

**Notice of Meeting:**

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

**Date:** Tuesday 5 November 2024  
**Time:** 9.00 am  
**Venue:** Council Chambers, Dunedin Public Art Gallery, The Octagon,  
Dunedin

Sandy Graham  
Chief Executive Officer

---

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

---

**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 MayhemG	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

---

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.



<b>ITEM</b>	<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
1	Public Forum	4
2	Apologies	4
3	Confirmation of Agenda	4
4	Declaration of Interest	5
5	Confirmation of Minutes	14
5.1	Civic Affairs Committee meeting - 17 September 2024	15
<b>PART A REPORTS (Committee has power to decide these matters)</b>		
6	Civic Affairs Committee Forward Work Programme	21
7	Community Board Forum	25
8	Place Based Community Groups - presentation to the Civic Affairs Committee	26
9	Dunedin Youth Council Six Monthly Report, 1 July - 31 October 2024	31
10	Civic Affairs Activity Report for the period until 30 October 2024	32
11	Items for Consideration by the Chair	35
	<b>RESOLUTION TO EXCLUDE THE PUBLIC</b>	<b>36</b>

**1 PUBLIC FORUM**

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

**2 APOLOGIES**

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

**3 CONFIRMATION OF AGENDA**

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

---

## **DECLARATION OF INTEREST**

---

### **EXECUTIVE SUMMARY**

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

### **RECOMMENDATIONS**

That the Committee:

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

### **Attachments**

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

<b>Civic Affairs Committee Interest Register</b>				
<b>22 October 2024</b>				
<b>Councillors are members of all committees</b>				
<b>Name</b>	<b>Responsibility (i.e. Chairperson etc)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
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	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
Cr David Benson-Pope (cont)	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
Cr Kevin Gilbert (cont)	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
Cr Marie Laufiso (cont)	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.
Cr Cherry Lucas	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.
	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
Cr Cherry Lucas (cont)	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
Cr Jim O'Malley (cont)	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
Cr Brent Weatherall (cont)	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.	

---

## **CONFIRMATION OF MINUTES**

### **CIVIC AFFAIRS COMMITTEE MEETING - 17 SEPTEMBER 2024**

---

#### **RECOMMENDATIONS**

That the Committee:

- a) **Confirms** the minutes of the Civic Affairs Committee meeting held on 17 September 2024 as a correct record.

#### **Attachments**

	<b>Title</b>	<b>Page</b>
<a href="#">A↓</a>	Minutes of Civic Affairs Committee meeting held on 17 September 2024	15

---

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

---

Minutes of an ordinary meeting of the Civic Affairs Committee held in the Council Chambers, Dunedin Public Art Gallery, The Octagon, Dunedin on Tuesday 17 September 2024, commencing at 9.00 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 Steve Walker	Cr Brent Weatherall
	Cr Andrew Whiley	

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

**Governance Support Officer** Clare Sullivan

---

**1 PUBLIC FORUM**

There was no Public Forum.

**2 APOLOGIES**

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

**Accepts** the apologies from Mayor Jules Radich for absence and Cr Whiley for late arrival.

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

**3 CONFIRMATION OF AGENDA**

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

**Confirms** the agenda without addition or alteration

**Motion carried (CAC/2024/019)**

**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.

There were no changes.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

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

**Motion carried (CAC/2024/020)**

**5 CONFIRMATION OF MINUTES**

**5.1 CIVIC AFFAIRS COMMITTEE MEETING - 6 AUGUST 2024**

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

- a) **Confirms** the minutes of the Civic Affairs Committee meeting held on 06 August 2024 as a correct record with one amendment noting the correct name of a community board.

**Motion carried (CAC/2024/021)**



## **PART A REPORTS**

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

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

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

- a) **Notes** the open and completed actions from resolutions of Civic Affairs Committee meetings.

