

**Notice of Meeting:**

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

**Date:** Tuesday 17 September 2024  
**Time:** 9.00 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  
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***Note:** Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.*

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**1 PUBLIC FORUM**

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

**2 APOLOGIES**

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

**3 CONFIRMATION OF AGENDA**

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

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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 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>
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Civic Affairs Committee Interest Register September 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
	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	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.
	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.
	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
	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.



Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
	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.
	<b>Secretary</b>	Dunedin Abrahamic Interfaith Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Secretary	Refugee Support Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Former Refugee Steering Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
	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.
	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.
	Director	Ocho Newco Limited	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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	Okiā Reserve Management Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waikouaiti Coast Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr 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	Okiā Reserve Management Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Steve Walker	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
Cr 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.
	Member	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	Hereweka 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.
	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.
	Board Member	Dunedin Christmas Charitable Trust	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 - 6 AUGUST 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 06 August 2024 as a correct record.

#### **Attachments**

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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 06 August 2024, commencing at 10.00 am

**PRESENT**

<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 Brent Weatherall	Cr Andrew Whiley

**IN ATTENDANCE** Scott MacLean (General Manager Climate and City Growth).

**Governance Support Officer** Clare Sullivan

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**1 PUBLIC FORUM**

There was no Public Forum.

**2 APOLOGIES**

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

Apologies were received from Cr Steve Walker for absence and Cr Laufiso for early departure.

That the Committee:

**Accepts** the apologies from Cr Walker for absence and Cr Laufiso for early departure.

**Motion carried (CAC/2024/009)**

### **3 CONFIRMATION OF AGENDA**

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

**Confirms** the agenda without addition or alteration

**Motion carried (CAC/2024/010)**

### **4 DECLARATIONS OF INTEREST**

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

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

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

**Motion carried (CAC/2024/011)**

### **5 CONFIRMATION OF MINUTES**

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

Moved (Cr Bill Acklin/Cr Cherry Lucas):

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.

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



**PART A REPORTS**

**6 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 Marie Laufiso):

That the Committee:

- a) **Notes** the Open Actions from resolutions of Civic Affairs Committee meetings shown in Attachment A in the agenda.

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

**7 CIVIC AFFAIRS COMMITTEE FORWARD WORK PROGRAMME**

A report from Civic provided an 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.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

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

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

**8 COMMUNITY BOARD FORUM**

**West Harbour Community Board**

Duncan Eddy, Member of the West Harbour Community Board, addressed the Committee and raised a number of matters which included:

- More proactive management regarding impact of cruise ships on Port Chalmers community
- Provision of sufficient public toilets in West Harbour
- Requesting a disability park outside the chemist in Port Chalmers
- In 2021 several historical information panels were going to be erected in Port Chalmers but they have not yet been built
- Tree maintenance on Upper Junction Road

### **Saddle Hill Community Board**

Paul Weir, Chair of the West Harbour Community Board addressed the Committee and raised the raised a number matters which included:

- success of the Board’s Youth Ambassador’s Scheme
- Thanked the Council for contractors gritting the roads when frosty
- Board seeks a lower speed limit on the Brighton – Kuri Bush road
- More proactive maintenance for stormwater drains in Ocean View- always an issue when heavy rainfall especially depending on the tides
- Shared pathway Waldronville – Brighton
- Shoreline erosion especially Brighton – Kuri bush
- Residents of McMaster road would like this tarsealed as there is an increasing number of developments now using it so more dust accumulates

The Chair thanked the Board representatives for the presentations.

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

A report from Community Services and Community and Planning provided an overview of Place Based Community Groups (PBCG). It summarised key outcomes achieved by PBCGs funded by Council over the past year.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

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

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

### **10 PLACE-BASED GROUPS**

Kristy Compton, Chair and Teresa Christie, Community Connector from the Taieri Network to speak to the Committee and updated them on the broad range of activities and connections with various groups in the community including the Community Board.

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

A report sought approval from the Committee of a draft Dunedin City Council (DCC) submission on the Otago Regional Council Representation Review (the Review).

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

- a) **Approves** the draft DCC submission, 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.

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

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

A report from Civic noted the new rates payable for mileage allowance.

Moved (Cr Lee Vandervis/Cr Christine Garey):

That the Committee:

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

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

**13 ITEMS FOR CONSIDERATION BY THE CHAIR**

There were no items raised for consideration by the Chair

The meeting concluded at 12.08 pm.

