

**Notice of Meeting:**

I hereby give notice that an ordinary meeting of the Civic Affairs Committee will be held on:

**Date:** Tuesday 6 August 2024  
**Time:** 10.00 am  
**Venue:** Council Chambers, Dunedin Public Art Gallery, The Octagon,  
Dunedin

Sandy Graham  
Chief Executive Officer

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**Civic Affairs Committee**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

<b>Chairperson</b>	Cr Bill Acklin	
<b>Deputy Chairperson</b>	Cr Marie Laufiso	
<b>Members</b>	Cr Sophie Barker	Cr David Benson-Pope
	Cr Christine Garey	Cr Kevin Gilbert
	Cr Carmen Houlahan	Cr Cherry Lucas
	Cr Mandy Mayhem	Cr Jim O'Malley
	Mayor Jules Radich	Cr Lee Vandervis
	Cr Steve Walker	Cr Brent Weatherall
	Cr Andrew Whiley	

**Senior Officer** Robert West, General Manager Corporate Services

**Governance Support Officer** Clare Sullivan

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Clare Sullivan  
Manager Governance

Telephone: 03 477 4000  
governance.support@dcc.govt.nz  
[www.dunedin.govt.nz](http://www.dunedin.govt.nz)

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

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**1 PUBLIC FORUM**

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

**2 APOLOGIES**

An apology has been received from Cr Steve Walker.

That the Committee:

**Accepts** the apology from Cr Steve Walker.

**3 CONFIRMATION OF AGENDA**

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

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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 or independent representative and any private or other external interest they might have.
2. Elected or independent 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 or Independent Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected or Independent Members' Interests.

### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Civic Affairs Committee Register of Interest	6

Civic Affairs Committee Register of Interest as at 31 July 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
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.
	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.	

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Mayor Jules Radich (cont)	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 Sophie Barker	Director	Ayrméd 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 Otaru 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.	

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker (cont)	Deputy Chair	Dunedin Food and Drink Tourism Story Group	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	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.
Cr David Benson-Pope	Owner	Residential Property Ownership in Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Yellow-eyed Penguin Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Heritage Fund (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.
Cr Christine Garey	Member	Otago Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	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.



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Kevin Gilbert (cont)	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.
	Member	Saddle Hill Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Food Equity and Education Dunedin (FEED) Charitable Trust	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.











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## **CONFIRMATION OF MINUTES**

### **CIVIC AFFAIRS COMMITTEE MEETING - 21 MAY 2024**

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#### **RECOMMENDATIONS**

That the Committee:

- a) **Confirms** the public part of the minutes of the Civic Affairs Committee meeting held on 21 May 2024 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A↓</a>	Minutes of Civic Affairs Committee meeting held on 21 May 2024	16

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**Civic Affairs Committee**  
**MINUTES**

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Minutes of an ordinary meeting of the Civic Affairs Committee held in the Council Chambers, Dunedin Public Art Gallery, The Octagon, Dunedin on Tuesday 21 May 2024, commencing at 10.00 am

**PRESENT**

**Chairperson** Cr Bill Acklin

**Deputy Chairperson**

**Members**

Cr Sophie Barker

Cr David Benson-Pope

Cr Christine Garey

Cr Kevin Gilbert

Cr Carmen Houlahan

Cr Cherry Lucas

Cr Mandy Mayhem

Cr Jim O'Malley

Cr Lee Vandervis

Cr Steve Walker

Cr Brent Weatherall

Cr Andrew Whiley

**IN ATTENDANCE**

Robert West (General Manager Corporate Services),

**Governance Support Officer**

Clare Sullivan

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**1 PUBLIC FORUM**

There was no Public Forum.

**2 APOLOGIES**

Apologies were received from Mayor Jules Radich and Councillor Marie Laufiso for absence and Councillor Carmen Houlahan for lateness

Moved (Cr Bill Acklin/Cr Lee Vandervis):

That the Committee:



**Accepts** the apologies from Mayor Jules Radich and Councillors Marie Laufiso for absence and Councillor Carmen Houlahan for lateness.