**Motion carried (CAC/2024/022)**

### **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 Lee Vandervis):

That the Committee:

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

**Motion carried (CAC/2024/023)**

### **8 COMMUNITY BOARD FORUM**

Mosgiel Taieri Community Board

Andrew Simms, Chairperson and Dean McElwee, Deputy Chairperson of the Mosgiel Taieri Community Board addressed the Committee and raised a number of issues which included:

- Transport and safety issues, especially heavy traffic on Gordon Road and congestion into and out of Mosgiel
- Continue to advocate for trail access across Taieri Historic Park
- Noted thanks for the Outram Glen toilet which will be completed shortly
- Mudtanks – received notification of regular monitoring and maintenance which has helped lessen impact of heavy rain
- Commented on the number of board meetings scheduled in a year and amount of time allocated to present submissions on annual plan and long term plan.

Otago Peninsula Community Board

Paul Pope, Chairperson and Hoani Langsbury, Deputy Chairperson of the Otago Peninsula community board addressed the Committee and raised a number of issues which included:

- Completion of the Peninsula Connection project
- Key water and wastewater reticulation east of Portobello
- Climate Change and resilience especially in the Back Bay roads, Hoopers Inlet, Harwood and Tidewater Drive
- Stand-alone toilets are needed at MacAndrew Bay Beach on the beach side, there are currently toilets in the hall across the road - but families need to cross a busy road
- Progress update is required on the old school site at Tomahawk, what is planned for the site and when

The Chair thanked the representatives of both community boards for their presentations and responses to questions asked.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

**Adjourns** the meeting until 10.27 am

**Motion carried**

The meeting adjourned at 10.20 and resumed at 10.27 am

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

A report from Community Services provided an overview of the two place-based groups presenting to Civic Affairs at the meeting.

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

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

**Motion carried (CAC/2024/024)**

### **Progress of the Waikouaiti Area**

Kath Ryan, Chair and Sonya Billyard, Community Engagement Manager presented on the group's activities, liaison with the community board and groups in the community.

### **South Dunedin Community Network**

Kirsten Gibson, Manager of South Dunedin Community Network spoke to the Committee and noted the number of groups that the network liaised with at its premises, it hosts an annual street festival; and facilitates meetings with the community and Dunedin City Council and Otago Regional Council regarding issues such as South Dunedin Future.

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

A report from the Executive Leadership Team provided outlines for Council’s consideration for the 2025-2034 9 Year Plan early engagement with the community.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

- a) **Decides** to undertake Online and Targeted Stakeholder Meetings early engagement with the community, to support the development of the 2025-2034 9 Year Plan.

**Division**

The Committee voted by division

For: Crs David Benson-Pope, Christine Garey, Marie Laufiso, Mandy Mayhem and Bill Acklin (5).

Against: Crs Sophie Barker, Kevin Gilbert, Carmen Houlahan, Cherry Lucas, Jim O'Malley, Lee Vandervis, Steve Walker, Brent Weatherall and Andrew Whiley (9).

Abstained: Nil

The division was declared **LOST** by 5 votes to 9

Moved (Cr Cherry Lucas/Cr Andrew Whiley):

That the Committee:

- a) **Decides** to undertake Online 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

**Division**

The Committee voted by division

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

Against: Nil

Abstained: Nil

The division was declared **CARRIED** by 14 votes to 0

**Motion carried (CAC/2024/025)**

**11 ITEMS FOR CONSIDERATION BY THE CHAIR**

There were no items raised for consideration by the Chair.

The meeting concluded at 12.23 pm.

.....  
CHAIRPERSON





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

Civic Affairs Committee Forward Work Programme 2024/2025 - November 2024														
Area of Work	Reason for Work	Council role (decision and/or direction)	Expected Timeframes											
			Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct
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> One submission has been considered to date												
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 Committee in 2025												
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 in 2025.												

Civic Affairs Committee Forward Work Programme 2024/2025 - November 2024														
Area of Work	Reason for Work	Council role (decision and/or direction)	Expected Timeframes											
			Nov	Dec	Jan	Feb	March	April	May	June	July	August	Sept	Oct
Activities Report	Information on various governance activities	Update report to the November 2024 meeting												
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.												
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 workshop will be scheduled.												
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 workshop was held on 31 October.												
Elected member gift policy	Currently included in Code of Conduct but	Decide on an Elected Members Gift Policy. <b>Progress to date:</b> The workshop on the Code of Conduct was held on 31 October.												