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CHAIRPERSON



PUBLIC OPEN ACTIONS - CIVIC AFFAIRS COMMITTEE RESOLUTIONS 2023-2025 as at September 2024						
Meeting Date	Resolution	Report	Resolution or Action to be Taken	Group	Due Date	Status
05/09/2023	CAC/2023/020	Recognition of Former Mayors	a) Approves commissioning a photographic portrait to recognise the service of former mayors beginning with former Mayor Hawkins	Civic		Photograph to be taken shortly
	CAC/2023/023	Recognition of Former Mayors	a) Authorises the cost of future new links to be funded from Council budgets beginning with former Mayor Hawkins	Civic		Jeweller approached to make links and modify chain accordingly

PUBLIC COMPLETED ACTIONS - CIVIC AFFAIRS COMMITTEE RESOLUTIONS 2022-2025					
Meeting Date	Resolution	Report	Resolution or Action to be Taken	Group	Completed
5 September 2023	CAC/2023/024	Recognition of Former Mayors	e) Notes that the Honours board will be updated with a single entry for each Mayor that includes their entire length of service	Civic	September 2024: Completed. Honours Board updated

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

Department: Civic

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### **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 - September 2024	25



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

Civic Affairs Committee Forward Work Programme 2024/2025 - September 2024														
Area of Work	Reason for Work	Council role (decision and/or direction)	Expected Timeframes											
			Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August
LGNZ AGM Remits and Rules	Remits and rule changes to be considered at the AGM.	Consider and decide on remits and rule changes.  <b>Progress to date:</b> Delegates to the voting delegate (the Deputy Mayor) the authority to determine the DCC's voting position for the remits submitted to the LGNZ AGM. <b>Council 31 July 2024 (CNL/2024/140)</b>												
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> A submission was presented to the 6 August 2024 meeting.	As and when required											
External organisations	Consider which organisations require Council representation	A report was presented to the Civic Affairs Committee at the September 2023 meeting.  <b>Progress to date:</b> Work is underway on analysing information held on external organisations.  Update report to the November 2024 meeting			Report									
Recognition of Former Mayors	Investigate options and costs for a possible Mayoral Scholarship	Investigate options and costs for a possible Mayoral Scholarship.  <b>Progress to date:</b> Staff are investigating possible options and will report at the November 2024 meeting.			Report									
Activities Report	Information on various governance activities	Update report to the November 2024 meeting			Report									

Civic Affairs Committee Forward Work Programme 2024/2025 - September 2024														
Area of Work	Reason for Work	Council role (decision and/or direction)	Expected Timeframes											
			Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August
Place-based groups	Information on the role of place-based groups	A report was presented at the 6 August 2024 meeting												
Place-based groups	Presentations from groups	Two place-based groups will brief the committee on their work at each meeting.	Presentations will be made to each meeting											
Presentation from Dunedin Youth Council	A yearly update by the Dunedin Youth Council	Representatives from the Youth Council will present a yearly report and briefing.  <b>Progress to date:</b> A date for the presentation for 2025 is to be confirmed.												
Review of Standing Orders	Statutory requirement under Schedule 7, clause 27 of the LGA. Originally adopted in 2016.	Review Standing Orders  <b>Progress to date:</b> New standing order guidelines are being produced.  A date for the Council workshop is to be confirmed, likely to be later in 2024.												
Review of Code of Conduct	Statutory requirement under Schedule 7, clause 15 of the LGA. Originally adopted in 2016.	Consider and decide on proposed changes to the Code of Conduct  <b>Progress to date:</b> A date for the Council workshop is to be confirmed, likely to be later in 2024.												
Elected member gift policy	Currently included in Code of Conduct but	Decide on an Elected Members Gift Policy.  <b>Progress to date:</b> A date for the Council workshop is to be confirmed, likely to be later in 2024.												

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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.

Mosgiel Taieri Community Board - Andrew Simms, Chairperson

Otago Peninsula Community Board - Paul Pope, Chairperson

### **Attachments**

There are no attachments for this report.

## **PLACE BASED COMMUNITY GROUPS - PRESENTATION TO THE CIVIC AFFAIRS COMMITTEE**

Department: Community Services

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### **EXECUTIVE SUMMARY**

- 1 Two place-based groups have been invited to present to the Civic Affairs Committee at the 17 September meeting.
- 2 This report provides a short summary of each place-based group and the area that they operate in.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the report – Place Based Community Groups. Presentation to the Civic Affairs Committee

### **BACKGROUND**

- 3 The Civic Affairs Committee is delegated to decide on Activities of Place Based Community Groups (PBCGs) as detailed in the Council's Committee Structures and Delegations Manual (2023, P. 13).
- 4 The Civic Affairs Committee has invited PBCGs to present to them, so they are updated on the range of activities and services that they deliver in their local communities.
- 5 This report provides a summary of the two PBCGs who will present to the Civic Affairs Committee at the 17 September meeting, namely:
  - Progress of Waikouaiti Area Incorporated (POWA), and
  - South Dunedin Community Network.

### **DISCUSSION**

*Progress of Waikouaiti Area Inc (POWA)*

- 6 Progress of Waikouaiti Area Inc (POWA) is a registered charity with the legal structure of an Incorporated Society.