**Motion carried (CAC/2024/001)**

### **3 CONFIRMATION OF AGENDA**

Moved (Cr Bill Acklin/Cr Lee Vandervis):

That the Committee:

**Confirms** the agenda without addition or alteration

**Motion carried (CAC/2024/002)**

### **4 DECLARATIONS OF INTEREST**

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

Cr Whiley declared a new interest.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

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

**Motion carried (CAC/2024/003)**

### **5 CONFIRMATION OF MINUTES**

#### **5.1 CIVIC AFFAIRS COMMITTEE MEETING - 5 SEPTEMBER 2023**

Moved (Cr Bill Acklin/Cr Lee Vandervis):

That the Committee:

- a) **Confirms** the public part of the minutes of the Civic Affairs Committee meeting held on 05 September 2023 as a correct record.

**Motion carried (CAC/2024/004)**

## **PART A REPORTS**

### **6 BRIEFING FROM YOUTH COUNCIL**

Melody Buckby (Chairperson) and Alice Johnston (Deputy Chairperson) from the Dunedin Youth Council provided an update on the Youth Council activities. What they have done:

- Weekly podcasts
- Assisting schools/students re issues racism, homophobia and bullying and providing a safe space initiative in high schools – written to schools in May
- Working with ORC re safety in bus hub and petitioning for a late night bus service

Raised issues:

- Working on engagement with South Dunedin Futures project
- Ōtepoti vision survey
- Working on hosting a sound wave music event for high schools
- Continuing issues re bus hub safety
- Advocating re messages drink driving

Ms Buckby and Ms Johnston responded to questions.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

- a) **Notes** the report from the Youth Council

Cr Houlahan entered the meeting at 10.22 am

**Motion carried (CAC/2024/005)**

### **7 ACTIONS FROM RESOLUTIONS OF CIVIC AFFAIRS COMMITTEE MEETINGS**

A report from Civic provided the open actions from resolutions of Civic Affairs Committee meetings from the start of the triennium in October 2022.

The General Manager Corporate Services responded to questions.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

- a) **Notes** the Open Actions from resolutions of Civic Affairs Committee meetings.

**Motion carried (CAC/2024/006)**

### **8 CIVIC AFFAIRS COMMITTEE FORWARD WORK PROGRAMME**

A report from Civic provided a regular update of the Civic Affairs Committee forward work programme to show areas of activity, progress and expected timeframes for decision making across a range of areas of work.

The General Manager Corporate Services spoke to the report and responded to questions.

Moved (Cr Bill Acklin/Cr Jim O'Malley):

That the Committee:

- a) **Notes** the Civic Affairs Committee forward work programme.

**Motion carried (CAC/2024/007)**

## **9 CIVIC AFFAIRS ACTIVITY REPORT FOR THE PERIOD UNTIL 30 APRIL 2024**

A report from Civic provided for the effective administration of Council governance, its activities and elected member procedures and protocols. It noted that the purpose of this report was to provide information on work undertaken in the administration of Council governance.

Moved (Cr Bill Acklin/Cr Cherry Lucas):

That the Committee:

- a) **Notes** the Civic Affairs Activity Report

**Motion carried (CAC/2024/008)**

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

A request was made to hold a workshop on Standing Orders.

The meeting concluded at 10.43am.

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CHAIRPERSON

## **PART A REPORTS**

### **ACTIONS FROM RESOLUTIONS OF CIVIC AFFAIRS COMMITTEE MEETINGS**

Department: Civic

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#### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is the open actions from resolutions of Civic Affairs Committee meetings from the start of the triennium in October 2022 (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 Open Actions from resolutions of Civic Affairs Committee meetings shown in Attachment A.

#### **DISCUSSION**

- 3 This report provides an update on resolutions that are being actioned since the last Civic Affairs Committee meeting.

