

**Notice of Meeting:**

I hereby give notice that an ordinary meeting of the Strategy, Planning & Engagement Committee will be held on:

**Date:** Wednesday 19 June 2024  
**Time:** 10:00am  
**Venue:** Council Chambers, Dunedin Public Art Gallery, The Octagon,  
Dunedin

Sandy Graham  
Chief Executive Officer

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**Strategy, Planning & Engagement Committee**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Cr Sophie Barker	
<b>Deputy Chairperson</b>	Cr Kevin Gilbert	
<b>Members</b>	Cr Bill Acklin Mr Matapura Ellison Cr Carmen Houlahan Cr Cherry Lucas Cr Jim O'Malley Mayor Jules Radich Cr Steve Walker Cr Andrew Whiley	Cr David Benson-Pope Cr Christine Garey Cr Marie Laufiso Cr Mandy Mayhem Ms Megan Potiki Cr Lee Vandervis Cr Brent Weatherall
<b>Senior Officer</b>	Nicola Morand, Manahautū (General Manager Māori Partnerships and Policy)	
<b>Governance Support Officer</b>	Wendy Collard	

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Wendy Collard  
Governance Support Officer

Telephone: 03 477 4000  
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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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15	Karakia Whakamutunga	
	The meeting will close with a Karakia Whakamutunga.	

**1 OPENING**

The meeting will open the meeting with a Karakia Timatanga.

**2 PUBLIC FORUM**

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

**3 APOLOGIES**

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

**4 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.

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## 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>	Members' Interest Register	6

Strategy Planning and Engagement Committee				
Councillor Register of Interest - Current as at 11 June 2024				
Councillors are members of all committees				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker	Director	Ayrmed 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.
	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.
	Volunteer	Blue Penguins Pukekura	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	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Heritage Fund (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Gasworks Museum Trust (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otago Sister City Society (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.
<b>Deputy Chair</b>	<b>Dunedin Food and Drink Tourism Story Group</b>	<b>No conflict Identified</b>	<b>Seek advice prior to the meeting if actual or perceived conflict of interest arises.</b>	
Member	Te Ao Tūroa Partnership (Council Appointment)	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.	
Mayor Jules Radich	Shareholder	Izon Science Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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	Road Safety Action Plan	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	100% Shareholder/Director	Panorama Developments Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Hospital Local Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Council of Social Services (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	Tertiary Sector Steering Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Club	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.
	Member	Connecting Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Bill Acklin	Shareholder/Director	Dunedin Brokers Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	APRA - AMCOS	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Entertainer	Various functions	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.
	Casual Employee	Insulmax	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	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Dunedin Heritage Fund (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)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Museum Trust Board (Council Appointment)	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.
	Member	Women of Ōtepoti	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Sophia Charter (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Study Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Ashburn Hall Charitable Trust Board	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	St Paul's Cathedral Foundation (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Theomin Gallery Management Committee (Olveston) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Kevin Gilbert	Owner	Gipfel Limited - Bakery	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlubert Trust - Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Schlup Family Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	BNI	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Business South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Air New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Kevin Gilbert and Esther Gilbert Partnership - Residential Rental Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Biddies Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisors	Ronald McDonald House Supper Club Committee	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.
	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.
	Member (alternate)	Otago Regional Transport Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (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	Otago Settlers Association (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
	Member	Saddle Hill Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Industry Advisors Group Food and Beverage (Workforce Development Council)	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.
Cr Carmen Houlahan	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.
	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	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	Creative Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	KBCLR Family Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Theatre Trust (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	Moray Place 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 public excluded, 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 public excluded 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.
	Secretary	BIAS Charitable Trust	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	Dunedin Abrahamic Interfaith Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Refugee Steering Committee (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
	Member	Social Wellbeing Advisory Group (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.
	Chairperson	Grants Subcommittee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Cherry Lucas	Trustee	Otago Farmers Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Henderson Lucas Family Trust - Residential Dunedin Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Institute of Chartered Accountants	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Museum Trust Board (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	Toitū Otago Settlers Museum Board (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.
	Member (alternate)	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Taieri Airport Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Poāri a Pukekura Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Mandy Mayhem	Chairperson	Waitati Hall Society Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Blueskin News Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-ordinator	Waitati Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-ordinator	Emergency response group, Blueskin area	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	FENZ Local Advisory Committee for Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waitati Music Festival Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin Bay Amenities Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Zone Representative and Board Member	Keep New Zealand Beautiful	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Coastal Community Cycleway Network	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Disability Issues Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Social Wellbeing Advisory Group (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.
	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	Northern AFC	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin Incorporated (Council Appointment)	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.
	Member	Dunedin Hospital Local Advisory Group (Council Appointment)	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.
	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.
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 public excluded leave the room. Seek advice prior to the meeting.
	Member	District Licensing Committee (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.
Steve Walker	<del>Board Member</del>	<del>Dunedin Wildlife Hospital Trust</del>	<del>Potential grants recipient</del>	<del>Withdraw from discussion and leave the table. If the meeting is in public excluded leave the room. Seek advice prior to the meeting.</del>
	Trustee	Dunedin Wildlife Hospital Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in public excluded leave the room. Seek advice prior to the meeting.
	Member	Orokonui Ecosanctuary	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in public excluded 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	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
	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)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Justice of the Peace		No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Predator Free Dunedin	No conflict	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Predator Free Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Brent Weatherall	Member	Urban Access	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Business George Street, Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Brent Weatherall Jeweller Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Weatherall Trustee Company	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Residential Rental Properties	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 Public Art Gallery Society (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Andrew Whiley	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin South 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	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Chair	Volunteer South	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	New Zealand PGA (Professional Golf Association)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Dunedin Community House Executive Committee	Potential grants recipient	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	Hereweke Harbour Cone Trust (Council Appointment)	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.
	Member	Dunedin Shanghai Association (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
	Member	Grow Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Masters Games Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Puketai Residential Centre Liaison Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	<b>Board Member</b>	<b>Dunedin Christmas Charitable Trust</b>	<b>No conflict identified</b>	<b>Seek advice prior to the meeting if actual or perceived conflict of interest arises.</b>
Matapura Ellison	Chairperson	Kati Huirapa Runaka Ki Puketeraki	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Rūnanga Representative	Te Rūnanga o Ngāi Tahu	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Ōtākou Health Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Waikouaoiti Māori Foreshore Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Otago Museum Māori Foreshore Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Representative	Te Pae	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Araiteuru Marae Reservation Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Megan Potiki	Member	Te Rūnanga o Ōtākou	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Contractor	Aukaha Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	A3K	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Manawhenua Representative	Local Advisory Group for the new Dunedin Hospital (LAG)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Centre for Research on Colonial Culture University of Otago (CROCC)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tiramōrehu te Taumata	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

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## CONFIRMATION OF MINUTES

### STRATEGY, PLANNING & ENGAGEMENT COMMITTEE MEETING - 24 APRIL 2024

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#### RECOMMENDATIONS

That the Committee:

- a) **Confirms** the minutes of the Strategy, Planning & Engagement Committee meeting held on 24 April 2024 as a correct record.

#### Attachments

	<b>Title</b>	<b>Page</b>
A↓	Minutes of Strategy, Planning & Engagement Committee meeting held on 24 April 2024	15

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## **Strategy, Planning & Engagement Committee**

### **MINUTES**

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**Minutes of an ordinary meeting of the Strategy, Planning & Engagement Committee held in the Council Chambers, Dunedin Public Art Gallery, The Octagon, Dunedin on Wednesday 24 April 2024, commencing at 10:00 am**

#### **PRESENT**

**Chairperson**

Cr Kevin Gilbert

**Deputy Chairperson**

**Members**

Cr Bill Acklin

Cr David Benson-Pope

Cr Christine Garey

Cr Marie Laufiso

Cr Cherry Lucas

Cr Mandy Mayhem

Cr Jim O'Malley

Ms Megan Potiki

Mayor Jules Radich

Cr Steve Walker

Cr Brent Weatherall

#### **IN ATTENDANCE**

Nicola Morand (Manahautū - General Manager Policy and Partnerships), David Ward (General Manager 3 Waters and Transition), Jeanette Wikaira (General Manager, Arts, Culture and Recreation), Claire Austin (General Manager, Customer and Regulatory), Heath Ellis (Acting Group Manager, Parks and Recreation), John Brenkley (Planning and Partnerships Manager Parks and Recreation), Gina Huakau (Corporate Policy Manager), Dr Anna Johnson (City Development Manager), Clare Sullivan (Manager, Governance) and Junichi Sugishita (Senior Policy Analyst)

**Governance Support Officer**

Wendy Collard

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#### **1 KARARKIA TIMATANGA**

Cr Kevin Gilbert opened the meeting with a Karakia Timatanga.

#### **2 PUBLIC FORUM**

There was no Public Forum.

**3 APOLOGIES**

Moved (Cr Kevin Gilbert/Cr Steve Walker):

That the Committee:

**Accepts** the apologies from Crs Sophie Barker, Carmen Houlahan, Lee Vandervis and Andrew Whiley.

**Motion carried (SPECC/2024/012)**

**4 CONFIRMATION OF AGENDA**

Moved (Cr Kevin Gilbert/Cr Steve Walker):

That the Committee:

**Confirms** the agenda without addition or alteration

**Motion carried (SPECC/2024/013)**

**5 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 Kevin Gilbert/Cr Mandy Mayhem):

That the Committee:

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

**Motion carried (SPECC/2024/014)**

**6 CONFIRMATION OF MINUTES**

**6.1 STRATEGY, PLANNING & ENGAGEMENT COMMITTEE MEETING - 13 FEBRUARY 2024**

Moved (Cr Kevin Gilbert/Cr Jim O'Malley):

That the Committee:



- a) **Confirms** the minutes of the Strategy, Planning & Engagement Committee meeting held on 13 February 2024 as a correct record.

**Motion carried (SPECC/2024/015)**

## **PART A REPORTS**

### **7 STRATEGY, PLANNING AND ENGAGEMENT COMMITTEE FORWARD WORK PROGRAMME**

A report from Civic provided an update of the Strategy, Planning and Engagement Committee forward work programme showing areas of activity, progress and expected timeframes for decision making across a range of work.

The Manahautū-General Manager Māori Partnerships and Policy (Nicola Morand) spoke to the report and responded to questions.

Moved (Cr Kevin Gilbert/Cr Marie Laufiso):

That the Committee:

- a) **Notes** the Strategy, Planning and Engagement Committee forward work programme.
- b) **Requests** activity reports be included in the next Strategy, Planning and Engagement agenda.

**Motion carried (SPECC/2024/016)**

### **8 RESIDENTS' OPINION SURVEY QUARTERLY UPDATE: JANUARY-MARCH 2024**

A report from Corporate Policy provided a summary of the Residents' Opinion Survey (ROS) quarterly results for the period January to March 2024.

The Manahautū-General Manager Māori Partnerships and Policy (Nicola Morand), the Corporate Policy Manager (Gina Hu'akau) and the Senior Policy Analyst (Junichi Sugishita) responded to questions.

Moved (Cr Kevin Gilbert/Mayor Jules Radich):

That the Committee:

- a) **Notes** the Residents' Opinion Survey quarterly results for the period of January-March 2024.

**Motion carried (SPECC/2024/017)**

**9 LOGAN PARK RESERVE - STAGE 2 FEEDBACK FROM COMMUNITY ENGAGEMENT ON DEVELOPMENT OF A RESERVE MANAGEMENT PLAN**

A report from Parks and Recreation sought approval to commence the second stage of public consultation of the draft Logan Park Recreation Reserve Management Plan between 13 May and 15 July 2024.

The General Manager Arts, Culture and Recreation (Jeanette Wikaira), the Acting Group Manager Parks and Recreation (Heath Ellis) and the Planning and Partnership Manager (John Brenkley) responded to questions.

Moved (Cr Kevin Gilbert/Cr Jim O'Malley):

That the Committee:

- a) **Approves** the statement of proposal, including the draft Logan Park Reserve Management Plan.
- b) **Authorises** the commencement of the process required by Section 41(6) of the Act for the public consultation process.
- c) **Notes** that a Hearings Panel will consider submissions on the draft Logan Park Reserve Management Plan and make recommendations to the Strategy, Planning and Engagement Committee.

**Motion carried (SPECC/2024/018)**

**10 ITEMS FOR CONSIDERATION BY THE CHAIR**

There were no items for consideration.

**11 KARAKIA WHAKAMUTUNGA**

Cr Kevin Gilbert closed the meeting with a Karakia Whakamutunga.

The meeting concluded at 10.46 am

.....  
CHAIRPERSON

## PART A REPORTS

### STRATEGY, PLANNING AND ENGAGEMENT COMMITTEE FORWARD WORK PROGRAMME

Department: Civic

#### EXECUTIVE SUMMARY

- 1 The purpose of this report is to provide a regular update of the Strategy, Planning and Engagement 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:

- a) **Notes** the Strategy, Planning and Engagement Committee forward work programme as shown in Attachment A.

#### DISCUSSION

- 3 The forward work programme will be 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 will be highlighted in yellow. Items that have been completed or updated are shown as bold.

