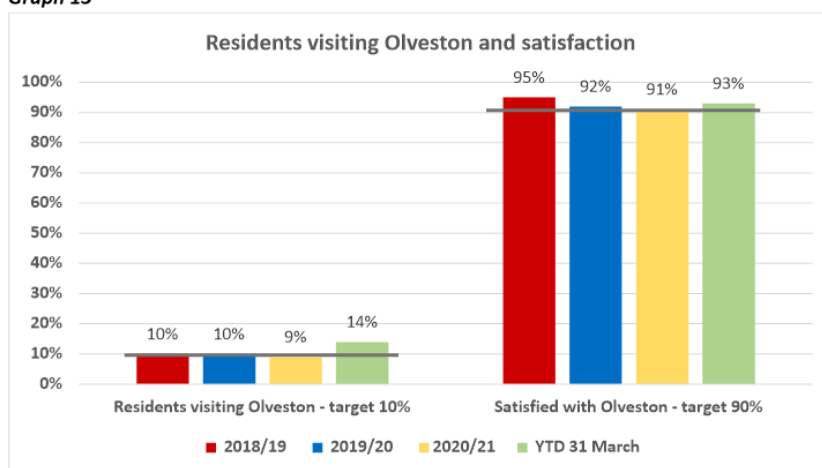
20 The September Moon Festival was held online due to COVID-19 restrictions.

21 Chinese New Year was not staged in its traditional format this year due to COVID-19 restrictions on events. Instead, public were offered a discounted \$5 entry and complimentary fortune cookies, which staff report was well received. In addition, an online festival was curated including recipes, crafts, and a message from Chinese Consul General.

*Olveston Historic House*

Level of Service – visitors enjoy an authentic experience at Olveston Historic House		Achieved?
<b>Measure:</b>	Percentage of residents who visit Olveston at least once in a year.  Percentage of residents who visited and were satisfied with their visit to Olveston.	Target is being achieved
<b>Performance targets:</b>	10% or more residents will visit the garden.  90% or more residents who visited are satisfied.	
<b>Achievement to date:</b>	14% of residents have visited Olveston to date, and 93% of those residents were satisfied with it.	
<b>Data source:</b>	Residential Opinion Survey	

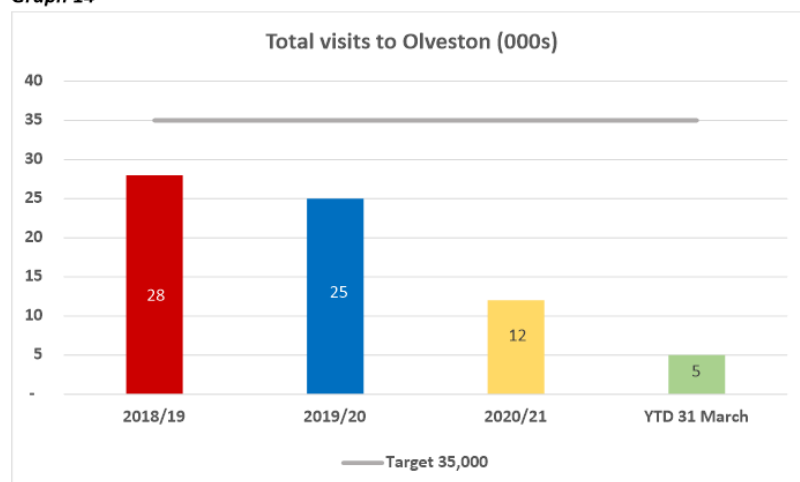
**Graph 13**



- 22 The percentage of Residents visiting has exceeded the target set. Visitor satisfaction targets have also been exceeded.