---

## **COMMUNITY BOARD FORUM**

---

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

Waikouaiti Coast Community Board - Alasdair Morrison, Chairperson

Straith Taieri Community Board- Anna Wilson, Deputy Chairperson

### **Attachments**

There are no attachments for this report.

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

Department: Community Services

---

### **EXECUTIVE SUMMARY**

- 1 Two place-based groups have been invited to present to the Civic Affairs Committee at the 5 November 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 5 November meeting, namely:
  - Strath Taieri Connect Charitable Trust
  - BIAS Charitable Trust

### **DISCUSSION**

#### *Strath Taieri Connect Charitable Trust*

- 6 The Strath Taieri Connect Charitable Trust (Trust) is a registered charity that is governed by 6 trustees; Lynnore Templeton (Chair), Emily Jones (Treasurer), Robin Thomas, Carmon Hope, Barry Taylor and Bridget Roulston (Trustees). The Strath Taieri community is rural,

approximately 80 kilometres (75 minutes) drive from Dunedin’s CBD servicing over 700 people and families.

- 7 The Trust employs one part-time Coordinator (Rebecca Costelloe), and two part-time Assistants (Dianna Bradshaw and Emma O’Meara, and a part-time Digital Support person (Jacquie Lucas).
- 8 The group’s purpose is proudly displayed on their website as:

*To enhance community wellbeing through CONNECTION, ENGAGEMENT and GROWING COMPETENCY –*

*Whakapiki i te Oranga Hapori mā te Whakawhanaungatanga, te Whakangungu, me te Whakapakari Āheinga.*

- 9 Their core values are Inclusiveness, Building Resilience and Fairness – Whakaruaia, Whakapakari and Tika. The Trust is currently updating their strategic plan but remain focussed on their short-medium plan. One of the key areas that they lead on is collaborating with their local and rural communities and finding grants to support local projects.
- 10 The Trust runs a busy events calendar offering community events, training and courses for the whole community. Examples from the past month are shown below:



- 11 The Trust also works with other local groups such as being the umbrella group for the community garden – Grow Cotts and working alongside the Strath Taieri Food Fairies a local group who offers food support. The Trust also writes a monthly column in the local newsletter – Rock and Pillar Post.

*Brockville (BIAS)*

- 12 The BIAS Charitable Trust is a registered charitable trust based in the Brockville Community in Dunedin/ Ōtepoti area. BIAS acts as an umbrella for smaller initiatives within their local community ensuring a whole-of-community approach to improving social, economic, cultural, and environmental well-being. The Chair is Hughan Gould and they employ 1 full time place-based manager – Irene Harris.
- 13 BIAS is deeply rooted in their geographical community they serve in promoting a strong understanding of its needs and aspirations. BIAS values community input and involvement and ensures the community’s active participation in the development and delivery of their projects.

- 14 BIAS operates a community hub (Brockville Community Connect) which is based at the Brockville shopping centre. It is open Tuesday through to Thursday and is a bustling and inclusive space for community members to come together, make connections, find resources and engage with community activities and projects.
- 15 The hub is also the home of BIAS' community food bank in collaboration with Kiwi Harvest which coordinates food parcels for community members in need. They also operate several Pātaka Kai/ Food Pantries throughout the community.
- 16 BIAS also coordinates several community events such as; Pūaka/Matariki celebrations; Community workshops; Community hangī; Neighbours Day event in collaboration with Kaianga Ora; and Community Law workshops on topics that impact their community such as employment, tenancy law and much more.
- 17 BIAS also offer services such as interpreting support, and works alongside other agencies such as The Department of Corrections.
- 18 The Brockville Community is one of the more culturally diverse and high needs communities within the Dunedin City Boundary. BIAS works hard to ensure its community has a voice by advocating for their needs to both local and central government institutions.

**OPTIONS**

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

**NEXT STEPS**

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

**Signatories**

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

**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.

**SUMMARY OF CONSIDERATIONS**

***Engagement - internal***

The Community Partnerships Team are the lead department for PBCGs and the Fund. Other departments were engaged with when needing to verify information which included Māori Partnerships, Property, Parks and Recreation, and Waste.

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

There are no legal implications.