#### Signatories

Author:	Wendy Collard - Governance Support Officer
Authoriser:	Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy)

#### Attachments

	Title	Page
<a href="#">↓A</a>	Forward Work Programme	20

Key	
New item	
Changes to timeframes	
Completed; progress to date update	<b>Bold</b>

Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024															
Area of Work	Reason for Work	Council role (decision and/or direction)													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Strategic Refresh	Refreshing the wellbeing strategies to align to align with the 10 year plan.	Ongoing decision making throughout the review process.  <b>Progress to date:</b> The Strategic Refresh Advisory Panel has been established to oversee the process. Public Engagement is scheduled to start in July 2024				Public Engagement									
Strategic Refresh Advisory Panel	Establishment of an Advisory Panel to oversee the refresh the four wellbeing strategies	Provide governance oversight of the process for the Strategic Refresh.  <b>Progress to date:</b> Workshops with the relevant Advisory Groups were held in May 2024.  A report is on the agenda.	Report		Report			Report							
Resident's Opinion Survey Results	Provide quarterly updates on the Residents Opinion Survey	Consider the quarterly updates of the Residents Opinion Survey  <b>Progress to date:</b> A report with the annual results for 2023/24 will be presented in October.						Report							
Activity Report	To provide an update on the activities.	Notes the update report.  <b>Progress to date:</b> A report is on the agenda	Report					Report							
Te Taki Haruru Implementation Plan	To embed the principles of the Treaty of Waitangi in the work of Council through the operationalisation of Te Taki Haruru (Māori Strategic Framework).	Approve the Implementation Plan following consultation via a report presented to Te Pae Māori  <b>Progress to date:</b> A Council workshop will be held in June 2024 and the draft plan presented at TPM in July. Awaiting confirmation of date.	Workshop												

Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024														
Area of Work	Reason for Work	Council role (decision and/or direction)												
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Proposed Governance Framework	Framework to determine level of oversight for various strategies and plans	Decide on a framework. <b>Progress to date:</b> A report is on the agenda seeking approval to develop governance framework in general. A separate report will propose TOR for HAP, ZC, DMP and LMAP still to be developed.	Report				Workshop							
City Portrait	Develop a City Portrait for Dunedin	<b>Progress to date:</b> A report is on the agenda.	Report											
Submissions to central government and other external parties.	Provide feedback on proposals from central government and other external parties.	Consider and decide on draft submission on central government and other external parties proposals. <b>Progress to date:</b> One submission has been considered to date.	As and when required											
Climate Change Work Programme incorporating:														
Zero Carbon Plan 2030	Development of a work programme to achieve alignment with Council's Zero Carbon 2030 target.	<b>Progress to date:</b> A report to consider high investment options for the implementation plan (with medium investment as the alternative option) was presented to the 12 March 2024 Council meeting. Further work will be presented as part of the 9 year plan.			Timing of report to be confirmed once the 9 year plan programme of work has been finalised.									
South Dunedin Future	Working with the community and Otago Regional Council on the future of South Dunedin	Ongoing decision making throughout the process. <b>Progress to date:</b> Staff and consultant teams are working through a range of interviews, workshops, and analysis to develop the detailed risk assessment and spatial longlist of adaptation approaches. An SDF Programme update report will be presented to Council in July. The risk assessment will be presented to Council in September and adaptation approaches in November.	Ongoing work	Report	Ongoing work	Report to Council	Ongoing work	Report to Council						
Coastal Plan St Clair and St Kilda	Develop preferred pathways and implementation plan	Next steps to identify and engage on preferred pathways and implementation plan, and to secure funding <b>Progress to date: The first pathway report is due March 2025. methodology has been completed and work has started on the impact assessment options.</b>	Ongoing work									Report		

Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024																
Area of Work	Reason for Work	Council role (decision and/or direction)														
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Climate Adaptation Plan	Develop a Climate Adaptation Plan	<p><b>Progress to date:</b> Work on a city-wide adaptation plan is progressing with a view to integrating adaptation planning into the Future Development Strategy and nine year plan process. An update report to Council is to be scheduled.</p>														
<b>Second Generation District Plan (2GP) Work Programme</b>																
2GP - Minor Improvements plan change (Variation 3)	Variations to the 2GP - implement parts of the National Policy Statement - Urban Development, and other minor amendments	<p>Decide on variation 3 to the 2GP to be notified for consultation purposes. Decision to adopt the variation to the 2GP.</p> <p><b>Progress to date:</b> Staff are finalising the assessment and preparing a draft of the proposed minor changes. Notification is expected to be late 2024. A workshop will be held in June 2024 (timing TBC) and a report to Council for approval to notify is proposed for September.</p>	Workshop	Ongoing work	Report to Council	Notification										
2GP - Heritage and multi-unit development design plan change	Variation to the 2GP - Heritage and multi-unit development design	<p>Decide on new plan changes for heritage and multi-unit development design.</p> <p><b>Progress to date:</b> A workshop will be held in August. A report will be presented to Council to initiate the plan changes at its July 2024 meeting.</p>	Report to Council	Workshop												
<b>NPS - Urban Development</b>																
Future Development Strategy Implementation Plan	To prepare a Future Development Strategy Implementation Plan is required under the National Policy Statement on Urban Development	<p>Consider and approve the FDS Implementation Plan.</p> <p><b>Progress to date:</b> A joint DCC/ORC Implementation Plan will be prepared and presented to Strategy, Planning and Engagement Committee for approval (timing to be confirmed).</p>	Ongoing work													

Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024															
Area of Work	Reason for Work	Council role (decision and/or direction)													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Heritage	Develop a Ōtepoti Dunedin Heritage Action Plan Implementation Plan	Heritage Action Plan will inform the 10 year plan 2024-34.  <b>Progress to date:</b> A report is on the agenda. The Heritage Action Plan Advisory Group (HAPAG) has been established to provide input into the HAP draft implementation plan.	Report	Ongoing work											
Centres Project	Citywide amenities and transport upgrade	Work plan and updates  <b>Progress to date:</b> A draft report that was deferred from this year's LTP/Annual Plan. The report identified priority centres within the overall programme and options for delivering this work. The report also identified the need for a dedicated project manager to deliver the programme.  A report will be prepared for the 2025-34 LTP.													
Reserve Management Plans															
Reserve Management Plan Review Schedule	Noting the Reserve Management Plan review schedule	Notes the Reserve Management Plan Review Schedule for 2024-2025.  <b>Progress to date:</b> A report will be presented in October 2024.						Report							
Reserves Management Plan - General Policies	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> Staff are currently working with stakeholders to prepare the Draft Reserve Management Plan. A report will be presented in August 2024.			Report	Consultation									

Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024															
Area of Work	Reason for Work	Council role (decision and/or direction)													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Signal Hill Reserve Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> Public Consultation as required by Section 41(6) of the Reserves Act 1977 is being held from 13 May to 15 July 2024.	Consultation												
Mosgiel Memorial Reserve Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> Public feedback has been completed. The draft Reserve Management Plan and approval for public consultation process under section 41(6) of the Reserves Act 1977 will be presented in August 2024. This will be followed by Stage 2 consultation.	Ongoing work		Report										
Logan Park Reserve Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserve Management Plan, and adopt the final Plan.  <b>Progress to date:</b> Public Consultation as required by Section 41(6) of the Reserves Act 1977. Dates for the consultation are to be confirmed.													
The Botanic Garden Plan	Adoption of the plan for the Botanic Garden Plan.	<b>Progress to date:</b> A Council workshop will be held in July and a report will be presented in August 2024.	Workshop	Ongoing work	Report										



Strategy, Planning and Engagement Committee Forward Work Programme 2024/2025 - June 2024															
Area of Work	Reason for Work	Council role (decision and/or direction)													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Botanic Garden Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> The Botanic Garden Management Plan will be informed by the Botanic Garden Plan. A report will be presented in October with a draft plan for Stage 1 consultation.						Report	Consultation	Ongoing work					
Dunedin Town Belt Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> A report will be presented in August with a draft plan for Stage 2 consultation.	Ongoing work		Report	Consultation									
Otago Boat Harbour Reserve Management Plan and Otago Harbour Reserve Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> A report will be presented in August with a draft plan for Stage 2 consultation.	Ongoing work		Report	Consultation									
Ocean Beach Domain Reserve Management Plan	Adoption of management plan for reserves is required under section 41(6) of the Reserves Act 1977	Approve a Statement of Proposal and consultation process for the Reserves Management Plan, and adopt the final Plan.  <b>Progress to date:</b> Work is scheduled to commence once advice from the Coastal Planner on the Kettle Park landfill and other remedial projects along the coastline is received.													

Work from last schedule:		
Area of Work	Reason for Work	

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## STRATEGY, PLANNING AND ENGAGEMENT COMMITTEE ACTIVITY REPORT

Department: Corporate Policy

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### EXECUTIVE SUMMARY

- 1 This report provides an update on progress towards projects, plans and strategies that sit within the forward work programme of the Strategy, Planning and Engagement Committee for the period ending May 2024.
- 2 As this is an administrative report only, there are no options or Summary of Considerations.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the updates of activities as provided in Attachment A.

### Signatories

Authoriser:	Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy)
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### Attachments

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	SPEC Activity Report 19 June 2024	27

# Strategy, Planning and Engagement

## Activity report for the period ending May 2024

This activity report provides updates on the following strategy, planning and engagement work areas:

- City Portrait
- Climate Adaptation Plan
- Reserves Management Plans
- Second Generation District Plan (2GP)
- South Dunedin Futures
- Strategic Refresh
- St Kilda/St Clair Coastal Plan
- Te Taki Haruru
- Zero Carbon

### **1. City Portrait**

A report is included in the agenda.

### **2. Climate Adaptation Plan**

Work on a city-wide adaptation plan is progressing. The proposed pathway forward is to integrate city-wide adaptation planning into the Future Development Strategy (FDS) process, enabling climate adaptation to be woven more closely into strategic spatial planning for the city. Current actions include mapping existing adaptation activities across DCC and ORC, developing a framework for assessing where and when place-based adaptation planning may be required, and developing a forward programme for such work that aligns with FDS and Long-Term Plan processes. Once these activities have been completed, an update report will be provided to Council(s).

### **3. Reserves Management Plans**

Logan Park MP. Draft Management Plan written. Originally to go out for second stage of engagement 13 May to 15 July 2024 but currently on hold.

Signal Hill RMP. Draft Reserve Management Plan written. Currently out for second stage of engagement 13 May to 15 July 2024. Hearings will follow engagement period. Redrafting of RMP based on Hearings Committee recommendations.

General Policies. First stage of engagement completed. Draft Reserves Management Plan being written. Report to SPEC August meeting requesting permission to enter into stage 2 of engagement.

Mosgiel Memorial Gardens RMP. First stage of engagement completed. Draft Reserve Management Plan being written. Report to SPEC August meeting requesting permission to enter into stage 2 of engagement.

Dunedin Town Belt RMP. First stage of engagement completed. Draft Reserve Management Plan being written. Report to SPEC August meeting requesting permission to enter into stage 2 of engagement.

Otago Harbour Reserves RMP. First stage of engagement completed. Draft Reserve Management Plan being written. Report to SPEC August meeting requesting permission to enter into stage 2 of engagement.

Botanic Garden Plan. Workshop with Councillors. Adjustments to Plan based on workshop recommendations, currently intending to report to Spec August meeting.

#### **4. Second Generation District Plan (2GP)**

##### **Appeals/ Making 2GP Operative Plan**

Councillor O'Malley has delegated authority to agree to any mediated resolutions on behalf of the Council. 97% of the 2GP appeal points, and six of the 16 appeals made on Variation 2, have been resolved or withdrawn. There are 14 remaining appeals in total. Of these: an agreed resolution for one appeal will be lodged with the Court shortly; and DCC are in the process of arranging reconvened mediation for two appeals, and Environment Court hearings for seven appeals. Mediation for the remaining four appeals took place last year; parties are completing follow up tasks from this mediation, in order to either agree a resolution to be filed with the Court, or narrow the range of matters in dispute to be resolved at a Court hearing.

The Plan (2GP) still has 'proposed' status. The Council will be asked to approve the Plan to give it an 'operative' status, although any parts still subject to appeal will remain 'proposed' (this is likely to be limited to the zoning status of some sites). A report to Council is proposed for 30 July to seek approval to make the Plan partially operative.

##### **Minor improvements Plan Change (Variation 3)**

Planners are finalising the assessment and drafting of a number of minor improvements to the plan. Eighty two percent of the changes are now complete. It is anticipated a report will be presented to Council on 24 September for approval to notify the plan change. Notification is expected to be in late 2024. A councillor workshop is planned for June (timing to be confirmed).

##### **Heritage and Multi-unit Development Plan Changes**

Planners are currently undertaking a review of the Plan provisions that relate to heritage and the design of multi-unit residential developments, to see if amendments are needed to better protect historic buildings, and to improve the amenity outcomes of multi-units. A councillor workshop is proposed for August 2024 (timing to be confirmed). A report to Council to initiate the plan changes, to respond to the outcome of the reviews, is proposed for 30 July 2024.

##### **Future Development Strategy Implementation Plan**

Following the release of the final FDS, staff members are working on the development of a joint DCC/ORC implementation plan. It is anticipated this will be presented to SPEC for approval (timing to be confirmed). A report on FDS Implementation will be provided in time for the LTP deliberations.