<b>Measure:</b>	Total number of visits to Olveston annually	Target is not being achieved.
<b>Performance targets:</b>	35,000 or more visits to Olveston.	
<b>Achievement to date:</b>	To date there has been 5,000 visitors to Olveston	
<b>Data source:</b>	Internal data	

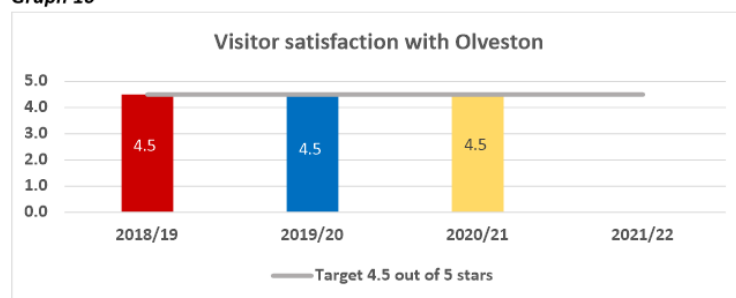
**Graph 14**



- 23 Visitation numbers year to date have been lower than the previous year. With the presence of COVID-19 in communities throughout the country more people holidayed close to home. This saw a large downturn in numbers over what would normally be a steady summer period. This resulted in 14 tours being cancelled at Olveston.

<b>Measure:</b>	Level of visitor satisfaction with Olveston.	To be reported at year end
<b>Performance targets:</b>	4.5 out of 5 stars as at 30 June	
<b>Achievement to date:</b>	This measure will be reported on at the year end.	
<b>Data source:</b>	Trip advisor	

**Graph 16**



**Specific areas of work:**

- 24 **Matariki** – working with the Ake Ake Theatre Company, two sessions of music and storytelling were held at Olveston, celebrating Matariki.

- 25 **High Tea** – five high tea events were held.

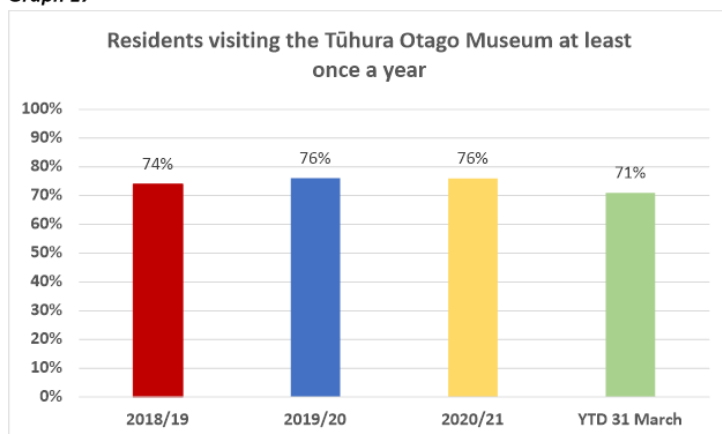
- 26 **Dine Dunedin** – two sold out events were held during the period, a formal dinner, and a “Black Dinner” mystery location event. Both events included a tour of the house and fine dining.
- 27 **Tourism New Zealand Live Feed with South East Asia** – promoting Dunedin and Olveston to 218 travel agents.
- 28 **Rhododendron festival** – tour of the house and garden followed by High Tea in the Great Hall.
- 29 **A Night To Die For** – two interactive shows - one public and one for a private company.
- 30 **Women’s Cricket World Cup 100 Days to Go Media Opportunity** – Olveston was part of this marketing campaign with a game of backyard cricket and high tea featuring three past New Zealand female cricketers and three of the Otago Sparks. Aired on TNZ News and online.
- 31 **Mother Dearest** – Zac Bell and fellow Otago Boys High School student filmed a movie honouring the ANZAC history through the eyes of a mother played by Rebecca Gibney.
- 32 **Qualmark Gold – Gold Sustainable Tourism Business Award** – A Gold Award recognises the best sustainable tourism businesses in New Zealand, with the delivery of exceptional customer experiences an integral part of everything they do. A Gold Sustainable Tourism Award identifies those businesses leading the way in making the New Zealand tourism industry a world class sustainable visitor destination.
- 33 **Garden of National Significance** – This is the fourth time Olveston achieved a highly recommended garden for its presentation, design and plant interest throughout the year. The New Zealand Garden Trust awards gardens 5 stars that have a distinctive identity of their own and a character that gives them an edge
- 34 **National tour company Operatunity** – High Tea in the Great Hall, a tour and a music recital rounded off New Year’s Eve.
- 35 **TVNZ** – Olveston featured on TV 1 Breakfast show as part of the 100% New Zealand national campaign.
- 36 **Ekso** – Olveston Historic Home has qualified for Zero Carbon Business Operations Certification for the 2021/22 financial year. The offsets purchased and retired for this certification are Verified Emission Reduction Units (VERs) produced in the Rarakau Rainforest Conservation Project in Southland, New Zealand. These offsets are retired in the Markit Environmental registry.