#### **Signatories**

Author:	Clare Sullivan - Manager Governance
Authoriser:	Robert West - General Manager Corporate Services

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Public Open Actions from resolutions - as at August 2024	21



## **CIVIC AFFAIRS COMMITTEE FORWARD WORK PROGRAMME**

Department: Civic

### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is to provide a regular update of the Civic Affairs 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). As this is an administrative report only, there are no options or Summary of Considerations.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the Civic Affairs Committee forward work programme as shown in Attachment A.

### **DISCUSSION**

- 2 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.
- 3 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.
- 4 A further report will be prepared for the next committee meeting in August 2024.

### **Signatories**

Author:	Clare Sullivan - Manager Governance
Authoriser:	Robert West - General Manager Corporate Services

### **Attachments**

<b>Title</b>	<b>Page</b>
<a href="#">↴A</a> Forward Work Programme - August 2024	23







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## **COMMUNITY BOARD FORUM**

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The following Community Boards, represented by their Chairpersons will present to Civic Affairs Committee. Other Community Board members may be in attendance.

West Harbour Community Board - Ange McErlane, Chairperson

Saddle Hill Community Board - Paul Weir, Chairperson

## **PLACED BASED GROUPS - UPDATE REPORT**

Department: Community Services and Community and Planning

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### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is to provide an overview of Place Based Community Groups (PBCG). It summarises key outcomes achieved by PBCGs who are funded by Council over the past year.
- 2 The Grants Subcommittee is delegated to allocate Place-Based Community Grants for the 2024/25 year on behalf of Council. As part of this delegation, regular reporting on PBCGs has occurred with the most recent PBCG report submitted to the Grants Sub-committee on 20 September 2023.
- 3 As consistent with the Council's Committee Structure and Delegations (2023), activity related to Place Based Communities is also reported to the Civic Affairs Committee. This report summarises key outcomes achieved by PBCGs who are funded by Council, over the past 12 months.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the update report on Place Based Community Groups

### **BACKGROUND**

- 4 Place Based Community Groups (PBCGs) undertake community-led development in communities and suburbs, with the purpose of improving the lives and wellbeing of residents. Currently the Council has approved funding for nine place-based community groups working across the city (see Attachment A). Each group is structured in a manner that best reflects the community that they serve, and the geographical area in which they work and deliver activities in.
- 5 The DCC's Place-Based Community Grants Fund (Fund) was first approved at the 10 year plan 2018 – 2021 deliberations, with \$300,000 budgeted annually as a means of supporting community wellbeing. The Fund was increased to \$400,000 in the 2021 – 2031 10 year plan deliberations along with approval for annual increases of \$30,000 from 2022/23, with the Fund reaching a maximum of \$550,000 in 2026/27.
- 6 The Council's Grants Subcommittee is delegated to receive and assess applications from PBCGs, and to allocate the Fund. The Grants Subcommittee has also received regular reporting about PBCGs from staff, including independent assessment reports.
- 7 In August 2023, nine PBCGs applied for \$642,289 from a total of over \$1.5 million related to their operation and project costs. The Council approved \$460,000 for nine PBCGs for the 23/24 FY (see Attachment A).

- 8** In June 2024, Council resolved to not increase the Place-Based Funding pool for the 2024/25 financial year.

In accordance with Standing Order 26.1, the following Notice of Motion was received from Deputy Mayor Cherry Lucas. During discussion it was moved (Deputy Mayor Cherry Lucas/Cr Mandy Mayhem):

That the Council:

- a) **Directs** staff not to distribute the \$30,000 increase in the Place-Based Funding pool for the 2024-25 year as per Council resolution (CNL/2021/121).
- b) **Notes** that resolution (CNL/2021/121) would be subject to further consideration once the Grants Review has been completed as part of the nine-year plan.

### **Division**

The Council voted by division

For: Crs Sophie Barker, Kevin Gilbert, Cherry Lucas, Mandy Mayhem, Jim O'Malley, Lee Vandervis, Brent Weatherall and Andrew Whiley (8).