##### **Heritage Action Plan**

The Heritage Action Plan was adopted by Council, with recommended changes, on 12 December 2023. An update report on the Heritage Action Plan and associated implementation plan is included in this agenda. The next advisory group workshop is scheduled for 4 July 2024. It is intended to present the finalised Heritage Action Plan and

Implementation Plan to Council later in 2024 once consultation with key stakeholders has been completed, in time for the LTP deliberations.

## **5. South Dunedin Future**

Following Council approval of initial risk assessment work and generic adaptation approaches in December 2023, an extensive community engagement round was undertaken in March and April. This engagement focussed on collecting information for the detailed risk assessment, socialising the generic adaptation options, and seeking community views – including on future uses for Forbury Park. An update report will be provided to Councils in June or July summarising these and other key activities across the SDF Programme.

Looking forward, two key deliverables this year include completion of the detailed climate change and natural hazard risk assessment for South Dunedin and further development of the adaptation approaches to make these specific to different spatial areas of South Dunedin over different periods. We anticipate providing these reports to Councils in September (risk assessment) and November (adaptation approaches), and will schedule workshops prior to explain the purpose, content and implications of this work.

## **6. Strategic Refresh**

An update report is included in the agenda.

## **7. St Kilda/St Clair Coastal Plan**

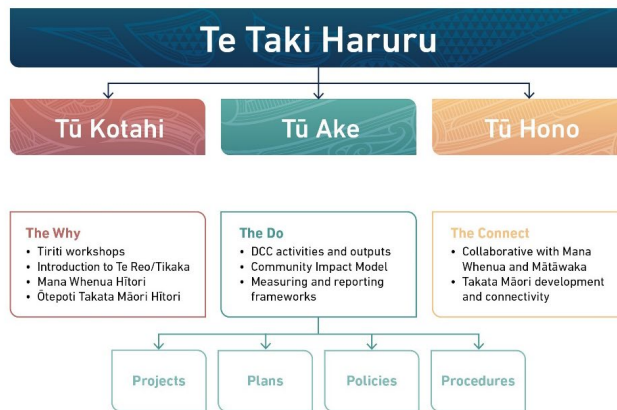
The first pathway report is due March 2025. The methodology has been completed, and work has started on an impact assessment of options.

Timelines on engagement on preferred pathways will be established once the options analysis is completed.

Funding options are being considered in parallel. An implementation plan will be completed closer to the time the options analysis are further developed.

**8. Te Taki Haruru**

A visual overview of Te Taki Haruru and contributing programmes:



**Tū Ake (Implementation Plan)**

- Formulation of implementation plan has been presented to mana whenua and mātāwaka members of Te Pae Māori.
- A workshop is planned for Councillors ahead of the next scheduled Te Pae Māori meeting on 25 July.
- Te Taki Haruru public facing values document is now in the final stages of design and the draft will be tabled at Te Pae Māori in July.
- Māori Partnerships work is continuing within Council and with our Partners. Te Taki Haruru values are being used to guide our engagement, response and commitment to Te Tiriti through projects such as South Dunedin Futures, 3 Waters, Waste, South Dunedin Library, FDS and George Street. This is also happening to some extent through strategic and management plans.

### Tū Kotahi (Cultural Capability Programme)

Tū Kotahi is currently in delivery mode.

- *Whakaohoho - Foundation Programme*  
65 staff members are regularly attending the weekly classes. This programme is due to finish in July when another cohort of staff will start.
- *Whakamārama - Treaty and Equity workshops*  
33 WLT staff members have completed the workshops. The last round of workshops was cancelled due to the heavy workload on ELT in the Aurora space. These will recommence in July.
- *Whakararau - Kaiawhina Programme*  
27 staff members are regularly attending the weekly class. This class will run through to December, where staff members will return to their teams to advocate and support their teams in cultural capability.

## 9. Zero Carbon

The Zero Carbon work programme spans three key areas, as well as business-as-usual activities such as preparing submissions and responding to requests from stakeholders or members of the public. Updates on activity in each key area is provided below.

### Reducing Dunedin City's emissions

- A designed, public facing version of the Zero Carbon Plan has been created and is in draft awaiting approval.
- The Zero Carbon Plan 2023/24 implementation plan has been progressed. More detailed reporting on progress and a proposed 2024/25 implementation plan will be provided to Council in July.
- A Zero Carbon business support pilot programme is underway.
- Work to establish Car Share in Dunedin is underway, alongside a Car Share provider.
- Work to establish a baseline footprint for cruise emissions is underway.
- The Zero Carbon Alliance has continued to progress collaborative actions. A Collaboration Group meeting was held in May. An update will be provided to Council in July.
- Technical and policy work on sequestration options is underway, alongside the Otago Regional Council and other Otago territorial authorities.

### Reducing DCC's emissions

- DCC's emissions are monitored and regularly reported. Audit was successfully completed for the 2022/23 financial year.
- A draft updated emissions reduction plan for the period 2023/24 - 2030/31 has been developed. This is closely related to the Zero Carbon Plan, with over 85% of actions in the EMRP also listed in the indicative Zero Carbon implementation actions.
- More information will be provided to Council in an update report in July.



**Implementing the Zero Carbon Policy – embedding emissions reduction into DCC business-as-usual**

- Process guidance for staff on implementing the Zero Carbon Policy has been published for different types of work (infrastructure, policy/strategy development, events, small projects).
- Work is underway to consider how Zero Carbon Policy can be built into ongoing organisational development.
- Zero Carbon Policy considerations have been built into the project management framework transformation, with associated guidance and tools for staff. An initial pilot has been completed.
- An approach to emissions reduction through procurement and resulting contracts has been implemented, along with guidance for suppliers and training for staff.

## PROPOSED GOVERNANCE APPROACH TO STRATEGIES, PLANS AND PROGRAMMES OF WORK

Department: Corporate Policy

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### EXECUTIVE SUMMARY

- 1 Council has a range of strategies, plans and programme of work that require governance oversight. The proposed approach clarifies decision-making and reporting requirements related to governance oversight.
- 2 The proposed approach has been developed in reference to the Dunedin City Council (DCC) Committee Structure and Delegations Manual 2023 (the Manual).
- 3 The proposal also recommends making amendments to the wording and the existing template of Councillor Advisory Panels in the Manual (pages 4-6 and 64, respectively).

### RECOMMENDATIONS

That the Committee:

- a) **Approves** the proposed governance approach.

If approved:

- b) **Recommends** Council adopts the proposed amendments to the wording and template in relation to Councillor Advisory Panels in the Committee Structure and Delegations Manual (Attachment A and B, respectively).
- c) **Notes** that, if approved by Council, the amended Terms of Reference template will be used for all future Advisory Panels, including:
  - i) the four wellbeing strategies (Ara Toi, Economic Development Strategy, Social Wellbeing Strategy, Te Ao Tūroa)
  - ii) the Zero Carbon Plan
  - iii) the Heritage Action Plan
  - iv) the Dunedin Destination Management Plan
  - v) the Ōtepoti Live Music Action Plan.

## BACKGROUND

### Council resolutions

4 In September 2023, Council resolved the following:

***“Moved (Mayor Jules Radich/Cr Brent Weatherall):***

*“That the Council:*

- a) *Requests a report for the October 2023 Council meeting on governance options for the oversight of the implementation of the Zero Carbon Plan.”*

***Division***

*The Council voted by division:*

*For: Crs Bill Acklin, Sophie Barker, David Benson-Pope, Christine Garey, Kevin Gilbert, Carmen Houlahan, Marie Laufiso, Cherry Lucas, Mandy Mayhem, Jim O'Malley, Steve Walker, Brent Weatherall, Andrew Whiley and Mayor Jules Radich (14).*

*Against Cr Lee Vandervis (1).*

*Abstained Nil*

*The division was declared CARRIED by 14 votes to 1*

***Motion carried (CNL/2023/213)”***

5 At the same meeting, Council also requested a report on governance options for the wellbeing strategies as follows:

***“Moved (Cr Sophie Barker/Cr Marie Laufiso):***

*That the Council:*

- e) *Requests a staff report on governance options for the wellbeing strategies to be reported back in November 2023.*

***Motion carried (CNL/2023/002)”***

6 It has been recognised by Council that a more aligned, consistent approach is needed to determine if or what level of governance oversight is required for the development and/or implementation of strategies and plans. This is timely given the work that is underway on the Strategic Refresh and across various action plans in the Council’s Forward Work Programme.

## DISCUSSION

7 Historically, varying arrangements have been put in place to provide oversight for the delivery of the DCC strategies and plans. Examples include:

- the Economic Development Strategy was overseen by the Grow Dunedin Partnership as an advisory group, which originally had relatively sizable financial delegations.

- the Social Wellbeing Strategy was overseen by the Social Wellbeing Advisory Group (SWAG) with the purpose to provide advice, knowledge, support and resources, where possible.
  - Ara Toi was overseen by the Creative Dunedin Partnership, which was established as a governance group by its Terms of Reference (ToR).
  - Te Ao Tūroa was overseen by Te Ao Tūroa Partnership, which was also set up as a governance group by its ToR with financial delegation to approve projects and award grants for environmental community projects.
- 8 Each of these groups was constituted differently and had different membership in their ToR, which also varied in reporting requirements and other delegations. Some included staff as members. Some were chaired by Councillors, while others had independent chairs. Although different, the groups often functioned well.
- 9 In addition to the wellbeing strategies, Council has a wide range of strategies and plans currently being developed, implemented, or planned for future development such as the Zero Carbon Plan.
- 10 The Council and Committee Forward Work Programmes and their action lists provide a level of governance oversight through high-level updates to Councillors on the work being undertaken on various strategies and plans, but do not guarantee reporting at a strategy or plan level.

### **Compliance with DCC Committee Structure and Delegations Manual**

- 11 Certain types of governance oversight are currently provided for in the Manual. In particular:

#### ***Council and Committees including Subcommittees, Joint Committees, Standing Committees***

- 12 Council and Committees have decision-making delegations and oversee DCC's strategies and plans. For Council, membership is restricted to elected members. For committees, in respect of joint committees or subcommittees, with Council approval, external members (non-elected) may be approved.

#### ***Councillor Advisory Panels***

- 13 Councillor Advisory Panels (Panels) have no power to act or decide. The Panels will have the power to make recommendations only to the extent allowed under its ToR and on matters within the scope of the ToR. The Panels usually comprise elected members, but, where deemed appropriate, people from outside agencies can be included in its membership. Staff provide support to the Panels based on their ToR.
- 14 Customarily, the Panels have been established to assist and monitor progress on the development of a specific strategy or plan, or its implementation. For example, the SWAG was established to oversee and advise the implementation of the Social Wellbeing Strategy.
- 15 It is noted that the word 'group' and 'panel' appear to have been used interchangeably over time. The proposed amended ToR presented in the following section of the report is intended to help achieve better consistency in the use of terminology.

### **Proposed Approach to Governance Oversight**

- 16 A proposed approach has been developed to help clarify the level of governance needed for DCC's strategies and plans and to better determine what reporting requirements are needed to uphold best practice across the DCC in a consistent, transparent, and aligned way.
- 17 The proposed governance approach aims to provide clarity on roles, responsibilities and reporting expectations, and support better decision-making. To do this, the proposed approach also suggests making amendments to the wording and the existing template for the Councillor Advisory Panels in the Manual (pages 4-6 and 64, respectively). This will be discussed further in paragraph 26 – 29 below.
- 18 The proposed approach takes the following three steps to determine the requirement for governance oversight over DCC's strategies and plans and their implementation:
- **Step 1** – For each new strategy, plan or programme of work, Council or the relevant committee will establish what, if any, governance oversight is required for the activity. This will be done at the time of adopting/approval of the strategy, plan or programme of work. If governance oversight is required, Council or the Committee will determine if this is directly by the Committee or through an Advisory Panel. The work will be added to the Forward Work Programme of the Committee.
  - **Step 2** – If an Advisory Panel is required, a future report would be presented to a Council or Committee meeting, with draft ToR for the Advisory Panel for approval.
  - **Step 3** – If external membership on the Advisory Panel is required, a public expressions of interest process would be undertaken to find the skills needed.
- 19 The proposed approach enables Council to adapt or change the level of governance oversight or reporting requirements over time, depending on the changing needs of a specific strategy or plan.
- 20 A key element to the improved governance oversight is that reporting will be consistent across key areas of the strategic work.
- 21 The proposed approach identifies three types of reporting, as outlined below, which can be applied in a flexible way. Some strategies and plans may only require one type of reporting, while others will require two or three types of reporting. The rationale for which type of reporting is needed, is determined by what is needed to uphold and support good governance practice and decision-making.

### **Formal Reporting**

- 22 Formal reporting to Council or Committees will be focussed on the outcomes and outputs associated with specific strategies and plans. Reports will be detailed on the Council or Committee's Forward Work Programmes. Formal reporting recognises that the body that the reports are going to have delegations to make decisions. This type of reporting will support decision making by Council on specific matters related to strategies and plans. This will be formal reports by DCC staff. Formal reporting may seek decisions.