***Tūhura Otago Museum***

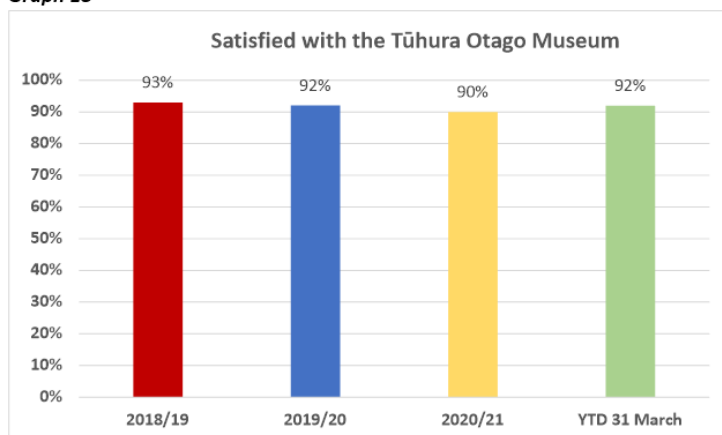
37 **Museum Name** – At its meeting on 23 February the Otago Museum Trust Board agreed to accept the gracious gift from mana whenua of the name *Tūhura*.

38 Results from the ROS survey for the Tūhura Otago Museum (“the Museum”) are shown in the graphs below:

**Graph 17**



**Graph 18**

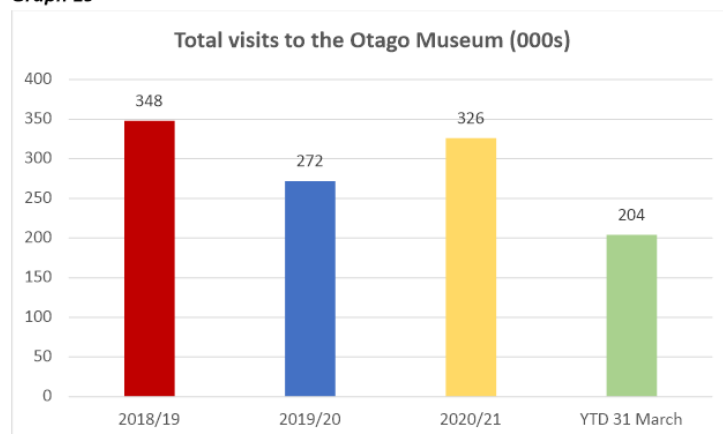


39 Reporting from the Museum is provided below:

Annual Plan Goal 2.1.1 – the Tūhura Otago Museum will be a valued community resource		Achieved?
<b>Measure:</b>	Number of visitors to the Otago Museum each year Visitor satisfaction as measured by the Dunedin City Council Residents' Opinion Survey	Target is being achieved
<b>Performance targets:</b>	Attract more than 300 000 visitors to the Otago Museum. Measure value delivered to our core audience through the Dunedin City Council Residents' Opinion survey	
<b>Achievement to date:</b>	Total visitors to Otago Museum were 204,074 for the 9 months to 31 March 2022. COVID-19 has had a significant negative impact upon visitations this year from January through to mid-March 2022. Satisfaction results are shown in Graph 18.	
<b>Data source:</b>	Visitor numbers from internal records. Satisfaction measures from the Dunedin City Council Residential Opinion Survey	

