

Notice of Meeting:

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

Date: Tuesday 17 June 2025
Time: 10.00 am
Venue: Council Chambers, Dunedin Public Art Gallery, The Octagon,
Dunedin

Sandy Graham
Chief Executive Officer

Civic Affairs Committee
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Cr Bill Acklin	
Deputy Chairperson	Cr Marie Laufiso	
Members	Cr Sophie Barker	Cr David Benson-Pope
	Cr Christine Garey	Cr Kevin Gilbert
	Cr Carmen Houlahan	Cr Cherry Lucas
	Cr Mandy Mayhem	Cr Jim O'Malley
	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 Jennifer Lapham

Jennifer Lapham
Governance Support Officer

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

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1 PUBLIC FORUM

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

2 APOLOGIES

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

3 CONFIRMATION OF AGENDA

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

DECLARATION OF INTEREST

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

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Civic Affairs Committee Interest Register 12 June 2025				
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.
	Member	Institute of Directors	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 David Benson-Pope	Owner	Residential Property Ownership in Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Yellow-eyed Penguin Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Heritage Fund (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	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.
Cr Kevin Gilbert	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Trustee	Biddies Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisors	Ronald McDonald House Supper Club Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand (Zone 6 Committee) (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member (alternate)	Otago Regional Transport Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitū Otago Settlers Museum Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Food Equity and Education Dunedin (FEED) Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Industry Advisors Group Food and Beverage (Workforce Development Council)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Carmen Houlahan	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Rental Property - North Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Part Owner	Adobe Group Ltd, Wanaka	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Property Investors Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Creative Dunedin Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
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.
	Trustee	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.
	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.
	Secretary	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.
	Trustee	The Ōtepoti Community Builders Charitable Trust	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.
	Deputy Chair	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Taieri Airport Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Te Poāri a Pukekura Partnership (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Mandy Mayhem	Chairperson	Waitati Hall Society Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Blueskin News Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-ordinator	Waitati Market	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-ordinator	Emergency response group, Blueskin area	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	FENZ Local Advisory Committee for Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waitati Music Festival Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin Bay Amenities Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Blueskin A & P Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Keep Dunedin Beautiful (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Zone Representative and Board Member	Keep New Zealand Beautiful	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Coastal Community Cycleway Network	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	West Harbour Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Disability Issues Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Former Refugee Steering Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Music Advisory Panel (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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Director	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Hospital Local Advisory Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Regional Transport Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waikouaiti Coast Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
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	Okia 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.
	Member	Music Advisory Panel (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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Trustee	Predator Free Dunedin	No conflict	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Predator Free Dunedin (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr Brent Weatherall	Member	Urban Access	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Business George Street, Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Brent Weatherall Jeweller Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Weatherall Trustee Company	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Residential Rental Properties	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
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	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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	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 - 11 MARCH 2025

RECOMMENDATIONS

That the Committee:

- a) **Confirms** the public part of the minutes of the Civic Affairs Committee meeting held on 11 March 2025 as a correct record.

Attachments

	Title	Page
A↓	Minutes of Civic Affairs Committee meeting held on 11 March 2025	16

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 11 March 2025, commencing at 10.00 am

PRESENT

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

IN ATTENDANCE

Rob West (General Manager Corporate Services), Scott MacLean (General Manager Climate and City Growth), Paul Henderson (Acting Group Manager Customer and Regulatory), Mike Perkins (City Development Engineer), Jeanine Benson (Group Manager Transport), Sharon Bodeker (Special Projects Lead), Anna Neilson (Group Manager Property), Mike Cartwright (Quality Improvement Specialist), Chief Information Officer (Graeme Riley), Archives Project Manager (Jill Haley), Prue Milbank (Archivist) and Project Manager (Martine Smith)

Governance Support Officer Jennifer Lapham

1 PUBLIC FORUM

There was no Public Forum.

2 APOLOGIES

Apologies were received from Cr Steve Walker for lateness and Cr Lee Vandervis for absence

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

Accepts the apologies from Cr Steve Walker for lateness and Cr Vandervis for absence.