***Conflict of Interest***

There are no conflicts of interests.

***Community Boards***

The PBCGs who are operating within Community Board areas have reported that they work well together despite having a different focus. Community Boards advocate to the DCC on behalf of community needs as per their terms of reference. PBCGs are independent of the DCC and deliver activities and services that are community-led and developed, in order to create or support positive change in their community.

---

## DUNEDIN YOUTH COUNCIL SIX MONTHLY REPORT, 1 JULY - 31 OCTOBER 2024

---

### EXECUTIVE SUMMARY

1. The attached report provides an update from the Dunedin Youth Council (DYC) on activities from 1 July – 31 October 2024
2. Alice Johnston, DYC Deputy Chair, and Lucy Reilly, DYC Secretary, will speak to the Committee about the recent activities of the Youth Council.

### Attachments

	<b>Title</b>	<b>Page</b>
A	Dunedin Youth Council Six Monthly Report ( <i>Under Separate Cover 1</i> )	

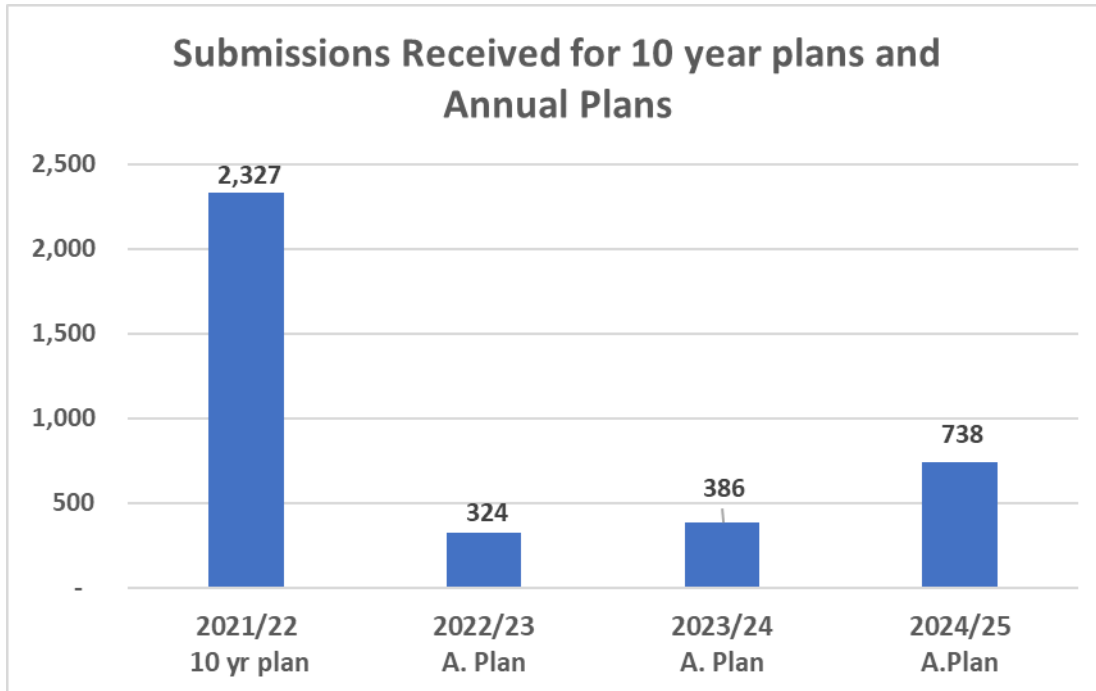




Engagement and Hearings

- 5 Council is required to consult with the public in a variety of ways, formally and informally.
- 6 The following graph tracks the number of submissions received on the recent 10 Year Plan and Annual Plans.

Table 1



- 7 Council and various hearings panels also provide a mechanism for people to present their views in public. Three hearings on parking changes and the Dog Control Bylaw, have been held since July.
- 8 Council also conducts hearings and decision-making meetings for several regulatory functions such as the District Licensing and Resource Management. The District Licensing committee held 30 separate meetings, some over multiple days and there were seven hearings held under the Resource Management Act.

Council Workshops

- 9 30 workshops have been held on a variety of topics. Since mid-November 2023 Council has been giving notice of workshop topics to be held. Information is provided on the Council’s website.