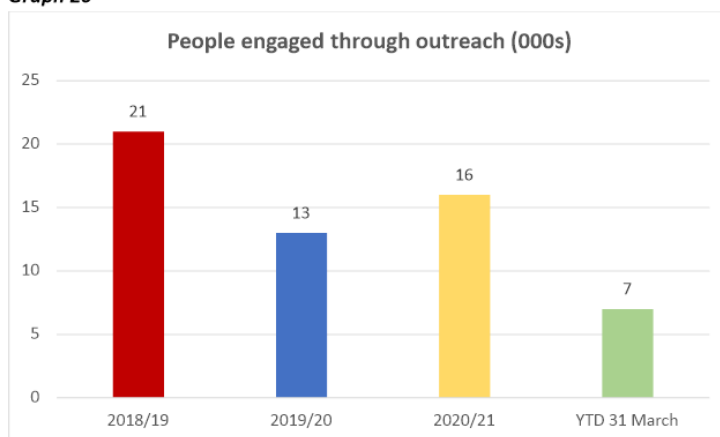
40 **Trends:** The *Sea Monsters* Exhibition continues to prove popular and ticket sales for the exhibition and trading for our other business units has picked up over the Easter school holidays, which is providing the Museum some relief to an overall negative position. Overall, visitor numbers to date represent approx. a 14% drop (10% at December 2021) on visitor numbers at the same time last year. The Museum is still uncertain about how the financial year will end, it is waiting to see the effects of opening up the borders and how the COVID-19 wave affects Dunedin.

**Graph 19**



<b>Annual Plan Goal 2.1.6 - Deliver programmes, events, and services to Dunedin City Council, and Waitaki, Clutha, Central Otago, and Queenstown Lakes District Councils, and beyond.</b>		
<b>Measure:</b>	Internal count of participants at events.	To be reported at year end.
<b>Performance targets:</b>	To match or exceed previous year	
<b>Achievement to date:</b>	See graph below	
<b>Data source:</b>	Internal records	

**Graph 20**



- 41 **Trends:** With the move to level orange more science outreach is becoming possible while maintaining safe delivery to suit current COVID-19 requirements. The next few months will be telling, as the Museum see out the Omicron wave and its effects. The new Kura Pounamu exhibition opened on 26 March. The annual Otago Museum Photography Awards competition closed on 26 April and the exhibition will run from 28 May to 22 July.

#### **OTHER ACTIVITIES UNDERTAKEN DURING THE PERIOD**

##### **Creative partnerships**

- 42 **Live Music Action Plan** – Staff have received the independent sound specialist report entitled “Managing Compatibility Between Music Venues & Noise Sensitive Land Use” by Jon Styles, and are working through recommendations presented.
- 43 **Performing Arts Venue** – Staff are preparing options for Council to consider in the mid-year reporting cycle and working to establish the Performing Arts Round Table.
- 44 **Artist Advice Ōtepoti** – Staff are developing the structure and content for the Artist Advice Ōtepoti online resource which will inform and connect local creative practitioners.



- 45 **@aratoiotepoti** – Ara Toi has launched its Instagram account. Staff can use this to provide timely information about DCC activities, funding opportunities, and arts and cultural events. It will also be used to celebrate local artists and gather data and feedback from the creative community in real time.

#### UNESCO City of Literature

- 46 **International Project Lead** – Ōtepoti He Puna Auaha/Dunedin UNESCO City of Literature (CoL) is creating a digital anthology of creative writing about the climate crisis by young writers from Cities of Literature for launching globally on World Environment Day (5 June).
- 47 **International Mother Language Day (IMLD)** – CoL filmed the DCC Waiata Group performing a waiata about Dunedin Public Libraries for sharing across the Cities of Literature Network and screening on the City Library Cube for IMLD (21 February).
- 48 **Global Online Festival** – CoL collaborated with European online festival 'Versopolis Brave New Literature' (February), where its film of ten Ōtepoti poets reading their work was live-streamed and showcased afterwards on the Versopolis website.
- 49 **World Poetry Day (WPD)** – CoL contributed lines by local poet Annie Villiers to a Cities of Literature chain poem led by Utrecht and shared a poem-video by Aotearoa Poet Laureate David Eggleton across the Network on WPD (21 March).
- 50 **Dunedin Youth Writers' Group** – CoL is supporting a new student-led group of writers from across Ōtepoti's secondary schools and providing free workshops led by established local writers.
- 51 **Plaques for Dunedin Writers' Walk** – Two new plaques were installed in the Dunedin Writers' Walk in February for poet Peter Olds and short story writer, the late O.E. (Ted) Middleton to acknowledge the writers' significance to Ōtepoti and their legacy.