### **Update Reporting**

- 23 Update reporting to Council, Committees or Advisory Panels focus on how a strategy or plan is progressing against its annual workplan. This type of reporting will monitor progress and provides advice, but it does not seek decisions. The timing for these would be made through the formal reporting framework. Update reporting would generally be captured in the Forward Work Programme and will be either from DCC staff to an Advisory Panel, Council or Committee or from an Advisory Panel to Council or Committee, with staff support. Reporting requirements will be stipulated in the ToR.

### ***Community Reporting/Informal***

- 24 Reporting to the community on strategies and plans includes existing Council community reporting such as the DCC's annual report but can include providing online updates and engagement. A recent example is DCC's early engagement on the 10 Year Plan 2024-34.
- 25 Community reporting can include presenting at community events, such as staff hosting a DCC stall at the 2023 Otago Polyfest, or hosting engagement opportunities across different localities or with specific communities (e.g. South Dunedin Future). Community reporting could also take place in a form of a 'stakeholder event' where several plans or strategies are presented, depending on what communities are interested in or deem most relevant.

### **Proposed amendments to Councillors Advisory Panel in the Manual**

- 26 Staff propose amendments to the wording and the existing template for the Councillor Advisory Panels in the Manual (pages 4-6 and 64, respectively). Staff ask that the Committee recommends Council to adopt the proposed amendments to the Manual.
- 27 Staff have drafted an amended template ToR for establishing an Advisory Panel (Attachment A), based on the existing 'Template for Establishing a Councillor Advisory Panel' included as Appendix B in the Manual.
- 28 If approved by Council, it is then recommended that it will be used for all future Advisory Panels including:
- i) the four wellbeing strategies (Ara Toi, Economic Development Strategy, Social Wellbeing Strategy, Te Ao Tūroa)
  - ii) the Zero Carbon Plan
  - iii) the Heritage Action Plan
  - iv) the Dunedin Destination Management Plan
  - v) the Ōtepoti Live Music Action Plan.
- 29 The proposed wording amendments to the **Role of Councillor Advisory Panel** are shown as tracked changes in Attachment B and include removal of "Councillor" from **Councillor Advisory Panel** and replacement the "investigative" and "fact-finding" with "support" in the description of the roles.

### **OPTIONS**

- 30 Committee approval is sought on the proposed governance approach. Two options have been identified.

**Option One – Committee approves the proposed governance approach**

*Advantages*

- Provides decision making on governance oversight in a consistent, transparent, and aligned way

*Disadvantages*

- No identified disadvantages

**Option Two – Committee does not approve the proposed governance approach**

*Advantages*

- No identified advantages

*Disadvantages*

- Missed opportunity to provide greater consistency in governance oversight in relation to the DCC’s strategies and plans

**NEXT STEPS**

31 If the Committee approves the proposed governance approach, the next steps are:

- To work with the Chairs and their groups across the current wellbeing strategies to workshop applying the proposed approach. This will help determine what level of reporting and governance oversight is needed to best support governance for each wellbeing strategy going forward
- If recommended by the Committee, staff prepare a report on the proposed amendments to Manual for Council approval
- If subsequently approved by Council, staff apply the amended Advisory Panel template to seek approval for governance oversight for:
  - i) the four wellbeing strategies (Ara Toi, Economic Development Strategy, Social Wellbeing Strategy, Te Ao Tūroa)
  - ii) the Zero Carbon Plan
  - iii) the Heritage Action Plan
  - iv) the Dunedin Destination Management Plan
  - v) the Ōtepoti Live Music Action Plan.

**Signatories**

Author:	Junichi Sugishita - Senior Policy Analyst Gina Hu'akau - Corporate Policy Manager
Authoriser:	Gina Hu'akau - Corporate Policy Manager Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy)

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Draft amended terms of reference template for establishing an Advisory Panel	43
<a href="#">↓B</a>	Proposed tracked amendments to the Committee Structure and Delegations Manual 2023	44



**SUMMARY OF CONSIDERATIONS**

***Fit with purpose of Local Government***

The Strategic Refresh enables democratic local decision making and action by, and on behalf of communities. It also 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 type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	✓	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The proposed governance framework encapsulates all of the above strategies.

***Māori Impact Statement***

Option One supports the DCC in being a good Treaty partner by providing an opportunity for Council to consider governance options over its strategies and plans.

***Sustainability***

Supporting consistent governance arrangements and reporting will promote social, economic, environmental and cultural well-being of communities in the present and for the future.

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

Supporting consistent governance arrangements and reporting is expected to bring greater visibility and clarity as to how delivery of strategic outcomes is overseen and monitored.

***Financial considerations***

There are no financial considerations.

***Significance***

This report is considered to be of low significance in terms of the Significance and Engagement Policy.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

Governance Support Office has been engaged in regard to understanding existing DCC governance groups. Zero Carbon team has been engaged regarding governance options for the implementation of the Zero Carbon Plan.

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

There are no identified risks.

**SUMMARY OF CONSIDERATIONS**

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

There are no direct implications for Community Boards have been identified.

**DRAFT AMENDED**

**Terms of Reference Template for Establishing an Advisory Panel**

(NOTE: the proposed amended are highlighted in yellow)

Name of Advisory Group	
<b>Purpose</b>	
<b>Responsibilities</b>	
<b>Powers, duties and functions</b> (eg delegations, ability to co-op onto the Panel if, for example, expertise is required)	
<b>Reporting Requirements</b>	
Committee of Council that the Advisory Panel is to report to	
Type and Regularity of Reporting (ie formal, update, community)	
<b>Membership</b>	
Chairperson	
Members (detail by position or by name; internal and external, if required)	
<b>Quorum</b>	
Frequency of Meetings	
Expected term (include commencement date and anticipated end date)	
Support Staff (detail by position)	
General Manager (or Chief Executive) supporting Advisory Panel	
<b>Remuneration (if required)</b>	
<b>Review of Terms of Reference</b>	

**Appendix B: Template for Establishing a Councillor Advisory Panel**

Name of Councillor Advisory Panel	
Councillor Advisory Panel Terms of Reference (detail the purpose, powers, duties and functions of the Councillor Advisory Panel)	▪ ▪ ▪ ▪
Committee of Council that the Councillor Advisory Panel is to report to	
Chairperson of Councillor Advisory Panel	
Membership of Councillor Advisory Panel (detail by position or by name)	▪ ▪ ▪ ▪
Support Staff (detail by position)	▪ ▪ ▪
General Manager (or Chief Executive) supporting Councillor Advisory Panel	
Expected term of Councillor Advisory Panel (include anticipated end date)	

## PART II – GENERAL MATTERS OF DELEGATION

### **THE MEANING OF DELEGATION**

- 15 Delegation in this Manual means the assignment of a power, function or duty to another together with the authority to carry out that duty or complete the action assigned with responsibility for the outcome.

### **APPOINTMENT OF STANDING COMMITTEES**

- 16 The Mayor has the power to establish the Committees and Subcommittees of the Council.

### **MEMBERSHIP OF COMMITTEES AND SUBCOMMITTEES**

- 17 The Mayor is an ex officio member of all committees and subcommittees. An ex officio member of a committee is a member because of the office held. Ex officio members are not included in calculating the quorum but are counted toward the quorum when present. This reflects the expectation that ex officio members will not always be able to attend all meetings of committees and subcommittees but have full voting rights when present.

### **ROLE OF STANDING COMMITTEES**

- 18 All Standing Committees identify and monitor outcomes, visions and performance measures (indicators) for the Council's Long Term Plan (LTP).
- 19 All Standing Committees shall have a policy development role within their area of responsibility and authority.
- 20 All Standing Committees shall be responsible for monitoring performance (including budget and performance targets and indicators in the LTP) for their area of responsibility and authority.
- 21 The responsibilities of Standing Committees are set out in their Terms of Reference (Delegations).
- 22 All Standing Committees shall be responsible for legislation and policy responses relevant to their area of responsibility and authority.

### **ROLE OF SUBCOMMITTEES**

- 23 Subcommittees will have only the powers, functions and duties specifically given to them by the Council or standing committee to which, they report.

### **ROLE OF ~~COUNCILLOR~~ ADVISORY PANELS**

- 24 ~~Councillor~~ Advisory Panels have no power to act or decide. ~~Councillor~~ Advisory Panels have an ~~investigative~~, advisory and ~~support fact-finding~~ role within the terms of reference determined by the Council, Standing Committee or Subcommittee, establishing the ~~Councillor~~ Advisory Panel.

~~Councillor~~ Advisory Panels will have the power to make recommendations only to the extent allowed under the ~~Councillor~~ Advisory Panel's terms of reference, and on matters, which are within the scope of the terms of reference defined by the committee establishing the ~~Councillor~~ Advisory Panel.

- 25 Members may be appointed to ~~Councillor~~ Advisory Panels by position or by name.
- 26 Unless expressly specified otherwise, an ~~Councillor~~ Advisory Panel will be terminated if it has not met for six months or more.
- 27 ~~Councillor~~ Advisory Panels are not authorised to hear submissions.
- 28 The resolution establishing the ~~Councillor~~ Advisory Panel shall clearly define:
  - a) Its terms of reference including its purpose, and the scope of its ~~investigative~~, advisory and ~~support fact-finding~~ roles
  - b) Membership: noting that the membership will usually comprise elected members, however there may be occasions where it is appropriate to include people from outside agencies.
  - c) The Chairperson of the ~~Councillor~~ Advisory Panel.
- 29 All ~~Councillor~~ Advisory Panels must be established using the ~~Councillor~~ Advisory Panel template attached to this Manual, at Appendix B.

#### TERM OF DELEGATION

- 30 Unless any delegation is stated to be for a defined term, it will continue until revoked by the delegator or the Council or is withdrawn by operation of law.

#### DELEGATION TO OFFICE

- 31 Unless stated otherwise every delegation is to a committee or office and will be unaffected by changes in the membership of a committee or the holder of an office.

#### REPORTING AND FINDINGS

- 32 Every committee and subcommittee will report decisions taken under delegated authority in the manner required by Standing Orders, i.e. in minutes submitted to the next available meeting of the Council or the committee to which a subcommittee reports, as the case may be.
- 33 ~~Councillor~~ Advisory Panels must report their findings and recommendation back to the Council or the standing committee or subcommittee which formed them through a report from the Chief Executive, General Manager or relevant Group Manager(s).

#### **DELEGATION**

- 34 A Committee, subordinate decision-making body, or Community Board may delegate powers or functions as specified in Schedule 7, Clause 32(3) of the Local Government Act 2002. Subcommittees may not delegate powers and functions granted to them. They may establish ~~Councillor~~ Advisory Panels to advise them.
- 35 Delegations to officers will be made to the Chief Executive who may delegate a power, function or duty to another officer or subcommittee of officers. As well as the discretionary delegations made under this Manual there are provisions in various Acts applying to the Council which provide for powers, duties and functions to be exercised directly by specified staff.
- 36 Officers (other than the Chief Executive) may not delegate powers and functions given to them.

#### **DELEGATIONS TO BE IN WRITING AND RECORDED**

- 37 Every delegation made by a Committee, subordinate decision-making body, or Community Board will be in writing and clearly define the nature, purpose and limitation of the power, function or duty delegated.
- 38 Every delegation made by the Chief Executive will be recorded in a register kept for that purpose. This register is known as the Staff Delegations Manual.

#### **CALL-UP PROCEDURE BEFORE DECISION MADE**

- 39 Nothing in this Manual will limit the power of a delegator to cancel a delegation and resume that power prior to the delegatee having made a decision.
- 40 Except in exceptional circumstances a delegator should not act without consultation with the appropriate board Chairperson if the delegation involves a community board.
- 41 The Mayor may, on behalf of the Council, signal an intention to cancel any delegation made by the Council prior to the delegatee having made the decision. The delegatee will then take no further action on that matter until the Council has met to approve the cancellation and either:
- a) Referred the matter back to the delegatee (with directions if any); or
  - b) Determined the matter.
- 42 Before signalling an intention to withdraw any delegation the Mayor shall consult with the Chairperson of the relevant committee or community board involved, if any, and the Chief Executive.
- 43 A delegatee may, rather than make a decision, refer a matter back to the delegator with a suitable recommendation. The delegator will then decide the matter.

## STRATEGIC REFRESH ADVISORY PANEL - QUARTERLY UPDATE REPORT

Department: Corporate Policy

### EXECUTIVE SUMMARY

- 1 This report is on the Strategy, Planning and Engagement Committee's forward workplan, and provides an update since February 2024 (quarterly report).
- 2 This report informs Councillors of the activity undertaken by the Strategic Refresh Advisory Panel and outlines the next steps.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Strategic Refresh Advisory Panel – Quarterly Update Report

### BACKGROUND

- 3 On 13 February 2024 the Strategy, Planning & Engagement Committee (SPEC) approved to establish the Strategic Refresh Advisory Panel (the Panel), to oversee the process of refreshing the Dunedin City Council's (DCC) four wellbeing strategies (Ara Toi, Economic Development Strategy, Social Wellbeing Strategy and Te Ao Tūroa).
- 4 Moved (Cr Sophie Barker/Cr Cherry Lucas):

That the Committee:

- a) **Establishes** the Strategic Refresh Advisory Panel to oversee the process of refreshing the DCC's four wellbeing strategies with terms of reference as outlined in Attachment A.
- b) **Appoints** Councillor Cherry Lucas as Chairperson of the Panel and Councillors Carmen Houlahan, Andrew Whiley, Marie Laufiso and Sophie Barker as members of the Panel.