Motion carried

3 CONFIRMATION OF AGENDA

Moved (Cr Bill Acklin/Cr Mandy Mayhem):

That the Committee:

Confirms the agenda with the addition of supplementary “Mayoral Scholarship” to be taken before item 9.

Motion carried

4 DECLARATIONS OF INTEREST

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

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

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

Motion Carried

5 CONFIRMATION OF MINUTES

5.1 CIVIC AFFAIRS COMMITTEE MEETING - 5 NOVEMBER 2024

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

- a) **Confirms** the public and non public of the minutes of the Civic Affairs Committee meeting held on 5 November 2024 as a correct record.

Motion carried (CAC/2025/001)

PART A REPORTS

6 CIVIC AFFAIRS COMMITTEE FORWARD WORK PROGRAMME

In a report from Civic an update was provided on the Civic Affairs Committee Forward Work Programme.

The General Manager Corporate Services (Mr Rob West) spoke to the report and responded to questions.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

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

Motion carried (CAC/2025/002)

7 COMMUNITY BOARD FORUM

Mosgiel Taieri Community Board

The Chairperson, Andrew Simms and Board member, Austen Banks spoke to the Committee and provided an overview of the key points in the Boards Community Plan.

- Transport Issues in and around Mosgiel is the Board's number one priority
- Priority Two is the development of shared paths onto and across the Taieri.
- The Third priority is flood protection for the Taieri
- Priority Four is pedestrian and road safety across the Taieri

Otago Peninsula Community Board

The Chairperson, Paul Pope and Deputy Chairperson Hoani Langsbury spoke about the key issues in the Board area and responded to questions.

- The importance of getting the section of the Transport Connection completed around Harington Point
- Requested that a toilet be installed on the beach side of Macandrew Bay. The area is popular and it is dangerous crossing the road to the hall.
- The future of the old school site at Tomahawk needs to get resolved.

Saddle Hill Community Board

The Chairperson, Paul Weir spoke the main issues for the Community Board:

- During the last Civil Defence activation there had been a flooding issue in Ocean View, but pipes had been replaced.
- The Board were concerned about the maintenance of open drains and the impact on flooding in heavy rain.
- The Board would like a coastal erosion report as a lot of road on the way to Taieri Mouth is falling into the sea.
- Brighton Gala day, and one of the big issues is the shared pathway from Brighton to Ocean view.
- Shared pathway from Waldronville to Ocean View. He advised that it was tourist trail and shared path would make it safer for people walking or cycling.
- The Board had a Civil Defence open day, in conjunction with Civil Defence, Red Cross and the Fire Brigade. They had about 130 people attend.

Strath Taieri Community Board

The Deputy Chairperson, Anna Wilson and Board member Robin Thomas commented on the following issues:

- Spoke on the activities and community groups which are contributing to a thriving community.
- Request ongoing involvement in the following key points
 - a) Resolving the flooding issues in Middlemarch.
 - b) Continue assistance with the Place Based funding programmes.
 - c) Support and advice to develop an overarching development plan for upgrading the township
 - d) Creation and formalisation of the significant heritage buildings in relation to the Railway Station and maintenance of these buildings before the train returns.
 - e) Assistance and advice in creating a destination experience for the Strath Taieri area
 - f) That attractions on the newly created scenic highway be promoted at the visitor's centre.

Waikouaiti Coast Community Board

The Chairperson, Alasdair Morrison and Deputy Chairperson, Andy Barratt commented on the key issues for the Board:

- Requested that the funding remain in the budgets for the Northern Wastewater schemes
- Asked that a grant of \$30,000 be approved to support the operation, development, and expansion of the One Coast Community Waste Management facility.
- Truby King Recreational Reserve is in better shape, but they are concerned the lack of progress for implementing the Management Plan for this reserve.
- Suggested the Boards be allocated another equal amount to the project fund, to allow the boards to engage local people to undertake various tasks within the community, i.e. grass verge maintenance, vegetation clearance and address the arise from time to time.
- Still looking for signage indicating Truby King Recreational Reserve.