## Community Development and Events

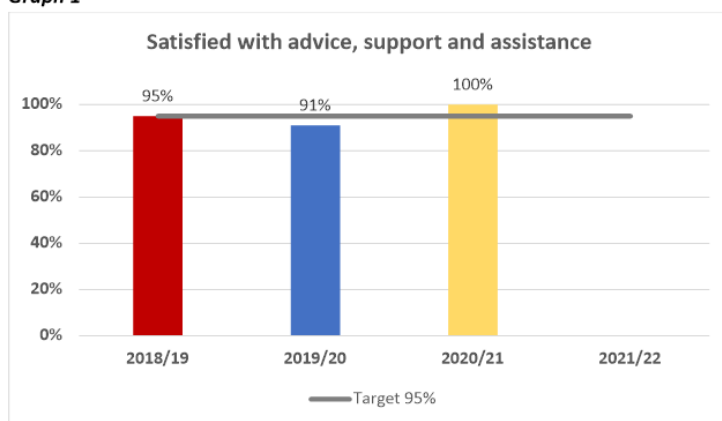
Activity report for the period  
1 July 2021 – 31 March 2022

## Community and Planning

### Community Development and Events

Level of Service – Advice and support is provided to the community and key stakeholders, and grants funding and contract support is appropriately administered and monitored.		Achieved?
<b>Measure:</b>	Percentage of customers satisfied with advice, support and assistance provided by the Community Development Team.	Will be reported at the end of the year.
<b>Performance target:</b>	95% or more customers are satisfied.	
<b>Achievement to date:</b>	The Annual Survey is completed in July with 100% customer satisfaction.	
<b>Data source:</b>	Annual Survey	

**Graph 1**

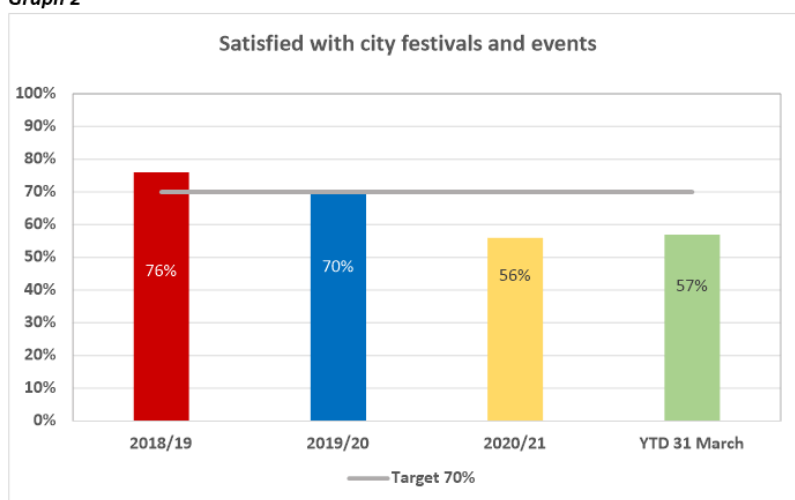


#### Specific areas of work – Advice and Support:

- 1 Virtual meetings continue with social sector and government groups, focused on aspects of well-being. Topics covered have included food resilience and local responsiveness to COVID-19.
- 2 The newly established Ōtepoti Youth Vision Partnership Group has formed, with six youth and six community representatives supporting the Vision's implementation.
- 3 The Dunedin Youth Council (DYC) supported Race Relations Week in March, facilitating a Racism Workshop for high school prefects. The DYC's Smoke-free and Vape-free Subcommittee is working with the Southern District Health Board, Ministry of Education, and Public Health Nurses on a Vaping Project aimed at changing outcomes for young people addicted to vapes. Further reporting will be provided by the DYC in August.
- 4 One to one advice was provided on contestable grants, in lieu of the annual funding hui due to meeting restrictions. Grant allocations for the March round will be reported in the next quarter.
- 5 Dunedin was runner up to Wellington City for the Keep New Zealand Most Beautiful City Award.

Level of Service – Council funded events meet the needs of residents.		Achieved?
<b>Measure:</b>	Percentage of residents satisfied with city festivals and events.	Target is not being achieved.
<b>Performance targets:</b>	70% or more of residents are satisfied.	
<b>Achievement to date:</b>	57% of residents are satisfied with city festivals and events.	
<b>Data source:</b>	Residents Opinion Survey	

**Graph 2**



- 6 Although slightly higher than the last quarter, the satisfaction rate remains low – a result of COVID-19 mandates impacting events. Staff expect satisfaction to increase as events return.