Motion carried (SPECC/2024/001) with Cr Garey recording her vote against.

- 5 This report is the first quarterly report as detailed in SPEC's forward work programme.

### DISCUSSION

- 6 Since February, the Panel has met three times; 5 March 2024, 23 April 2024 and 13 May 2024.
- 7 Key topics discussed included:

- a) Review of the Terms of Reference for the wellbeing advisory and partnership groups associated with each wellbeing strategy.
  - b) Preparation for workshops with former and current members of the advisory and partnership groups, associated with each wellbeing strategy. The Panel agreed that two Councillors will attend these meetings and that staff will provide administration support. The Panel agreed that the following topics would be useful to discuss with members regarding the refresh of the wellbeing strategies:
    - Expectations;
    - Roles;
    - Changes;
    - What would be helpful in the future
    - Role of Councillors on advisory/partnership groups.
  - c) The Panel considered that following the refresh of each wellbeing strategy, the minutes from any future advisory and partnership groups, should be presented to Council or Council Committee on a regular cycle.
  - d) Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis was developed for each wellbeing strategy by staff. This material was shared to the Panel to assist Councillors prepare for their meetings with the advisory and partnership groups.
  - e) Review of relevant material such as Harrison Grierson report (2019) and minutes from some advisory/partnership groups was undertaken.
- 8 Workshops with members of the advisory and partnership groups associated with each wellbeing strategy was undertaken during this period. The purpose of these meetings was to update the groups about the refresh of each wellbeing strategy, to thank them for their services and to seek feedback on the strategies. The workshop details took place during May:
- a) Social Wellbeing Advisory Group – 6 May 2024. *Social Wellbeing Strategy*.
  - b) Te Ao Tūroa Partnership Group – 6 May 2024. *Te Ao Tūroa Strategy*.
  - c) Creative Dunedin Partnership Group – 10 May 2024. *Ara Toi Strategy*.
  - d) Grow Dunedin Partnership Group – 02 May 2024. *Economic Development Strategy*.
- 9 Members of these groups included community, sector and industry representatives closely associated with each strategy. Ara Toi Partnership Group and Te Ao Tūroa Partnership Group have been on ‘hold’, so the workshops also provided an opportunity to reconnect with former members.
- 10 Key points discussed from these workshops were varied and need further analysis. An indication of discussion topics is provided below:
- Acknowledgement of the journey that the strategies have been on and that they were originally developed with community and sector representatives.
  - Acknowledgement of former Mayors, Councillors and staff involvement over time



- Support the idea that the strategies are interconnected and not siloed
- Strong support for some strategies to remain as partnerships – not just advisory. Acknowledged that the wellbeing groups evolved over time from a partnership into an advisory group.
- Broad discussion of the work Council is doing to refresh the strategies and why. This first needs to be done before the role and purpose of future partnership/advisory groups can be determined.
- Broad support for group to continue and to offer feedback
- Acknowledgement of concerns and challenges that communities are facing
- Acknowledgement a lot of challenges for young people across the city – these are no longer isolated statistics – but represent growing fractures
- Dunedin in a state of transformation – with some exciting opportunities, and daunting challenges ahead
- Strategies need to be strengths-based and support actions to tackle these challenges and support what’s working well
- Need better data to support reporting and to inform strategic decision-making
- Discussed innovative practices that communities are delivering on and how the strategies can create ‘room’ to embrace this
- Strong interest in working together as a partnership.

**OPTIONS**

11 There are no options, as this report is for noting.

**NEXT STEPS**

12 The next meeting of the Panel is scheduled for the 12<sup>th</sup> June 2024.

13 The Panel has agreed to engage publicly on the draft wellbeing strategies during September 2024

14 The Panel is working towards seeking formal approval of the refreshed Wellbeing Strategies from Council by December 2024.

**Signatories**

Author:	Gina Hu'akau - Corporate Policy Manager
Authoriser:	Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy)

**Attachments**

There are no attachments for this report.

**SUMMARY OF CONSIDERATIONS**

***Fit with purpose of Local Government***

This decision supports democratic local decision making and action by, and on behalf of communities. 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 type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	✓
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	✓
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The refresh of the DCC’s four wellbeing strategies is a critical piece of work that is overseen by the Panel.

***Māori Impact Statement***

Alignment of the four wellbeing strategies with Te Taki Haruru is central to this work.

***Sustainability***

Alignment of the four wellbeing strategies with Council’s commitment to sustainability is central to this work.

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

Having updated and refreshed four wellbeing strategies will help with the DCC’s preparation for its 9 year plan and annual plan.

***Financial considerations***

There are no financial implications associated with this quarterly report.

***Significance***

There are no significant matters associated with this quarterly report.

***Engagement – external***

Members of the former and current advisory and partnerships groups associated with each of the four wellbeing strategies were met with.

***Engagement - internal***

No internal engagement has occurred during this period, apart from the Policy team which is supporting this workstream.

**SUMMARY OF CONSIDERATIONS**

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

There are no known risks associated with this report, and no request for decisions on the matters outlined in this report.

***Conflict of Interest***

There are no conflicts of interest.

***Community Boards***

There are no implications for Community Boards associated with the matters outlines in this report.

## SUSTAINABILITY FRAMEWORK - CITY PORTRAIT AND UNITED NATIONS SUSTAINABILITY DEVELOPMENT GOALS UPDATE

Department: Corporate Policy

### EXECUTIVE SUMMARY

- 1 The purpose of this report is to:
  - a) Update the Strategy Planning and Engagement Committee (the Committee) on the City Portrait work since September 2023.
  - b) Request approval to:
    - change the name to Ōtepoti Dunedin Sustainability Framework (ŌDSF)
    - progress to the public engagement stage
- 2 Since September 2023, staff have simplified the approach and language regarding the Council's commitment to the principle of sustainability. This has resulted in the proposal to change the name from City Portrait to Ōtepoti Dunedin Sustainability Framework (ŌDSF).
- 3 The purpose of the ŌDSF is twofold. First it will produce a report on sustainability for the city, and secondly it will support a collaborative way of working together to address sustainability across agencies, institutions and communities in Ōtepoti Dunedin.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the update on the City Portrait work.
- b) **Approves:** change the name to the Ōtepoti Dunedin Sustainability Framework (ŌDSF).
- c) **Approves:** progress to the public engagement stage.

### BACKGROUND

- 4 In 2020, Council approved the development of the City Portrait to show its commitment to sustainability for the following reasons:
  - a) The City Portrait is less bureaucratic in its structure compared to the other models (The Treasury's Living Standards and the United Nations Sustainable Development Goals (SDGs)).

- b) The City Portrait is more adaptable to a local context.
  - c) The City Portrait is easier for our wider community to engage with as it graphically demonstrates sustainability.
  - d) The City Portrait can integrate existing strategies.
  - e) The City Portrait is built on the SDGs.
- 5 Work has been carried out accordingly, including the use of consultant advice from Harrison Grierson (Strategic Framework Evaluation, Dec 2020; Thriving Cities’ City Portrait: Progressing the Strategic Framework Refresh, May 2021) and Planetary Accounting Network (PAN) (Extended Stocktake – Final – Summary & Recommendations, 2023).
- 6 A summary of update reports presented to Council on the development of the City Portrait is provided in Attachment A.
- 7 The latest Council report for noting was presented in September 2023, following a request from Councillors to compare the SDGs and the City Portrait. It underlined:
- a) The SDGs and City Portrait share a common intent – to promote global sustainability, socially and environmentally. They both adopt the use of global measures to assess sustainability.
  - b) They are distinct from each other in their approach in monitoring activity and actions related to sustainability. The SDGs are focussed on 17 global and nation/country level measures, whereas the City Portrait uses ecological measures as well as the SDGs and then translates these to a city level to understand a city’s global impact. The City Portrait also adopts the theory of ‘Doughnut Economics’ which in simple terms, offers an inclusive, balanced approach to creating a regenerative and distributive economy for all —people, businesses, countries, planet—to prosper, rather than solely focussed on growth.

**DISCUSSION**

- 8 As outlined, the City Portrait downscales global and nation-level measures, to a city level. Since Council’s approval to develop the City Portrait in 2020, a substantial amount of work into exploring and developing the City Portrait specific to Ōtepoti Dunedin has been undertaken, including:
- a) Reviewing relevant literature
  - b) Workshops with Councillors and staff to gather feedback
  - c) Access to consultant advice and education specialised in planetary boundaries measures and how to translate these to Ōtepoti Dunedin context
  - d) Presentations and meetings with community groups and other Councils/groups both nationally and internationally
  - e) Understanding Dunedin’s ecological and social measures, using the DCC’s existing Wellbeing Strategies and other relevant strategies and plans.

- f) Drafting of a City Portrait in line with existing DCC's strategies and plans

**Simplifying the DCC's approach to sustainability: Ōtepoti Dunedin Sustainability Framework (ŌDSF)**

- 9 Since September 2023, Councillors' feedback has been incorporated including the need to address confusion associated with key terms related to the City Portrait, such as Doughnut Economics, Planetary Boundaries, Ecological Ceiling and Social Foundation.
- 10 It has been identified that although the City Portrait offers an approach to show how a city is tracking in regard to sustainability, its complexity can be daunting for laypersons, laden with jargon that isn't always user-friendly. As Council strives for broader citizen engagement with this approach to sustainability, it's crucial to adapt the language to make it more accessible for the public.
- 11 While the City Portrait has provided Council with a useful roadmap and scientific knowledge, it's now time to carve our own path, one that resonates with communities and empowers the DCC to enact meaningful change in line with its commitment to sustainability.
- 12 A proposal to simplify the language and change the name to: Ōtepoti Dunedin Sustainability Framework (ŌDSF), rather than City Portrait is included in the options.

**Other work undertaken since September 2023.**

- 13 Other work that has taken place since September 2023 includes:
- A desktop review of the long term and annual plan cycles, and how the ŌDSF could align to show where Dunedin is at in regard to sustainability. This was part of the original planning that staff did for the 10 year plan but has been on hold since Council opted for a 9 year plan.
  - A refresh of the People's Panel (DCC's online citizen's panel) is currently underway. This effort seeks to renew interest and participation to the Panel, particularly for under-represented groups, therefore fostering greater public engagement. This is to help with public engagement for the ŌDSF as well as the refresh of the four wellbeing strategies.
  - The DCC is also a member of PAN which offers regular learning opportunities as well as invitations to engage nationally and globally concerning sustainability, and how to embed this approach in people's professional practice. For example, the DCC has recently been invited to join a global group looking at sharing ways of working at a city level.
  - A recent update from PAN shows that they continue to strengthen their network nationally and internationally, which is useful for the DCC. For example, nationally, PAN has been working in the private sector with their application of Planetary Accounting (PA) for product labelling (e.g. Raglan Yoghurt, Silverfern Farms, Bremworth Carpets and Ngāi Tahu Corporation), as well as in the Tourism sector in the wider Queenstown area with standardisation of measurement and communication of tourism's planetary impacts. Examples in the public sector include a pilot of Planetary Boundaries education in schools in the region by Queenstown Lakes District Council and Central Lakes Trust.
  - Internationally, PAN is working with Regen Melbourne (a network of individuals and organisations) to through next stage of engagement to support the application of the

Melbourne’s Doughnut model. In Europe, PAN is working with a group in Portugal that is looking at using PA as a standard accountancy framework for cities and regions.

- PA aligns with the new international standards for Nature-Related Financial Disclosures, which outlines a set of disclosure recommendations and guidance to enable businesses and finance to integrate nature into decision making. PAN has been approached by large international firms seeking support with its application.
- Feedback has been received that the DCC is seen as a leader in its approach to align its commitment to sustainability with Te Taki Haruru (TTH) - the DCC’s Māori Strategic Framework. There are not many examples globally that have included an indigenous perspective.
- When requested, staff presented on the DCC’s approach to sustainability to DCC staff teams and community groups such as Senior Climate Action Network.

**Public Engagement**

- 14 Public engagement is crucial for creating a meaningful ŌSDF for Ōtepoti Dunedin. A draft illustration, developed to explain the DCC’s sustainability efforts and environmental and community measures was provided to Council in September 2023 and is attached in Appendix B. Although the illustration was based on the City Portrait, this can be easily adapted for the ŌDSF.
- 15 This work is now at a critical stage and staff are ready to engage with the public.
- 16 Details of this stage, in development, can include Councillor involvement if desired, public communications, engagement via People’s panels, in-person workshops or feedback sessions and presentations.