Against: Crs David Benson-Pope, Christine Garey, Carmen Houlahan, Marie Laufiso and Steve Walker (5).

Abstained: Nil

The division was declared CARRIED by 8 votes to 5

### **Motion carried (CNL/2024/124)**

- 9** Applications to the Place-Based fund for the 2024/25 financial year opened 22 July, and will close on 16 August 2024.
- 10** For the 2024/25 financial year only, and in preparation for the 9-year plan and the DCC's grants review, applications for multi-year grants from the Fund have not been made available to applicants.

## **DISCUSSION**

### *Place Based Community Groups*

- 11** PBCGs deliver activities and services in their local community which are geographically defined. They are resident-led, with a focus on meeting diverse needs by strengthening local relationships through delivering services and/or activities, such as improving transport options and green spaces within that geographical area.
- 12** PBCGs have been operating in Ōtepoti/ Dunedin for several decades, with some local groups growing and others retracting over time as key local people join and leave.

*How do PBCGs differ from Community Boards?*

- 13 Community Boards are elected and operate within the delegations determined by Council. A Community Board's purpose is to engage with their local community and to advocate for it in Council discussions and decisions (Taituara, LGNZ 2022).
- 14 PBCGs on the other hand, have a broader focus. PBCGs can include diverse entities ranging from a group of volunteers with no formal structure, through to a charitable trust or incorporated society structure.
- 15 PBCGs operate to give effect to a shared vision determined by their local community.
- 16 They also advocate for their local community to a wider audience beyond Council. This can include seeking funding from central government, philanthropy and other groups or entities across the city.
- 17 Some PBCGs also engage in activities such as creating social enterprise or by undertaking contractual agreements.

*Department of Internal Affairs (DIA) funding of PBCGs*

- 18 Funding opportunities, especially from central government, have influenced the formation and growth of some PBCGs across New Zealand.
- 19 In Dunedin, the DIA supported PBCGs, including in 2011 under its Community Led Development Projects (CLDP) Scheme. It selected Dunedin's 'Valley Project' as one of its five pilots, enabling local innovation in community-led projects and multi-year funding to support its operations.
- 20 The Brockville Community Development Project, under the West Dunedin Youth and Community Trust, also received DIA multi-year funding in 2015, through the Community Development Scheme (CDS). This scheme had set criteria and provided funding for up to 3 years. It was more restrictive compared with DIA's CLDP but enabled the community to employ a coordinator and undertake some community-led projects.
- 21 A recent evaluation of the DIA's CLDP scheme (see Attachment B), has provided useful insight about the positive outcomes achieved using a community-led model, and identified key challenges. The report highlights the fragility of many of the community-led groups when the DIA funding ended for each group, as they were required to source funding elsewhere. Some groups ceased operations as it was unsustainable to continue to deliver community activities without paid staff, using a purely volunteer base. This suggests the need of mixed model of delivery using paid staff and volunteers.

*Council and PBCGs*

- 22 The DCC has always promoted its role as a 'part funder' and encourages community groups to apply for funding across different sources. This approach is also consistent when working with PBCGs.
- 23 PBCGs have successfully secured various funding sources, including philanthropic, central government (e.g., COGS and Lotteries), Gaming Trusts, local businesses, and fundraising, while heavily relying on volunteers who work alongside paid staff.