**Specific areas of work – Events:**

- 7 Waitangi Day, Sunday Sounds, the inaugural Music in Parks, the 2022 New Zealand Masters Games, Thieves Alley and Chinese New were cancelled due to country's move into the Red Traffic Light under the COVID-19 Protection Framework.
- 8 The City hosted three ICC WWC 2022 matches at the University Oval from 5 – 9 March.
- 9 Dunedin has been confirmed as Host City for the Ford New Zealand Hockey Championships (11 – 17 September).
- 10 Planning has begun for public ANZAC Day commemorations, graduation parades, Puaka Matariki and an international sporting event.
- 11 To date \$342,000 from the Regional Events Fund and 14 events were granted \$38,466 during the first application round for 2021/22 Community Events Grants. Allocations made in May will be reported in the next quarter.

## FUNDING WASTE MINIMISATION GRANTS

Department: Waste and Environmental Solutions

### EXECUTIVE SUMMARY

- 1 This report recommends increasing the funding available for Waste Minimisation Grants, beginning in the 2022/23 financial year, for both the Waste Minimisation Community Project/Initiative grant and the Waste Minimisation Innovation/Development (Commercial) grant.
- 2 This report presents learnings and observations from grant funding rounds between September 2019 and September 2021 of the Waste Minimisation Community Project/Initiative grants, and Waste Minimisation Innovation/Development (Commercial) grants.
- 3 The report also recommends a minor change to the grant application criteria for the Waste Minimisation Innovation/Development (Commercial) grant.

### RECOMMENDATIONS

That the Committee:

- a) **approves** an increase in the funding available for the Waste Minimisation Community Project/Initiatives grant of \$20,000, from \$60,000 to \$80,000 per financial year, to be funded from the Waste Levy Funds returned to Council from the Ministry for the Environment, beginning in the 2022/23 financial year
- b) **approves** an increase to the maximum funding application for the Waste Minimisation Community Project/Initiatives grant from \$5,000 to \$8,000 per application
- c) **approves** an increase in the funding available for the Waste Minimisation Innovation/Development (Commercial) grant of \$5,000, from \$70,000 to \$75,000 per financial year, to be funded from the Waste Levy Funds returned to Council from the Ministry for the Environment, beginning in the 2022/23 financial year
- d) **approves** the adoption of a maximum funding application amount for the Waste Minimisation Innovation/Development (Commercial) grant of \$15,000 per application
- e) **notes** staff intend to work with a business course facilitator to develop and provide training for start-up businesses involved in waste diversion and reduction activities, and who successfully apply for funding from the Waste Minimisation Innovation/Development (Commercial) grant.

## BACKGROUND

- 4 Dunedin is one of the world's great small cities. The Dunedin City Council's Waste Minimisation and Management Plan 2020 (WMMP) contributes to this by promoting sustainable waste and material resource management.
- 5 Dunedin is actively committed to zero waste, inclusive of a circular economy, to enhance the health of our environment and people by 2040.
- 6 The WMMP makes provision for grants to be allocated from waste levy funds received from the Ministry for the Environment in accordance with the Waste Minimisation Act (2008), specifically:
  - *Part 3, s32: A territorial authority may spend the levy money it receives only on matters to promote or achieve waste minimisation, and in accordance with its Waste Management and Minimisation Plan.*
  - *Part 4, s47: If authorised by its Waste Management and Minimisation Plan, a territorial authority may make grants or advances of money to any person, organisation, group or body of persons for the purpose of promoting or achieving waste management and minimisation.*
- 7 The Waste Minimisation grants are available to encourage and enable the community and businesses to make changes to their operations and take up initiatives that reduce waste, recover resources, and support collaboration and innovation which contributes to building local capability. The WMMP objectives that support this are detailed below.
  - **Objective 8:** Dunedin communities and learning agencies are actively engaged in zero waste education and are empowered to act with local initiative.
  - **Objective 9:** Dunedin businesses minimise waste, are resource-efficient and demonstrate innovation which grows or attracts sustainable market opportunities to the city.
- 8 In August 2019, the Community and Culture Committee approved increases to the Waste Minimisation Community Project/Initiative and Waste Minimisation Innovation/ Development (Commercial) grant as follows (COM/2019/090).
  - An increase of \$30,000 to the Waste Minimisation Community Project/Initiative grant (to \$60,000), due to oversubscribed funding applications.
  - An increase of \$30,000 to the Waste Minimisation Innovation/Development (Commercial) grant (to \$70,000), to help generate more interest in waste minimisation business opportunities and operations.
- 9 An increase to the Waste Levy for landfill disposal by the Ministry for the Environment took effect 1 July 2022. The amount increased from \$10 per tonne to \$20 per tonne and has increased the waste levy income received by Council. This can be used to increase funding further for grants, and for additional waste minimisation education and resource recovery service opportunities.