**Proposed structure of the ŌDSF**

- 17 The ŌDSF simplifies the Council’s language about sustainability, by presenting a framework that supports a local approach to sustainability. It will also show how Ōtepoti Dunedin looks after its people and its local place, and show its contribution to global measures.
- 18 The ŌDSF will align with TTH and the DCC’s wellbeing strategies by embedding existing priority areas into its framework and measures.
- 19 The ŌDSF will collate measures related to the city’s:
  - a) Social aspects: as described in the DCC’s four wellbeing strategies (Economic, Social, Cultural and Environmental).
  - b) Ecological aspects: based on science informed measures and methods related to planetary boundaries. As noted in September 2023, the DCC is already measuring most of these aspects through its Zero Carbon policy and plan, and other activities.

*Governance*

- 20 If the Committee approves the progress of ŌDSF, governance oversight is vital as:

- The ŌDSF offers an approach to actioning Council’s commitment to sustainability.
- Community interest on sustainability is high.
- The ŌDSF will support consistency and alignment between existing policies and strategies.
- The ŌDSF will support better informed decision making when considering sustainability.

21 During the current development phase of the work, governance oversight is with the Committee. The Committee may also want to also consider forming an Advisory Panel to oversee this work which would enable other representatives from across the city to participate. Staff will take direction on this matter.

22 It is advised that after the ŌDSF is fully developed, governance and reporting requirements can be revisited to ensure that there is a consistent and effective way of implementing the ŌDSF framework.

*Reporting and deliverables*

23 The value of the ŌDSF is twofold. First it will produce regular reporting on sustainability for the city, which could align with the Council’s annual and long term planning cycles, and secondly it supports a collaborative way of working together to address sustainability across agencies, institutions and communities in Ōtepoti Dunedin.

24 The measures (social and ecological) of the ŌDSF will produce information to support decision making in Council and improved communications with local citizens regarding the DCC’s commitment to sustainability.

25 The ŌDSF supports an iterative process that includes continual improvements as more quality data becomes available. It will also be informed by ongoing engagement with stakeholders and the wider community.

**OPTIONS**

26 Two options have been identified for consideration.

**Option One – Recommended Option – Approves the name change to: Ōtepoti Dunedin Sustainability Framework (ŌDSF) and for staff to develop the ŌDSF and progress to public engagement**

*Advantages*

- Simplifies the language and reflects the DCC’s commitment to sustainability
- Make use of in-depth research and analysis since 2021 on the development and adaption of the City Portrait methodology for Ōtepoti Dunedin.
- Supports further progress on the refresh of the DCC’s Strategic Framework.

*Disadvantages*



- Resourcing will be needed to develop the ŌDSF, including the allocation of staff time to support the engagement phase.

**Option Two – Status Quo – Does not approve staff to continue developing the ŌDSF. Requests that staff develop an alternative framework, such as the United Nations Sustainability Development Goals (SDGs)**

*Advantages*

- The SDGs are a well known brand and have a strong global profile.
- Although they are designed for reporting at the national level, there has been more recent practices in translating the SDGs to a sub-national level including for cities.

*Disadvantages*

- Missed opportunity in the short term to progress action in line with the DCC’s commitment to sustainability and provide alignment with the wider Strategic Refresh work programme
- Disuse of in-depth research and analysis since 2021 on the development and adaption of the City Portrait for Ōtepoti Dunedin.
- Further staff and resourcing will be needed to explore alternative models to give effect to the Council’s commitment to sustainability.

**NEXT STEPS**

27 If the Committee approves option one, staff will:

- Prepare an engagement plan to inform the ŌDSF.
- Draft the ŌSDF following community feedback and alignment with the four wellbeing strategies and TTH. This will include definitions, targets, and indicators, as well as governance and reporting mechanisms. This will be taken to Council for approval alongside the refreshed wellbeing strategies.
- Draft an implementation plan.
- Support partnerships to foster city-wide ownership of the ŌSDF.

28 If the Committee approves Option Two, staff will discontinue work on drafting of the ŌDSF, as well as stopping work in regard to the City Portrait and explore the UNSDGs to represent the Council’s commitment to the principle of sustainability.

**Signatories**

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Authoriser:	Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy)

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↴A</a>	City Portrait report and engagement with Councillors	61
<a href="#">↴B</a>	Draft illustration for community engagement	62

**SUMMARY OF CONSIDERATIONS**

***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. 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 type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	✓	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>

The ŌDSF supports the DCC’s strategies, policies and plans in regard to the DCC’s commitment to sustainability.

***Māori Impact Statement***

The ŌDSF will align with Te Taki Haruru.

***Sustainability***

The ŌDSF will inform future decisions in regard to the DCC’s commitment to sustainability.

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

The ŌDSF will inform long term decisions in regard to the DCC’s strategic commitment to sustainability. It might be part of the long term plan reporting cycle.

***Financial considerations***

There are no financial consideration.

***Significance***

This decision has low significance as it will produce a new strategic document.

***Engagement – external***

If approved, there will be public engagement on the ŌDSF.

***Engagement - internal***

There has been internal engagement with DCC teams in regard to existing strategies.

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

There are no identified risks.

***Conflict of Interest***

There are no conflicts of interest.

**SUMMARY OF CONSIDERATIONS**

***Community Boards***

There are no implications for Community Boards.

Date	Report to	For	Title	Purpose of the report/workshop	Key points
29/09/2020	Council	Approval	SUSTAINABILITY FRAMEWORK OPTIONS	Seek approval for one of the framework presented to define 'Sustainability' in the context of the DCC's strategic framework.	This report presents three frameworks: a) New Zealand Treasury's Living Standards Framework b) United Nations' Sustainable Development Goals c) The Thriving Cities Initiative's City Portrait Council approved the City Portrait.
14/12/2020	Council	Noting	STRATEGIC FRAMEWORK REFRESH	Update Council on the findings of an initial evaluation of the DCC's Strategic Framework and for Council to note the next steps in the process to refresh the DCC Strategic Framework.	Work programme based on Harrison Grierson review: a) Discussions with mana whenua about priorities and opportunities to integrate Te Ao Māori and Treaty principles b) Development of the 'Thriving Cities' City Portrait, establishing opportunities to integrate sustainability principles c) Refresh of DCC Strategic Framework
26/05/2021	Council	Approval	STRATEGIC FRAMEWORK REFRESH	Update on the latest stage of the Strategic Framework Refresh and seek approval to implement the Strategic Framework Refresh project plan.	Five stages to the Strategic Framework Refresh project plan: Stage one (June - July 2021): governance including mana whenua and control group are set up. Stage two (June 2021 - March 2022): set up the refresh of the individual strategies for success, developing an initial City Portrait. Stage three (March 2022 - June 2022): community feedback. Stage four (May 2022 - December 2022): carry out the Framework Refresh informed by the information and analysis of stages 2 and 3. Stage five (from January 2023): ongoing implementation using the metrics and approaches developed through the earlier stages.
14/12/2021	Council	Noting	STRATEGIC FRAMEWORK REFRESH UPDATE	Updates Council on the progress of the Strategic Framework Refresh and follows approval of the Refresh project plan in May 2021.	Stage one of the plan is complete. Structure and oversight arrangements: * Council Committee Oversight - Planning and Environment Committee * Mana Whenua and Matawaka Oversight - Māori Participation WP * Steering Group - Executive Leadership Team. * Staff Reference Group: the group has expertise on DCC's current strategic priorities which will inform the development of the Refresh. * Staff Working Group: the group leads workstreams and provides a forum for a number of DCC projects with interdependencies to the Refresh Project, including South Dunedin Future, Zero Carbon and the Housing Action Plan. Stage two underway. Five workstreams: Strategy Oversight (strategic guidance, principles and processes to be followed by strategy owners), Strategy Governance (consistent and aligned approach to the oversight and governance of each DCC strategy), Mana whenua (develop an overarching Māori Strategic Framework), Levels of Service (review in preparation for the IDPP based on the renewed Strategic Framework) and City Portrait (snapshot of the city through a Doughnut Economics lens to support data-driven discussions to define and measure living well within the means of the planet). Next report planned for Planning and Environment Committee Feb 2022.
14/02/2022	Planning and Environment Committee	Noting	P&E COMMITTEE FORWARD WORK PROGRAMME	Update on the forward work programme to show areas of activity, progress and expected timeframes for decision making across a range of areas of work.	The Strategic Framework Refresh area of work indicate that an update report will be presented to the Committee in April.
04/04/2022	Planning and Environment Committee	Noting	P&E COMMITTEE FORWARD WORK PROGRAMME	Update on the forward work programme to show areas of activity, progress and expected timeframes for decision making across a range of areas of work.	The Strategic Framework Refresh area of work indicate that a series of workshops will be held on each of the Strategic Refresh workstreams. A report will be then presented to the Committee or Council with dates to be determined.
16/05/2022	Councillors workshop	N/A	CITY PORTRAIT AND THRIVING CITIES	Aims of the workshop: • Understand terminology • Other cities examples • Agree on indicators • Clarify if the City Portrait framework is a monitoring tool	
27/09/2022	Council	Noting	STRATEGIC REFRESH UPDATE	Update on the progress of the Strategic Refresh work programme and present a 'refreshed draft' strategic framework.	The programme has adapted to include wellbeing and engagement development. The timeline has been adapted to account for upcoming legislative changes, the time needed to engage with mana whenua regarding the development of the MSF and to take in account the impact of Covid. Visual of raraka/weaving.
07/11/2022	Councillors workshop	N/A	STRATEGIC REFRESH AND THE WELLBEINGS	Present the weave, the inclusion of the wellbeings and how it connects with the City Portrait	
28/11/2022	Councillors workshop	N/A	ŌTEPOTI DUNEDIN AND THE CITY PORTRAIT	Re-introduction to City Portrait. Introduction of PAN DCC - a global leader	
29/11/2022	Council	Noting	COUNCIL FORWARD WORK PROGRAMME	Updated forward work programme for the 2022-2023 year	Area of work: Review of the Strategic Framework, incorporating Sustainability Framework options and signed LoS. Progress: introductory workshop, further workshop planned for 2023, programme currently being established. Report planned in February on Engagement.
28/02/2022	Council	Noting	COUNCIL FORWARD WORK PROGRAMME	Updated forward work programme for the 2022-2023 year	Area of work: Review of the Strategic Framework, incorporating Sustainability Framework options and signed LoS. Progress: workshop programme currently being established. Report to Committee planned in May
08/05/2023	SPEC	Noting	STRATEGIC REFRESH UPDATE	Update on the progress of the Strategic Refresh project and outline of the next phase of the Strategy Refresh work programme.	High level online dashboard to provide clear updates on the Strategic Refresh project. New timeline: workshops with ELT and Councillors from May, community engagement in August and September. Report planned to be presented in July.
14/08/2023	SPEC	Noting	SPEC FORWARD WORK PROGRAMME	Updated forward work programme for the 2023-2024 year	Area of work: Review of the Strategic Framework, incorporating Sustainability Framework options and signed LoS. Progress: series of workshops were held in June and July. Report on the next steps to be presented in September. MSF in October.
29/08/2023	Council	Noting	SPEC FORWARD WORK PROGRAMME	Updated forward work programme for the 2023-2024 year	Area of work: Review of the Strategic Framework, incorporating Sustainability Framework options and signed LoS. Progress: 3 reports are on the Agenda for September covering the City Portrait, update on the Strategic Refresh and Refreshing the DCC's Wellbeings Strategies. MSF also on the agenda.
25/09/2023	Council	Noting	SUSTAINABILITY FRAMEWORK UPDATE - CITY PORTRAIT AND UNITED NATIONS SUSTAINABILITY DEVELOPMENT GOALS	Update on the development of the City Portrait for adaptation for a Dunedin context. Respond to Council's request to present information on the United Nations Sustainable Development Goals (SDGs). Comparative analysis between the two.	Staff worked with PAN to obtain a current snapshot of the city's ecological impacts on the planet in relation to the Ecological Ceiling component of the City Portrait. To make the City Portrait Framework user friendly, staff proposed that the four wellbeing strategies are applied to Dunedin's Social Foundation. SDGs and City Portrait: similarity - both new and emerging practices, and committed to making systemic change for a more sustainable planet while caring for all people. Distinctions - approach in monitoring activity and actions related to sustainability. The SDGs are focused on 17 global and national measures, whereas the City Portrait uses the Ecological Ceiling as well as the SDGs and then translates these to a local level to understand a city's global impact.
28/11/2023	Council	Noting	COUNCIL FORWARD WORK PROGRAMME	Updated forward work programme for the 2023-2024 year	Area of work: Review of the Strategic Framework, incorporating Sustainability Framework options and signed LoS. Progress: a report will be presented to the December Council.
13/02/2024	SPEC	Approval	STRATEGIC REFRESH - NEXT STEPS	Request approval for the next steps in the strategic refresh of the four wellbeing strategies.	City portrait mentioned in development. Wellbeing Strategies Advisory Panel is set up.