- 24 The key strength of the DCC’s Place-Based Fund is that it supports PBCGs with operational costs, including making a contribution toward staffing and other operational expenses. Other funding accessible to PBCGs tends to be project based and often excludes operational costs.
- 25 As noted in the report to the Grants sub-committee on 20 September 2023, collectively PBCGs have made a significant contribution to sustaining wellbeing in their local communities, including;
- growing local relationships and connections among community members,
  - connecting across a large number of diverse community groups,
  - providing key services such community pantries, food parcels and/or community meals,
  - offering safe and comfortable spaces to gather together,
  - delivering accessible and free WIFI,
  - offering engagement and social occasions to have a cup of tea and/or undertake exercise,
  - offering opportunities to meet and assess community need and develop a shared vision, and
  - encouraging connections through delivering community newsletters, offering community education, servicing community gardens and offering many volunteer opportunities.
- 26 As discussed in the CLDP evaluation (see Attachment B), PBCGs have a unique role and can assist local government to deliver wellbeing across a diverse range of communities. In Dunedin, PBCGs assist the DCC to better understand community needs and at times, have been consulted with on specific Council related activities such as transport options, or upgrades to green spaces in their local areas. They also help the DCC understand the wider funding landscape, and the influence of government policies on local communities.
- 27 A summary of the current nine PBCGs activities and related outcomes, can be viewed in Attachment A.

*How the DCC supports Place Based Community Groups*

- 28 Aside from offering a source of funding for PBCGs, the DCC also offers regular opportunities for PBCGs to connect, share ideas and raise common challenges.
- 29 Since March 2022 bi-monthly meetings have been held between the DCC’s Community Partnerships team and PBCGs. Additionally, Community Advisors meet regularly with each PBCG, most often with the co-ordinators, and identified governance members.
- 30 The DCC also assists in regular reporting on PBCGs via the Grants Subcommittee, sharing positive stories, highlighting challenges and seeking guidance from Council on key decisions related to the Fund.
- 31 The DCC also undertakes duties in ensuring the Fund is compliant with its current Grants Policy and staff complete the administration and monitoring of funding applications and agreements with PBCGs. This includes scheduling in regular visits by Community Advisors to each of the PBCGs, providing support and advice when needed, and attending activities when appropriate.

**OPTIONS**

32 As this report is for noting, there are no options.

**NEXT STEPS**

33 In preparation for the Grants Review, staff are undertaking an evaluation of the place-based Fund. This includes;

- Collating data related to the Fund since 2018
- Reviewing funding agreements and accountability reports
- Identifying key challenges specific to Dunedin’s PBCGs
- Identifying the unique role and value that PBCGs have in fostering wellbeing among communities.

34 Staff are also keen to identify key indicators related to wellbeing outcomes with PBCGs in order to better understand what needs they have in the future, and to develop improved and shared reporting going forward. This project is being led by Community Partnerships and will be completed in early 2025 to inform the Grants Review.

35 Staff will also continue to meet with other funders in order to understand the wider funding context. This includes understanding any new policy positions from other funders, and what impacts if any, this may have for PBCGs going forward.

**Signatories**

Author:	Gina Hu'akau - Community Partnerships Manager Mai Tamimi - Team Leader Community Development
Authoriser:	Nicola Morand - Manahautū (General Manager Māori Partnerships and Policy) Robert West - General Manager Corporate Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Attachment A. Place Based Community Groups. Summary	33
<a href="#">↓B</a>	Attachment B. CLDP Evaluation Report. June 2024.	37

**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 well-being of communities in the present and for the future.  
This decision promotes the economic well-being of communities in the present and for the future.  
This decision promotes the environmental well-being of communities in the present and for the future.  
This decision promotes the 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"/>	✓
Future Development Strategy	<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"/>

Place-Based Community Groups (PBCGs) develop community resilience, connection and identity that supports all residents in their local area. These help foster community wellbeing.

***Māori Impact Statement***

Some PBCGs have mana whenua and māta waka communities and are contributing to the values in Te Taki Haruru. Others are fostering their relationships with their local Māori communities.

***Sustainability***

PBCGs support and foster activities in their local neighbourhoods and geographical areas. They also celebrate local leadership and value a collective approach when undertaking activities.

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

The Fund related to PBCGs is in the 2021-31 10 year plan.

***Financial considerations***

There has been \$460,000 allocated for Place-based Community Grants in 2024/25 budget which complies with Council’s resolution in June 2024.