Cr Walker entered the meeting at 10.57 pm

West Harbour Community Board

The Chairperson, Ange McErlane spoke to the Committee on key issues for the Board:

- The Board would like the cycleway to finish at the Jan Tucker memorial seat in Port Chalmers, instead the other side of the State Highway. She advised that it was dangerous for cyclists crossing the road.
- The road from Careys Bay to Port at Boiler Point has had a bus stop installed and this is causing the road to become unsafe.
- Would like the Council to consider using the water reservoirs as a recreational asset for the area, as they are very popular as recreational facilities.

8 DCC ARCHIVE UPGRADE PROJECT

In a report from Business Information Services an update was provided on the upgrade of the Council's archives to meet the Archives New Zealand Standards for maintenance of a public archive mandated under the Public Records Act 2005.

The Chief Information Officer (Graeme Riley), Archives Project Manager (Jill Haley), Archivist (Prue Milbank) and Project Manager (Martine Smith) provided a presentation on the project and responded to questions.

Moved (Cr Bill Acklin/Cr Marie Laufiso):

That the Committee:

- a) **Notes** the DCC Archive Update report

Motion carried (CAC/2025/003)

10 MAYORAL SCHOLARSHIP

A report from the Executive Leadership team advised that the report provided options and costs for a possible Mayoral Scholarship, as requested by the Committee at the 5 September 2023 meeting.

The General Manager Corporate (Rob West) spoke to the report and responded to questions.

Moved (Cr David Benson-Pope/Cr Steve Walker):

That the Committee:

- a) **Approves** the establishment of a Dunedin City Council Scholarship with the University of Otago - Ōtākou Whakaihu Waka to be awarded by Council each Triennium (commencing in 2025) for undergraduate study at a cost of \$5,000 per annum for 3 years.
- b) **Authorises** the CEO to sign the final agreement with the University of Otago - Ōtākou Whakaihu Waka.

Division

The Council voted by division

For: Crs David Benson-Pope, Christine Garey, Carmen Houlahan, Marie Laufiso, Mayor Jules Radich, Steve Walker and Bill Acklin (7).
Against: Crs Sophie Barker, Kevin Gilbert, Cherry Lucas, Mandy Mayhem, Jim O'Malley, Brent Weatherall and Andrew Whiley (7).
Abstained: Nil

An equality of votes was recorded 7:7 following which the Chairperson used his casting vote in favour of the motion.

Motion carried (CAC/2025/004)

9 ITEMS FOR CONSIDERATION BY THE CHAIRPERSON

Cr O'Malley - asked for some feedback on the suggestion by the Waikouaiti Coast Community Board that the Boards be allocated funding to allow them to contract local people to do minor maintenance work.

Cr O'Malley requested for a mechanism to enable the DCC and ORC to work together on issues where they have overlapping responsibilities i.e. flooding in Middlemarch.

Cr Walker requested a definitive response regarding the end of the Port Chalmers shared path.

Cr Whiley left the meeting at 12.31 pm.

Cr Lucas – Asked for a way for Community Boards to resolve minor issues i.e. Truby King Sign.

The meeting concluded at 12.34 pm .

.....
CHAIRPERSON

PART A REPORTS

PLACE BASED COMMUNITY GROUPS - PRESENTATION TO THE CIVIC AFFAIRS COMMITTEE

Department: Community Services

EXECUTIVE SUMMARY

- 1 Five place-based groups have been invited to present to the Civic Affairs Committee at the 17 June 2025 meeting.
- 2 Following these presentations, all place based groups funded in the 2024/2025 financial year would have had the opportunity to present to the Civic Affairs Committee.
- 3 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

- 4 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).
- 5 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.

DISCUSSION

- 6 This report provides a summary of the five PBCGs who will present to the Civic Affairs Committee at the 17 June meeting, namely:
 - Araiteuru Marae Council (Incorporated Society)
 - Caversham Community Group (Informal)
 - Corstorphine Community Hub (Trust)

- Greater Green Island (Trust)
- The Valley Project (Incorporated Society)

Araiteuru Marae Council (Incorporated Society)