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## DISTRICT PLAN WORK PROGRAMME UPDATE REPORT

Department: City Development

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### EXECUTIVE SUMMARY

- 1 This report provides an update on progress on the Second Generation District Plan (2GP) work programme including an update on appeals to the 2GP and Variation 2, progress on the Minor Improvements plan change ('Variation 3'), which was initiated in November 2021, and the proposed timing for making the 2GP partially operative.
- 2 The report also provides an outline of proposed future plan changes and their approximate timing.
- 3 The report also seeks approval to send a letter to the Minister for the Environment seeking that the Government suspend the requirement for the Dunedin City Council to implement the National Planning Standards by May 2026.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the District Plan Work Programme update report.
- b) **Approves** a letter, with any amendments, to be sent to the Minister for the Environment in relation to implementation of the National Planning Standards May 2026.
- c) **Authorises** the Chief Executive to make any minor editorial changes to the letter if required.

### BACKGROUND

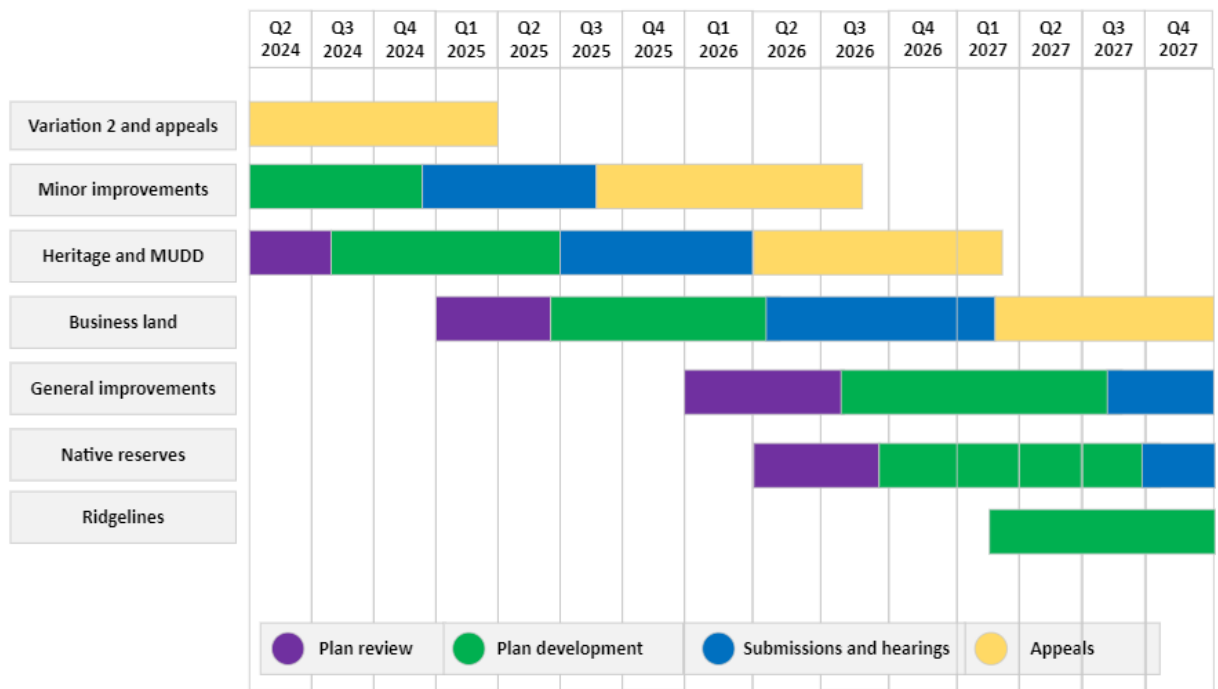
- 4 The Dunedin City Council (DCC) notified its 'Second Generation' District Plan (the 2GP) on 26 September 2015.
- 5 On 29 November 2019, the DCC notified Variation 1 - Minor Amendments. Work on this variation is complete, as there were no appeals on Variation 1 decisions.
- 6 On 3 February 2021, the DCC notified Variation 2 - Additional Housing Capacity. Variation 2 comprised a number of discrete changes to the 2GP that added housing capacity, through specific rule and policy changes and through rezoning specific sites.

- 7 The Planning and Environment Committee gave approval to initiate Variation 3 – Minor Improvements on 2 November 2021.

**DISCUSSION**

**Overall 2GP work programme**

- 8 The 2GP forward work programme is discussed below and mapped out at a high level in Figure 1. The work programme may be affected by the nature and scope of any changes from central government to the Resource Management Act 1991 (RMA) or national direction and the requirements around the national planning framework (discussed below). The work programme may also need to be adjusted if work undertaken as part of South Dunedin Futures, or other aspects of the Otago Regional Council’s climate change risk assessment programme, leads to the need for a natural hazards focused plan change to be added to the programme over the timeframe shown. The work programme may also be affected if private plan changes or designations are received.



**Figure 1 Overall 2GP work programme**

**Appeals to the 2GP and Variation 2**

- 9 The following table sets out the number of appeals received and progress to date.



Stage of 2GP	Appeals	Status
Original	83 appeals to the 2GP lodged with the Environment Court in early 2019.	79 appeals have now been resolved. 4 appeals are unresolved; one from the ORC relates to flood hazard overlays at Gordon Rd, Mosgiel, and the other three request rezoning of land for residential or rural residential use
Variation 2	16 appeals lodged on Variation 2 in early 2023.	2 have been resolved following mediation 4 have been withdrawn 10 appeals are currently unresolved; all of these request rezoning of discrete areas of land for residential use.

- 10 Consequently, there are 14 appeals remaining in total, all of which are concerned the zoning or overlays applying to particular areas. An agreed resolution to the ORC appeal will be filed with the Court shortly. Further mediation for two of the appeals, and Environment Court hearings for seven, will be scheduled for later this year. For the remaining four appeals, City Development is continuing to work with the parties to either reach an agreed resolution or narrow the matters of disagreement to be dealt with in Court.

**Making the Plan partially operative**

- 11 The 2GP still has ‘proposed’ status. Until appeals are resolved, the 2GP cannot be made fully operative. However, given the narrowness of the remaining appeals, a report seeking approval to make the 2GP ‘partially operative’ will be brought to Council in July 2024.
- 12 This approval formally replaces the previous operative Dunedin City District Plan (2006) with the 2GP. However, the parts of the 2GP still subject to appeals at that point will retain their ‘proposed’ status until the appeals are resolved (this is limited to the zoning status of some sites).
- 13 From that point onward, any changes to the plan will be titled ‘plan changes’ rather than ‘variations’ (which is the name used for changes to plans that still have a ‘proposed’ status). This means that the Minor Improvements plan change will become ‘Plan Change 1’ rather than ‘Variation 3’.

**Minor Improvements plan change**

- 14 Staff have been working on a minor improvements plan change that will address a wide range of issues (68 in total). The matters covered include additional scheduled items (scheduled trees, areas of significant biodiversity and significant trees), and changes to address issues that have been identified with the effectiveness and efficiency of 2GP rules and other provisions.
- 15 These issues have been highlighted via feedback from regular plan users, including the resource consents team, and arise from experience with implementing the new provisions of the 2GP, and in some cases reflect the changing nature of activities. The changes include amendments that make rules more flexible and enabling (for example for health-related activities), clarification of provisions, and some corrections to errors in the Plan. Work on identifying and evaluating options to address the issues, and on drafting the proposed changes to the Plan is over 80% complete and expected to be completed by the middle of the year.

- 16 A report to Council to seek approval to publicly notify the plan change will be presented in September 2024. Notification of the plan change is proposed for November 2024.

**Heritage and Multi-unit Development Design plan change**

- 17 Staff are currently undertaking a review of the effectiveness and efficiency of 2GP provisions relating to heritage protection, and the design of multi-unit residential developments. This review was triggered by concern raised about the effectiveness of the plan's rules in managing the loss of important historic buildings that are under increased risk of demolition due to zoning changes that have provided for housing intensification. Concerns have also been expressed about the effectiveness of the plan's rules in achieving the objectives of the plan with respect to the design of multi-unit development. The review is likely to include a number of recommendations for improvements to the plan and a report to the Strategy, Planning and Engagement Committee or Council to initiate a plan change to respond to the results of that review is planned for the middle of 2024.

**Business Land plan change**

- 18 From 2022 to 2023 the DCC undertook research to understand Dunedin's future business land needs. This research looked at future demand, the capacity currently available and the likely trends in business activity.
- 19 The review identified a short-term shortfall of industrial land. Options to address this shortfall were included in the Future Development Strategy 2024-2054, alongside other potential changes to zoning to be investigated, including: a review of zoning around the new hospital site and at the existing Dunedin and Wakari hospitals; and the identification of an indicative area for the establishment of an inland freight hub on the Taieri Plain.
- 20 A plan review covering these matters and other issues that have been identified in relation to business land is programmed to begin in the first quarter of 2025. It is programmed that the outcome of that review would be brought to the Strategy, Planning and Engagement Committee or Council in mid-2025, alongside a request to initiate a plan change to respond to the review. This timeframe is subject to change depending on progress on the preceding plan changes, with staff availability dependent on the number of submissions and appeals.

**Native Reserves plan change**

- 21 Also programmed is a review of the 2GP provisions relating to mana whenua use of native reserves and any other related matters that are deemed appropriate to include in this plan change. This review is necessary as a result of an agreement with Kāti Huirapa Rūnaka ki Puketeraki and Te Rūnanga o Ōtākou. If changes to the provisions are required, this will lead to a plan change that is anticipated to be initiated in 2026.

**Future general Improvements plan changes**

- 22 Following on from Variation 1 and the current Minor Improvements plan change discussed above, City Development is anticipating the need for a regular programme of 'general improvements' plan changes to address discrete issues with the effectiveness and efficiency of provisions as they are highlighted via plan monitoring and plan user feedback. These changes will supplement and fill in the gaps between wider section or topic-based plan reviews.
- 23 City Development regularly receive feedback on the plan with suggestions related to:

- a) clarifications of provisions,
- b) areas where implementation has not occurred as anticipated,
- c) improvements to reflect the changing nature of activities, and
- d) aligning zoning with activities that have been granted consent.

24 Plan review work to feed into the next general improvements plan change will begin following completion of hearings and decisions for the current Minor Improvements plan change. A report will be brought to Council in 2026 to request approval to initiate the plan change to respond to that review.

### Ridgelines plan change

25 As a result of an agreement with Kāti Huirapa Rūnaka ki Puketeraki and Te Rūnanga o Ōtākou, City Development has undertaken a review of the provisions in the Plan that manage development on or near important ridgelines. The review has highlighted a gap in Plan provisions in this area, which has the potential to lead to adverse effects on mana whenua values, landscape and coastal character values, and rural character and amenity. A report will be brought to Council in late 2026 to request approval to initiate a change to the Plan to respond to the review.

### Implementation of the National Planning Standards

26 The national planning standards were introduced in 2019. The standards set out a prescribed structure and format for different planning instruments (including district plans), a set of standard definitions, and a standard set of zone and overlay types that can be used. They also set out requirements for electronic accessibility (eplans). The 2GP currently meets the eplan requirements but has a significantly different structure and format; it takes a finer-grained approach to zoning and plan rules, which better responds to the diverse nature of our city than the course, standardised sets of zones and rules included in the national planning standards.

27 The DCC was among a list of councils given a longer period of time (seven years) to adopt the planning standards, because Council had already initiated a second generation District Plan. Staff consider that implementing the changes required by the planning standards will require a full or near-full review of the plan. If it were to be completed by May 2026, that work would need to start by the beginning of 2025 as it would take around 18 months.

28 This time estimate is based on the need to map the current plan provisions and zone types against the prescribed plan structure, format, definitions and zone framework standards, while also reviewing all content against the current suite of national direction. The degree of change to the Plan's provisions required to fit them into the more generic planning standards will mean that a large portion of the Plan will be subject to submissions and a full Schedule 1 process. Given the cost of the last full plan review which has been running since 2015 (due to the time it takes appeals to be finalised), the cost of this process is likely to run into the millions of dollars.

29 Staff consider that any benefits achieved through standardisation would not justify the high costs of implementation or the displacement of other more important projects in the work programme. The cost would also be difficult to justify if implementation is undertaken prior to the Government's planned reforms to the RMA and any new national direction prepared under the new Act, which would generate a further need to review provisions.

**OPTIONS**

**Option One - Recommended Option**

30 It is recommended that the Council writes to the Minister for the Environment to request that the requirement for implementation of the National Planning Standards is put on hold while the Government’s Resource Management reform is underway. A draft letter has been prepared (Attachment A) covering the reasons outlined.

*Advantages*

- If successful, suspension of this requirement would allow the work programme to progress as planned and would avoid unnecessary costs and wasted efforts of progressing a significant plan review prior to the outcome of any RMA reform.

*Disadvantages*

- None identified.

**Option Two - Do not write to the Minister**

*Advantages*

- None identified

*Disadvantages*

- Does not create an opportunity to persuade the Government to suspend this requirement.

**NEXT STEPS**

- 31 Staff will prepare a report to Council or the Strategy, Planning and Engagement Committee to initiate a heritage and multi-unit development plan change to be presented by August 2024.
- 32 Staff will also prepare a report to Council for approval to notify Variation 3 – minor improvements September 2024, with notification in late 2024.
- 33 If approved by Council, a letter will be sent to the Minister for the Environment.