## **DISCUSSION**

- 10 Since the funding increases in 2019, the Waste Minimisation Community Project/Initiative and the Waste Minimisation Innovation/Development (Commercial) grants have continued to receive applications in excess of the funding available, resulting in most successful grant recipients receiving less funding than requested due to the need to apportion funding across all successful applications. Staff believe this will continue to be the case for both grant categories.
- 11 Community groups involved in waste minimisation activities often rely heavily on grant funding to operate and expand, while businesses applying for the commercial grant are usually seeking initial start-up funding, or funding to set up a new service that provides a waste minimisation outcome.
- 12 There are many benefits realised from community led initiatives; they support grass-roots community action, encourage behaviour change towards waste minimisation, reuse, and repurposing of materials. Additional benefits include transfer of skills, promoting cultural and community cohesion and building community resilience. This aligns with DCC's Social Wellbeing Strategy by developing relationships to meet waste minimisation challenges in the city.
- 13 Staff therefore see benefit in increasing the funding available for the Waste Minimisation Community Project/Initiatives grant to \$80,000 per year, consisting of \$40,000 per funding round. The maximum funding application for the Community Projects/Initiative grant was set at \$5,000 in March 2019. Due to the impact of increased costs over the 3 years since this limit was set, staff also recommend increasing the application maximum from \$5,000 to \$8,000.
- 14 The Waste Minimisation Innovation/Development (Commercial) grant often attracts applications for significant amounts of funding, and there is currently no maximum application limit on this fund. This has resulted in some applicants receiving a grant allocation which is insufficient to achieve the desired outcome. Staff therefore see the benefit of a small increase in the available funding to \$75,000 and introducing an application maximum of \$15,000. Staff believe the introduction of the maximum application amount will prevent applicants from relying on the grant to fund major commercial initiatives.
- 15 Alongside the introduction of an application maximum, staff intend to revise the criteria used for the Waste Minimisation Innovation/Development (Commercial) grant to better target local start-up initiatives, or small businesses looking to establish in Dunedin (the Ministry of Business, Innovation and Employment defines small businesses as those with under 20 employees). These could include business opportunities that address waste issues by providing new services, lean product design, and resource recovery processing which ensures material resources are kept within a circular economy. This aligns with DCC's Economic Development Strategy in support of new businesses opportunities and job development.

## **OPTIONS**

### **Option One – Recommended Option – Increases to available funding**

- 16 The Committee approves an increase in the funding available for the Waste Minimisation Community Project/Initiatives grant of \$20,000, from \$60,000 to \$80,000 per financial year, plus an increase to the maximum funding application from \$5,000 to \$8,000 per application,

to be funded from the Waste Levy Funds returned to Council from the Ministry for the Environment, beginning in the 2022/23 financial year.

- 17 The Committee approves an increase in the funding available for the Waste Minimisation Innovation/Development (Commercial) grant of \$5,000, from \$70,000 to \$75,000 per financial year, plus the adoption of a maximum funding application amount of \$15,000 per application, to be funded from the Waste Levy Funds returned to Council from the Ministry for the Environment, beginning in the 2022/23 financial year.

#### *Advantages*

- Supports community empowerment for waste minimisation initiatives.
- Supports community projects which may be able to be replicated via community networks through shared learnings and skill transfer.
- Provides incentive for new businesses to innovate in the waste minimisation and resource recovery space.
- Provides incentive for small businesses to innovate in the waste minimisation and resource recovery space.

#### *Disadvantages*

- Additional administration and auditing will be required to ensure the increased grant funding is used as intended.

### **Option Two – Status Quo – no increases to funding**

- 18 The Committee does not approve any changes to the existing levels of funding or maximum funding allocations.