- 7 They are governed by a committee of seven, led by Chairperson Kathleen Ryan. They employ a Community Engagement Manager, Sonya Billyard and a Newsletter Editor (position currently vacant).
- 8 Their vision is *“a strongly connected, healthy and resilient community. Our mission is to inspire and support locally-led action to enhance the life of the Waikouaiti and Karitane communities by working with the strengths and resources of our place and people.”*
- 9 The community is rural, approximately 40 kilometres (35 minutes) drive from Dunedin’s CBD. The population is growing with commuters and young families moving into the area. New housing is being built with a sub-division off Beach Street.
- 10 POWA runs a busy Foodbank service and maintains a community garden. They offer face-to-face interactions for the community and the Community Engagement Manager also manages an office out of the East Otago Events Centre. POWA produces a monthly Newsletter that is delivered to over 1100 letterboxes and online. They run several community events each year including High Teas, a Fete and this year ran a series of Community Hui in partnership with Kati Huirapa Rūnaka ki Puketeraki, focussed on their local environment and in strengthening local understanding of water resources, and emergency preparedness.

#### *South Dunedin Community Network (SDCN)*

- 11 The South Dunedin Community Network (SDCN) was established in 2016 because of the 2015 floods.
- 12 Their community hub is in the heart of South Dunedin on King Edward Street where community members can pop in to read a book and have a coffee in the sun, connect with staff, build relationships with other community members, and access resources and information.
- 13 The SDCN collaborates with several groups and organisations who utilise the community hub to provide access to services, education, workshops and more for the betterment of the South Dunedin Community.
- 14 The SDCN empowers their community by providing avenues, tools, and information for community members to give feedback and consult on issues that directly impact them with a particular focus on the impacts of climate change which the area is particularly vulnerable to.
- 15 They host regular hui to engage with and bring together their community and contribute significantly towards the organisation planning and implementation of the South Dunedin Street Festival.
- 16 They have also been integral in working alongside the DCC, particularly the South Dunedin Futures’ team, and in supporting them with community engagement in their work.

#### **OPTIONS**

- 17 There are no options as this paper is for noting.

#### **NEXT STEPS**

- 18 There are no next steps associated with this paper.

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### Signatories

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

### Attachments

There are no attachments for this report.

**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"/>	<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 activity of PBCGs supports many of the DCC’s plans and strategies. Some PBCGs are also being asked to offer their advice in regard to Parks, Transport and Planning and have participated in DCC forums.

***Māori Impact Statement***

The majority of PBCGs work alongside Māori whānau in their local areas. A few PBCGs have engaged or are engaging with their local Marae, others are yet to develop their relationships with mana whenua or māta waka communities.

***Sustainability***

Many of the PBCGs are implementing sustainability practices into their services and activities. This includes sustainability plans for themselves as groups and in wanting to diversify their income in order to grow their community work.

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

PBCGs deliver community-led development. Working in partnership with the DCC, means that many of their activities relate to the DCC’s LTP and Annual Plan.

***Financial considerations***

There are no financial implications.

***Significance***

There are no matters of significance.

***Engagement – external***

Staff have engaged with all of the PBCG applicants to ensure that their information is correct for the Grants Subcommittee and to understand the future aspirations of each PBCG.





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## **PRE-ENGAGEMENT PLAN FOR 9-YEAR PLAN 2025-34**

Department: Executive Leadership Team

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### **EXECUTIVE SUMMARY**

- 1 This report outlines for Council's consideration options for the 2025-2034 9 Year Plan early engagement with the community.
- 2 Early engagement is not a statutory requirement but is an additional opportunity to engage the community in the 2025-2034 9 Year Plan development process.
- 3 Early engagement is planned for October 9 to October 23.
- 4 After early engagement concludes a report will be prepared for Council summarising the outcomes and feedback received from the community.

### **RECOMMENDATIONS**

That the Committee:

- a) **Decides** on the preferred option for early engagement with the community, to support the development of the 2025-2034 9 Year Plan.
- b) **Notes** that staff will implement the preferred option.

### **BACKGROUND**

- 5 In February 2024, Council decided to complete an Annual Plan for the 2024/25 year, and then complete a 9 Year Plan covering the 2025-34 years. This was due to the Water Services Acts Repeal Act 2024, that provided transitional options for local authorities to consider in the preparation of their long term plans.
- 6 Early engagement is undertaken to raise awareness of the development of the 2025-2034 9 Year Plan, to communicate relevant information to the community, to ask the community for feedback regarding certain issues and inform Councillors regarding community sentiment.
- 7 Early engagement may also raise awareness of issues that Council wishes to communicate to the community ahead of the formal consultation on the draft 2025-2034 9 Year Plan.
- 8 The proposed approach to early engagement for the 2024-2034 10 Year Plan is in alignment with the DCC's Significance and Engagement Policy.