**Signatories**

Author:	Dr Anna Johnson - City Development Manager Jane MacLeod - Team Leader Planning Emma Christmas - Senior Policy Planner
Authoriser:	David Ward - General Manager, 3 Waters and Transition

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Letter to Minister for the Environment - implementation of National Planning Standards 2019	71

<b>SUMMARY OF CONSIDERATIONS</b>			
<b><i>Fit with purpose of Local Government</i></b>			
This decision enables democratic local decision making and action by, and on behalf of communities. This decision promotes the social, economic, environmental and cultural well-being of communities in the present and for the future.			
<b><i>Fit with strategic framework</i></b>			
	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	✓	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	✓	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	✓	<input type="checkbox"/>	<input type="checkbox"/>
The 2GP work programme contributes to the DCC strategic framework and other policies and plans.			
<b><i>Māori Impact Statement</i></b>			
The Resource Management Act requires consultation with iwi authorities in the development of plan changes.			
<b><i>Sustainability</i></b>			
These plan changes will contribute to sustainability outcomes through improved protection of heritage buildings and biodiversity areas in the 2GP.			
<b><i>LTP/Annual Plan / Financial Strategy /Infrastructure Strategy</i></b>			
The 2GP work programme is funded through the City Development budgets in the LTP.			
<b><i>Financial considerations</i></b>			
The costs of plan reviews and plan change preparation is managed through existing City Development budgets, however, the costs related to legal submissions and evidence for hearings (in response to matters raised in submissions) and as part of responding to appeals can be difficult to predict and budget for and are therefore managed through authorised overspends whenever appropriate.			
<b><i>Significance</i></b>			
This report is assessed as low significance in terms of the Council’s Significance and Engagement Policy.			
<b><i>Engagement – external</i></b>			
Aukaha have been engaged on the timing of the Native Reserves Plan change.			
<b><i>Engagement - internal</i></b>			
There has been engagement with Resource Consents and 3 Waters on aspects of the plan reviews discussed in the report.			
<b><i>Risks: Legal / Health and Safety etc.</i></b>			
There are no known legal or health and safety risks associated with this report.			

***Conflict of Interest***

There are no known conflict of interest.

***Community Boards***

There are no implications for Community Boards.







## HERITAGE ACTION PLAN UPDATE

Department: City Development

### EXECUTIVE SUMMARY

- 1 This report provides an update to the Council on the Heritage Action Plan.
- 2 It highlights aspects of the draft Implementation Plan to be progressed and included as a report to be considered as part of the 2025-34 9 year plan.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Heritage Action Plan Update report.

### BACKGROUND

- 3 A Council resolution on 22 February 2023 instructed staff to develop an Ōtepoti Dunedin Heritage Action Plan (Heritage Action Plan) to replace the 2007 Heritage Strategy. The plan and associated actions were developed from workshops held by the Heritage Action Plan Advisory Group that was established to provide input into the Heritage Action Plan, with input from mana whenua consultancy Aukaha, and a community and heritage building owner survey.
- 4 The draft Heritage Action Plan and Implementation Plan was presented to Council on 12 December 2023. The council resolution was:

*Moved (Cr Sophie Barker/Cr Kevin Gilbert):*

*That the Council:*

- a) *Agrees the vision for the Ōtepoti Dunedin Heritage Action Plan was: "Ōtepoti Dunedin is a city that treasures its heritage as a living inheritance from its past and a legacy for future generations."*
- b) *Adopts the Ōtepoti Dunedin Heritage Action Plan with the following amendments:*
  - Inclusion of the vision;
  - Change Paragraph 4 on page 2 to "The mission for the Heritage Action Plan."

- Change Paragraph 8 to “The 2023 Heritage Action Plan envisages a city where historic buildings are conserved and restored, maintained and strengthened, re-used rather than replaced, valued by the community, and promoted as a defining characteristic of Ōtepoti Dunedin’s built environment”
  - Adds to Introduction paragraph 2 on page 4 “Ōtepoti Dunedin is considered Aotearoa New Zealand’s premier heritage destination”.
- c) *Notes the draft Ōtepoti Dunedin Heritage Action Plan Implementation Plan.*
- d) *Requests staff to continue to engage with key stakeholders and investigate the following additions to the implementation plan:*
- The establishment of a Heritage Building Owners Forum to provide feedback and lobby on any built heritage issues.
  - Work to ensure that heritage tourism (including product and market development) is highlighted.
  - Consider options for a zero-carbon adaptive reuse policy.
  - Recognise and *support the existing skills resource.*
- e) **Notes** *that staff will bring an updated draft Implementation Plan to Council in time for 10 year plan 2024-34 deliberations in May 2024.*
- f) **Notes** *that confirmation of a governance approach for oversight of the implementation of the Heritage Action Plan, will follow approval by Council of a governance framework.*

*Motion carried (CNL/2023/305)*

## DISCUSSION

### Progress on finalising the Heritage Action Plan and Implementation Plan

- 5 The resolution notes that the final Heritage Action Plan and Implementation Plan will be presented to Council before the 2025-34 9 year plan hearings (now scheduled for 2025). Progress on the Heritage Action Plan and Implementation Plan has been affected by competing commitments. It is intended to present the finalised Heritage Action Plan and Implementation Plan to Council later in 2024 once consultation with key stakeholders has been completed.

### Progress on Heritage Action Plan actions

- 6 The Heritage Action Plan includes the following outcomes that are supported by the Second Generation District Plan (2GP):
- a) Outcome 4: More heritage places with significant heritage values are identified and protected in the 2GP
  - b) Outcome 5: Ōtepoti Dunedin’s heritage places are understood, valued, and promoted.
- 7 Actions to deliver on these outcomes include:

- a) assessing buildings for inclusion on Schedule of Protected Heritage Items and Sites and undertaking a plan change/variation in 2024
- b) developing a regular programme to add places to the heritage schedule of the 2GP
- c) investigating further ways of recognising and protecting the collective heritage significance of precincts and groups of associated buildings
- d) identifying and assessing historic buildings, structures, and sites, as well as heritage precincts and character-contributing buildings on 2GP maps and schedule.

8 The following policy projects are in progress to deliver on the above actions:

- a) Minor Improvements Plan Change (initiated as ‘variation 3’ to the 2GP), which is due to be notified by the end of 2024, will include new proposed scheduled heritage buildings. Ninety-five buildings have been assessed for scheduling and work to assess places with potential heritage significance is ongoing. Buildings that have been assessed were either identified by members of the public, heritage advocacy groups, had received conditional grants from the Dunedin Heritage Fund, Heritage New Zealand Pouhere Taonga, and staff. All buildings proposed for scheduling will be subject to a public submission and independent hearing process.
- b) Review the heritage provisions of the 2GP plan to determine appropriate methods to protect historic buildings that have not yet been assessed for scheduling, along with addressing any other issues that are identified. This plan review is partly in response to increasing public concern over the loss of historic buildings as a result of previous plan changes that enabled intensification.

#### **Work to be progressed for the 2025-34 9 year plan**

- 9 The Heritage Action Plan identified an action to “investigate changing the fee structure for heritage resource consents that affect heritage buildings, including seismic strengthening”. This action is considered at priority due to the additional buildings that are proposed for scheduling as part of the minor improvements plan change. It is therefore timely to consider how the fees and charges schedule could be best structured to encourage and support building owners to undertake seismic strengthening and other work that promotes conservation and re-use that would, prior to heritage scheduling, not require resource consent.
- 10 Consequently, ahead of finalising the Heritage Action Plan Implementation Plan, but as part of the development of the 2025-34 9 year plan, it is proposed that work is started to review the fees and charges schedule for resource consent applications relating to scheduled heritage buildings and character contributing buildings in heritage precincts.

#### **Option for a larger review of the fees and charges schedule**

- 11 Staff will undertake a review of the Resource Consent fees and staff charges that includes the range of resource consents that are eligible for fee waivers, and what activities would be appropriate for recovery of staff time.
- 12 Under the 2GP heritage provisions, resource consent is required for:
  - a) demolition of a scheduled heritage building (SHB)

- b) removal for relocation of a SHB
  - c) seismic strengthening of a SHB
  - d) alterations and additions to a protected part of a SHB (or part of the building visible from a public place if in a heritage precinct)
  - e) restoration of a HNZPT Category 1 Historic Place
  - f) demolition or removal for relocation of a character contributing building (CCB)
  - g) alterations and additions to parts of a CCB visible from a public place.
- 13 The following development does not require resource under the 2GP heritage provisions:
- a) 'like for like' repairs and maintenance, including retrofit double glazing, of both SHB and CCB
  - b) restoration of both SHB and CCB (excepting HNZPT Category 1 Historic Places)
  - c) repainting a CCB or SHB within a commercial heritage precinct using a prescribed range of traditional colours.
- 14 For resource consents, the following work currently qualifies for consent fees to be waived under Category A of Schedule A (Attachment A):
- replacing a roof on buildings that are located in a townscape or heritage precinct, or on a scheduled building
  - painting buildings that are located in the townscape or heritage precincts, or a scheduled building, and
  - modifying windows above verandah height of buildings located in a townscape or heritage precinct, or a scheduled building, or replacing a door on a scheduled building.
- 15 However, seismic strengthening, required by the earthquake prone building provisions of the Building Act, requires resource consent and does not currently qualify for a fee waiver. Strengthening of buildings, specifically those built using historic construction technologies, will increase as owners are required to meet earthquake prone building legislation.
- 16 It is noted that building consent applications proposing standalone seismic strengthening are already free from DCC fees. Where strengthening is included within a broader application, the processing time for the seismic strengthening component is undertaken free of charge. This policy (established in 2012) relates to seismic strengthening; heritage status of the building is not taken into account. Note that non-DCC levies still apply.
- 17 With respect to the charging of staff time, it is recommended that the review considers the current provisions for non-chargeable staff time. The current regime is that pre-application meetings are free, however, from July 2025 it is proposed that staff time will be charged where the application results in a resource consent. For consent processing, all DCC staff time is charged, except for City Development staff.

- 18 This means that the heritage, urban design and biodiversity advisors input into consent processing related to those matters is all non-chargeable and paid for through rates funding. This includes, where it is necessary, the use of consultants to provide staff cover where staff are on leave or a position is vacant.
- 19 For the heritage advisors, their input is generally required for all consents that involve heritage rules in the plan. The time required varies but is generally related to how aligned the activity is with the objectives of the 2GP, with applications that are most aligned with the plan taking on average less time than those that are least aligned. A similar pattern is true for biodiversity and urban design advisers who contribute to consents related to those plan rules.
- 20 As a result, those applications that are least aligned with the objectives and rules of the plan, for example demolition of a heritage building, almost always require substantially more time to assess than those that are well aligned with the plan’s objectives, for example seismic strengthening. This means there is a greater rate-payer subsidy for consents that have negative outcomes for the Plan’s objectives than positive outcomes.
- 21 Pre-application advice has been provided by DCC staff on a non-chargeable basis to encourage early engagement with staff prior to an application being lodged to help facilitate a smooth process and provide greater certainty around how applications will be assessed. Where applicants choose to use this process, it allows staff and applicants and/or their architects/designers to negotiate acceptable outcomes before the applicant has expended considerable time and expense in a finalised design. For heritage and design input, encouraging the use of the pre-application process is critical as applicants can be more resistant to making positive changes to designs when the engineering, and architectural documentation are further progressed. However, as heritage and urban design staff time is non-chargeable during the consent application assessment, there has been little incentive to attend pre-application meetings.
- 22 It is proposed that the review consider charging staff time as part of consent processing for heritage, urban design and biodiversity input. Options for this income, for example reinvesting it into the delivery of other heritage, urban design and biodiversity actions, including design guidance, incentives and other support, could also be explored through the review. It is also proposed that the review consider whether this staff time should remain free for pre-application meetings to encourage use of pre-application meetings to reduce consent costs.

**OPTIONS**

- 23 There are no options presented as this report is for noting.

**NEXT STEPS**

- 24 Staff will undertake a review of Resource Consent fees and staff charges in time for the 2025-34 9 year plan.

**Signatories**

Author:	Mark Mawdsley - Team Leader Advisory Services Dr Anna Johnson - City Development Manager
Authoriser:	David Ward - General Manager, 3 Waters and Transition

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Resource Consent Fees - Schedule A	81

**SUMMARY OF CONSIDERATIONS**

***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities. 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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"/>

The Heritage Action Plan contributes to the strategic framework strategies noted above.

***Māori Impact Statement***

All District Plan policy work referenced in report requires engagement with mana whenua at multiple stages.

***Sustainability***

Supporting reuse of heritage buildings contributes to sustainability noting the carbon footprint of demolition and rebuilding.

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

The report seeks direction to begin work to be considered as part of the LTP.

***Financial considerations***

None at this stage.

***Significance***

This report is considered to be of low significance in terms of the Council’s Significance and Engagement Policy.

***Engagement – external***

None as part of preparation of this report.

***Engagement - internal***

The resource consents team has been informed of the content of the report and has contributed to the contextual information in this report.

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

There are no identified risks.

**SUMMARY OF CONSIDERATIONS**

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

There are no implications for Community Boards.





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

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Any items for consideration by the Chair.

### **Attachments**

There are no attachments for this report.