- 7 Araiteuru Marae Council Incorporated's charitable purpose is to provide the Dunedin community with an urban marae where all things Māori can be celebrated and practised while offering a welcoming space for everyone. It hosts tangihanga, weddings, birthdays, educational visits, wānanga, and public meetings and forums. The inclusive nature of the marae aims to build long-term, high-trust relationships and connections between communities, fostering deeper understanding, compassion, and unity.
- 8 Araiteuru Marae is not just a building or an event venue—it is a living, breathing embodiment of identity, belonging, and resilience. It is a place where transformation happens, where voices are heard, where knowledge is shared, and where the legacy of tūpuna lives on through contemporary expression. In this way, the marae is a vital part of Dunedin's present and future.
- 9 Araiteuru Marae Council Incorporated serves not only its local communities across the Kaikorai Valley, but also the wider Dunedin City communities in many ways.

Caversham Community Group

- 10 The Caversham Community Group is an informal group, made up of a core group of dedicated volunteers who live in Caversham and focused on enhancing community involvement and social cohesion. The group was initially umbrellaed in 2019 by the Corstorphine Community Baptist Trust. Their early projects include initiatives like the 100 Trees Project and the Caversham Community Newsletter, which are supported by grants and community involvement. Over the years the group has grown and expanded its activities to include a wide range of community events and outreach programmes.
- 11 The committee consists of 12 core members who collaborate with local organisations and experts to plan and execute these activities, aiming to make Caversham a vibrant and connected community, also affectionately known as 'Caversham 9012'. The Caversham Community Group has delivered place based initiatives since 2021 and has a strong relationship with the DCC Community Partnerships team.
- 12 In 2024 the group were recipients of a small DCC Arts Grant for their local Mural. This unfortunately meant they were not eligible for Place Based funding, however the group maintained their connection with the place based community by continuing to attend the bi-monthly place based group meetings. In 2025, the group reapplied for place based funding umbrellaed by the South Dunedin Community Network, to continue the ongoing work they deliver in helping build a strong, local community. These dedicated volunteers work together to plan and execute various community initiatives and events such as:
 - **Summer Surprise Community Picnic Day:** A family-focused picnic day featuring traditional games like egg and spoon races, sack races, gumboot throwing, treasure hunts, and outdoor games. The event included a community BBQ and attracted about 150 local residents.
 - **Seniors' Outreach and Monthly Gatherings:** Regular outings and gatherings for seniors, including lunches, trips, and social activities. These events have been ongoing and are highly appreciated by the local senior residents.

- **Teddy Bears Hospital:** An event aimed at engaging children and families with activities centred around teddy bears, including emergency care scenarios and fun games.
- **Community Mural Project:** A project involving the painting of a mural to beautify the community and engage residents in a creative activity.

Corstorphine Community Hub (Trust)

- 13 The Corstorphine Community Hub was established to provide a welcoming and supportive environment for whanau in the Corstorphine area, Dunedin, fostering a sense of community and belonging. Its purpose is to offer various activities and services, including arts and crafts, cooking classes, holiday programs, and community events such as Halloween and Christmas parties. The hub also provides essential support through food puhera, free shared lunch, and medical and physical support through collaborations with Te Whatu Ora. Over the years, the hub has grown significantly, supporting over 150 whanau within the community and collaborating with numerous organisations like Dunedin City Council, Te Putahitanga o Te Waipounamu, Otago Polytech and more. Highlights include hosting over 110 whanau at movie events, distributing more than 100 kilograms of food weekly through Kiwi Harvest over 170,000kg since 2015, and celebrating its 10-year anniversary with various community activities. The hub's social media presence has also grown, with 1.7k followers on Facebook, helping to promote and engage the community in its initiatives.
- 14 The Corstorphine Community Hub has received positive feedback from the community, highlighting its significant impact and the sense of belonging it fosters. Examples of feedback regarding its community engagement includes:
- **Support and Compassion:** The hub is praised for its care and compassion, providing essential services and life skills to families who struggle with everyday needs.
 - **Inclusive Environment:** Community members appreciate the welcoming atmosphere, where everyone feels like part of the whanau once they walk through the door.
 - **Positive Impact:** The hub's activities, such as shared lunches, food (parcel) puhera, and various workshops, have helped many families, especially during challenging times like during the Covid-19 lockdown.