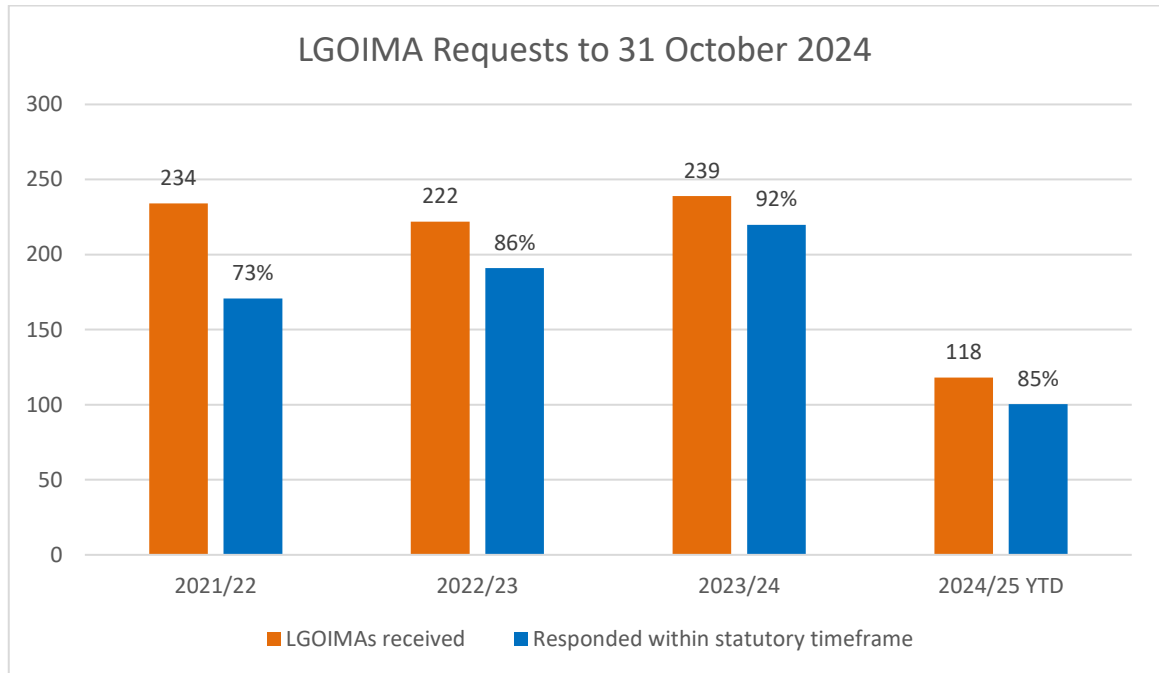
Community Boards

- 10 As part of the governance structure of Council, the community boards provide both an advocacy and decision-making function. The boards have connections with a variety of community groups in each of their board’s area. Since July the community boards heard from over 26 groups or individuals. Each community board is invited to brief the Civic Affairs Committee on matters of note in each Board’s area.

Requests under the Local Government and Official Information Meetings Act (LGOIMAs)

- 11 Council is required to respond to requests for information under the Local Government Official information and meetings Act 1987. The following graph tracks the numbers of LGOIMAs processed and answered for the last 3 years.

Table 2



- 12 Since 2020 staff have reviewed processes for responding to LGOIMAs and provided training and guidance across the organisation to assist in improving the response time. This has also included a checklist which is completed for each LGOIMA. We continue to review our processes.
- 13 Three complaints to the Ombudsman have been received since May 2024.

**OPTIONS**

- 14 As this is an administrative report there are no options or summary of considerations.

**NEXT STEPS**

- 15 A further activity report will be produced for a future committee meeting.

**Signatories**

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

**Attachments**

There are no attachments for this report.

---

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

---

Any items for consideration by the Chair.

### **Attachments**

There are no attachments for this report.

## RESOLUTION TO EXCLUDE THE PUBLIC

That the Civic Affairs Committee:

Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Reason for Confidentiality
C1 Ōtepoti Live Music Action Plan - Music Advisory Panel	S7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	S48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above after each item.