***Significance***

This update report is considered ‘low’ in terms of the Council’s Significance and Engagement Policy.

***Engagement – external***

Staff have met with all PBCGs who are funded by the DCC this year as part of offering advice and support.

***Engagement - internal***

Staff did not engage with other DCC departments in respect of this report.

**SUMMARY OF CONSIDERATIONS**

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

There are no known legal or health and safety risks.

***Conflict of Interest***

There are no known conflicts of interest noted in relation to the material in this report.

***Community Boards***

PBCGs are encouraged to engage with Community Boards where they exist in the same geographical area.































































































































































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## **PLACE-BASED GROUPS**

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A Place-based group will present to the Committee on its activities.

## **DCC SUBMISSION ON THE OTAGO REGIONAL COUNCIL REPRESENTATION REVIEW**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 This report seeks Council approval of a draft Dunedin City Council (DCC) submission (Attachment A) on the Otago Regional Council Representation Review (the Review). The initial proposal is at Attachment B.
- 2 The proposal seeks feedback on the way the communities that make up the area of the ORC are represented.
- 3 The draft DCC submission addresses concerns about the potential reduction in the Dunedin constituent councillor representation from six to five. The submission argues that the Mosgiel Taieri and Strath Taieri areas be transferred from the Molyneux constituency to the Dunedin constituency. This would result in the whole of the Dunedin City area being represented in one ORC constituency, rather than being split across two.
- 4 While this transfer would support the retention of six councillors in the Dunedin constituency, the submission acknowledges that it would result in a reduction of councillor representation in the Molyneux constituency from two councillors to one.

### **RECOMMENDATIONS**

That the Committee:

- a) **Approves** the draft DCC submission, with any amendments, on the Otago Regional Council's Representation Review.
- b) **Authorises** the Chief Executive to make any minor editorial changes to the submission if required.
- c) **Authorises** the Mayor or delegate to speak at any hearings in regard to the DCC submission.

### **BACKGROUND**

- 5 Under the Local Electoral Act 2001, each Council is required to undertake a Representation Review every six years. ORC completed its last review in 2018. Dunedin City Council conducted its review in 2020 and will review representation arrangements in 2026.



- 6 Representation reviews look at how many councillors will represent an area, and whether they will be elected at large (across the whole area), or from constituencies (and what those boundaries will be). Constituency boundaries should coincide with the boundaries of one or more territorial authorities. A regional Council must have constituencies.

## **DISCUSSION**

- 7 The ORC currently has four constituencies, being Dunedin represented by six councillors, Molyneux represented by two councillors, Dunstan represented by three councillors, and Moeraki represented by one councillor.
- 8 The Review proposes to reduce the number of Dunedin councillors on the Regional Council by one and add one councillor to the Dunstan constituency. This is due to a population growth in the Central Otago and Queenstown Lakes areas of approximately 21,400 people since 2018.
- 9 The submission acknowledges that the population growth of the Dunstan constituency needs to be addressed in the review. However, the number of Councillors for the Dunedin constituency should remain at six.
- 10 To retain six councillors in the Dunedin constituency, the submission proposes that the Mosgiel Taieri and Strath Taieri areas be transferred from the Molyneux constituency to the Dunedin constituency. This proposal is supported by the fact the community of interest for both is Dunedin, which provides core services to these areas, e.g., water services, roading infrastructure and recreational facilities. There are also strong employment and educational linkages with Dunedin.
- 11 Since the local government reorganisation in 1989, the Mosgiel Taieri and Strath Taieri areas have been part of the Dunedin City Council territorial authority. This position also supports the view that the community of interest for these areas is Dunedin. By transferring these from the Molyneux constituency to the Dunedin constituency, the boundaries for both the City Council area and the Regional Council constituency would be the same.
- 12 A public workshop was held on this matter and councillors views were taken into account in the preparation of the submission.

## **OPTIONS**

- 13 There are two options.