#### *Advantages*

- No requirement for increased administration and auditing of grant funding.

#### *Disadvantages*

- No increase in the level of funding support provided to community or small businesses involved in waste minimisation initiatives.

### **NEXT STEPS**


- 19 If the Committee approves the recommendations of this report, staff will investigate improved approaches to stakeholder engagement and communications, with a focus on the Waste Minimisation Innovation/Development (Commercial) grant applicants. It is envisaged that this will include improved co-ordination with EDU/Start-up Dunedin, Business South, Industry Sector Groups, Business Networks, newsletters, plus other engagement opportunities as they arise.
- 20 Staff will also implement the required changes in time for the September 2022 Grant Funding Round for both the Waste Minimisation Community Project/Initiative grant and the Waste Minimisation Innovation/Development (Commercial) grant.



### Signatories

Author:	Catherine Gledhill - Waste Minimisation Supervisor
Authoriser:	Chris Henderson - Group Manager Waste and Environmental Solutions Simon Drew - General Manager Infrastructure and Development

### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">A</a>	Overview of Waste Minimisation Commercial and Community Grant Applications	60

**SUMMARY OF CONSIDERATIONS**
***Fit with purpose of Local Government***

This decision promotes the social, economic, environmental, and cultural well-being of communities in the present and for the future.

***Fit with strategic framework***

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Supports DCC's Social Wellbeing, Economic Development, and Environment Strategies as it supports grass-root waste minimisation action and the retention of resource for community benefit.

***Māori Impact Statement***

Waste minimisation action whether it be community or commercial led, aligns with the Māori Principal of Kaitiakitanga – providing stewardship of the community, protection of the environment and the retention of resource for future generations.

***Sustainability***

Aligns with Council's Waste Management and Minimisation Plan 2020 and the Waste Futures project in support of improved sustainability outcomes.

***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

The increase to Waste Minimisation Grants funding is not included in LTP/Annual Plan. Waste minimisation grants are funded from the Waste Levy Funds returned to Council from the Ministry for the Environment.

***Financial considerations***

The recommended option includes \$25,000 of unbudgeted funding. Due to increases in the Waste Disposal Levy there is sufficient waste levy funding available to increase the grant allocations.

***Significance***

This decision is considered low in terms of the Council's Significance and Engagement Policy.

***Engagement – external***

Staff have engaged with known community champions for waste minimisation, and Start-up Dunedin.

***Engagement - internal***

Staff have engaged with internal staff involved in the grant administration process, Events and Community Development, and DCC Economic Development Unit.

## SUMMARY OF CONSIDERATIONS

### ***Risks: Legal / Health and Safety etc.***

No known risks

### ***Conflict of Interest***

Any conflict of interest related to a grant application is noted at the time and managed accordingly

### ***Community Boards***

Community Boards will be emailed the link to Waste Minimisation Grants in the lead up to the September 2022 funding round.

**Attachment A**

<b>Waste Minimisation Community Project/Initiatives Grants</b>					
DCC Funding round	Number of applications	Total amount overall cost of projects/initiatives	Total amount requested (maximum \$5,000)	Over/under subscribed \$30,000 available	Total amount awarded
September 2019	7	183,776.05	29,400.00	-	23,220.00
March 2020	10	207,788.07	43,326.07	13,326.07	30,000.00
September 2020	6	202,051.50	25,526.00	-	25,826.00
March 2021	8	162,412.24	54,178.24	23,030.44	31,147.80
September 2021	10	314,029.65	45,609.19	15,609.19	30,000.00

<b>Waste Minimisation Commercial Innovation and Development Grants</b>					
DCC Funding round	Number of applications	Total amount overall cost of projects/initiatives	Total amount requested	Over/under subscribed \$70,000 available	Total amount awarded
September 2019	7	601,067.54	236,106.44	166,106.44	70,000.00 + 6,780.00 (community)
September 2020	3	134,193.00	129,359.00	59,359.00	19,000.00
March 2021 (Special round)	9	610,978.44	261,992.93	191,992.93	59,026.50
September 2021	7	125,082.60	80,712.80	10,712.80	43,746.80

## **ITEMS FOR CONSIDERATION BY THE CHAIR**