- 18 Early engagement provides an opportunity for the community to express their views and aspirations for the future. Feedback would be gathered online and through targeted approaches.
- 19 An opportunity for engagement with Mana whenua and the Māori community will be provided.
- 20 Targeted engagement will occur with identified stakeholder groups – being youth, Pasifika, and migrant communities.
- 21 It is proposed that a short online survey be utilised. The same approach was taken in the 2023 early engagement, using the same approach and format allows for a consistency of approach and data comparison across both the 2023 and 2024 early engagement processes.
- 22 Feedback from the community would be incorporated into a report for Council consideration alongside other 2025-2034 9 Year Plan reports in November and December.

### **OPTIONS**

- 23 Three options for early engagement are presented below.

#### **Option One – (Recommended Option) Online and Targeted Stakeholder Meetings Early Engagement**

- 24 This option includes online content in the form of a survey and the ideas wall, mana whenua and Māori engagement, targeted stakeholder engagement and the provision of opportunities for Councillor participation. A marketing campaign would be executed to promote awareness and encourage participation.
- 25 This is the only option that provides targeted stakeholder engagement and opportunities for Councillors to meet with residents and hear their feedback directly. This would involve individual councillor participation through opportunities at for example, the Farmers Market, Civic Centre Foyer and on the Library Book Bus.

#### *Advantages*

- Provides a more fulsome opportunity for the community to express their views and aspirations for the future.
- Makes a concerted effort to engage with the community directly.

#### *Disadvantages*

- Will require a reprioritisation of DCC resourcing to meet timing pressures.

#### **Option Two – Only Online Early Engagement**

- 26 This option includes creating online content and providing opportunities for feedback through a survey and an ideas wall. A marketing campaign would be executed to promote awareness of the survey and the ideas wall.

#### *Advantages*

- Takes an online approach to engagement with the community

*Disadvantages*

- Does not offer any face to face engagement.
- Missed opportunity for Councillors to participate.

**Option Three – No Early Engagement**

27 There is no legislative requirement to undertake early engagement.

*Advantages*

- Financial savings to DCC by not undertaking early engagement.

*Disadvantages*

- Misses the opportunity to check back in with the community from the 2023 early engagement process before the formal 2025-2034 9 Year Plan consultation next year.

**NEXT STEPS**

- 28 Once Council approves an approach for early engagement with the community, staff will implement an early engagement programme.
- 29 A considerable amount of work was undertaken by staff in 2023 for what was to be the 10 Year Plan. The 9 Year Plan engagement process, beginning with early engagement, proposes to utilise the marketing collateral already completed including the name and design developed in 2023.
- 30 A workshop with Councillors and a further report to Council will be presented to approve the name and design for the 9 Year Plan 2025-34.

**Signatories**

Author:	Jeanette Wikaira - General Manager Arts, Culture and Recreation
Authoriser:	Sandy Graham - Chief Executive Officer

**Attachments**

There are no attachments for this report.

**SUMMARY OF CONSIDERATIONS**

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

This decision enables democratic local decision making and action by, and on behalf of communities as it will potentially provide an opportunity for the community to express their view and aspirations, in the context of the 2025-2034 9 Year Plan development.

***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"/>

Early engagement in the context of the 2024-2024 9 Year Plan development is relevant to all strategies in the DCC's strategic framework.

***Māori Impact Statement***

Staff are in continual engagement with the Māori community. A hui with mana whenua and the wider Māori community is proposed for 2025-20234 9 Year Plan early engagement.

***Sustainability***

Early engagement in the context of the 2025-2034 9 Year Plan will provide an opportunity for the community to express their views and aspirations in terms of DCC's work towards sustainability.

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

Early engagement in the context of the 2025-2034 9 Year Plan is an opportunity for the community to express their views and aspirations which is relevant to all 10 Year Plan strategies and policies.

***Financial considerations***

All options proposed in this report will be met from within existing operating budgets.

***Significance***

This report is proposing an early engagement opportunity in relation to the 2025-2034 9 Year Plan process itself and is therefore not driven by a specific decision/proposal/issue. However, engagement will be delivered in alignment with the principles outlined in the Significance and Engagement policy.

***Engagement – external***

External stakeholders will be approached, depending on the level of engagement determined by Council.

***Engagement - internal***

The early engagement plan has been prepared with input from staff including community engagement practitioners, across all DCC departments. The departments primarily responsible for preparing the report were the 9 Year Plan Workstream Engagement Group, Policy, Communications and Marketing.

**SUMMARY OF CONSIDERATIONS**

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

There are no known risks.

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

The 2025-2034 9 year Plan is of interest to all the community and Community Boards will be provided with information to distribute directly to their communities.

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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.