### **Option One – Recommended Option – Council submits on the ORC representation review**

- 14 Under this option, Council approves the draft submission, with any amendments, on the ORC representation review.

#### *Advantages*

- Enables the Council to advocate for transferring the Mosgiel Taieri and Strath Taieri areas from the Molyneux constituency to the Dunedin constituency of the ORC, being their community of interest.

- Enables Council to advocate for the whole of the Council area to be included in the Dunedin constituency of the ORC.
- Argues for the retention of the current number of councillors in the Dunedin constituency of the ORC.

*Disadvantages*

- There are no identified disadvantages to this option.

**Option Two – Status Quo – Council does not submit on the ORC representation review**

15 Under this option, Council does not approve the draft Council submission to ORC on the representation review.

*Advantages*

- There are no identified advantages for this option.

*Disadvantages*

- Missed opportunity to argue against a proposed reduction in the number of Councillor representatives for the Dunedin constituency, and the transfer of the Mosgiel Taieri and Strath Taieri areas of the Regional Council to Dunedin, being their community of interest.

**NEXT STEPS**

- 16 The ORC will consider any submissions and hear from submitters who wish to speak to their submission. It will then adopt a final proposal and give public notice. There will then be a period for appeals and objections.
- 17 Depending on the form of the final proposal, the Council may decide to appeal or object.
- 18 The Local Government Commission will then make a determination by 11 April 2025.

**Signatories**

Author:	Clare Sullivan - Manager Governance
Authoriser:	Robert West - General Manager Corporate Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Draft DCC Submission on the ORC Representation REview	109
<a href="#">↓B</a>	ORC Initial Proposal	113

**SUMMARY OF CONSIDERATIONS**

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

This decision enables democratic local decision making and action by, and on behalf of communities.

***Fit with strategic framework***

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

The Representation Review is a statutory requirement

***Māori Impact Statement***

There are no known impacts for Māori.

***Sustainability***

There are no implications for sustainability.

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

The submission has no impact on long term planning.

***Financial considerations***

The submission has no financial implications.

***Significance***

The decision is considered low in terms of the Council’s Significance and Engagement Policy.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

A workshop was held with elected members to enable them to provide feedback. Community boards were advised of the Representation Review and the opportunity to make a submission.

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

There are no identified risks.

***Conflict of Interest***

There are no known conflicts of interest.

**SUMMARY OF CONSIDERATIONS**

***Community Boards***

Community boards were advised of the ORC's representation review and invited to make submissions. Residents of the Strath Taieri and Mosgiel Taieri Community Boards areas are likely to be more affected.























## **AMENDMENT TO LOCAL GOVERNMENT MEMBERS (2024/25) - DETERMINATION 2024**

Department: Civic

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### **EXECUTIVE SUMMARY**

- 1 The Remuneration Authority (the Authority) sets remuneration for local government elected members.
- 2 The purpose of the report is to update the Committee on the new rates payable for mileage allowance.
- 3 As this is an administrative report a Summary of Considerations is not required.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the Local Government Members (2024/25) Amendment Determination 2024

### **DISCUSSION**

- 4 The Authority has advised the Council that the Inland Revenue Department has published its latest kilometre rates that apply to business motor vehicle expenditure claims. As a result, the Authority has reviewed the vehicle kilometre allowance. A copy of the determination with the rates is attached (Attachment A)
- 5 The Rules for the Recovery of Expenses and Childcare (the Rules) include the vehicle kilometre information and will be updated to reflect the new rates.
- 6 The rates will apply from 1 July 2024.

### **OPTIONS**

- 7 There are no options required for this report.

### **NEXT STEPS**

- 8 The Rules for the Recovery of Expenses and Childcare will be amended.

**Signatories**

Author:	Clare Sullivan - Manager Governance
Authoriser:	Robert West - General Manager Corporate Services

**Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">↓A</a>	Local Government Members (2024/25) Amendment Determination 2024	121











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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.