Greater Green Island (Trust)

- 15 The Greater Green Island Community Network (GGICN) is a registered charitable organization established in 2013. Its vision is to foster a strong, collaborative community where neighbourhoods are vibrant and full of people. The Greater Green Island area includes the suburbs of Abbotsford, Brighton, Concord, Fairfield, Green Island, Ocean View, Waldronville, and Westwood. Each of these areas has its own unique sense of community, with Green Island serving as a central hub for shopping and medical needs.
- 16 Since its inception, GGICN has undertaken a diverse range of activities and projects. These include the installation of a playground in the Green Island Memorial Gardens, collaboration with the DCC and NZTA to install three roundabouts on Main South Road, a road reseal on Main South Road in Green Island, the Runciman Street Mural and cleanup, and the Emerson Street Park Mural, among others.
- 17 Currently, GGICN has launched the Greater Green Island Community survey to gather feedback from residents. This survey aims to ensure that the network's services continue to meet the community's needs and to guide its future direction and vision.

The Valley Project

- 18 The Valley Project (Incorporated Society) is the beating heart of the North East Valley and its surrounding suburbs sitting along the Lindsay creek tucked in between Mt Cargill and Signal Hill. It includes the suburbs of Ōpoho, Pine Hill, Liberton, Dalmore, Upper Junction, and Normanby serving nearly 10,000 residents within the Dunedin City Council boundary. Born from grassroots action in the early 2000s, this kaupapa-driven initiative empowers whānau and community to thrive through mahi grounded in connection, resilience, and sustainability. From kai resilience and biodiversity restoration to community events like Creek Fest and the Harvest Festival, their mahi is all about uplifting people and place. They run many events for the community such as kai share programmes, trap pests, restore awa, and publish the Valley Voice to keep the community informed and inspired. With over 13,000 volunteer hours clocked last year alone, The Valley Project is a living example of manaakitanga and whānaungatanga in action — building a future where everyone belongs, contributes, and flourishes.

Place based groups

- 19 The five place groups who are presenting to the Civic Affairs Committee are part of a total cohort of 10 place based groups who currently receive funding through the DCC's place based fund. The other five place based groups; Taieri Network; Strath Taieri Connect Charitable Trust; South Dunedin Community Network; BIAS (Brockville) and POWA – Progress of Waikouaiti Area) have already presented to the Civic Affairs Committee.

OPTIONS

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

NEXT STEPS

- 21 The next round of place based funding will be decided on by the DCC's Grants Subcommittee in September 2025. Applications close on the 31st of July 2025.
- 22 There are no other 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 input and advice in regard to Parks, Transport, Water 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 working on strengthening their relationships with mana whenua and mātā waka communities. Te Taki Haruru has been shared with PBCGs and many look forward to understanding how communities can contribute to the aspirations outlined in the document.

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 place-based Fund. Other departments are engaged with when needing to verify or share information related to place based groups such as 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 albeit with 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 and support positive change in their community. PBCGs also access funding from a range of funders, and not just the DCC.

ACTIONS FROM RESOLUTIONS OF CIVIC AFFAIRS COMMITTEE MEETINGS

Department: Civic

EXECUTIVE SUMMARY

- 1 The purpose of this report is to show progress on implementing resolutions made at Civic Affairs Committee meetings.
- 2 As this report is an administrative report only, there are no options or Summary of Considerations.

RECOMMENDATIONS

That the Committee:

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

Signatories

Author:	Jennifer Lapham - Governance Support Officer
Authoriser:	Robert West - General Manager Corporate Services

Attachments

	Title	Page
 A	Action List	29

PUBLIC OPEN ACTIONS - CIVIC AFFAIRS COMMITTEE RESOLUTIONS 2023-2025 as at June 2025						
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		Former Mayor approached and discussing photographer.
	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 Work has been on hold due to 9 year Plan commitments and is due to recommence.
PUBLIC COMPLETED ACTIONS - CIVIC AFFAIRS COMMITTEE RESOLUTIONS 2023-2025 AS AT JUNE 2025						
05/09/2023	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		Work has been completed for former Mayor Hawkins.

CIVIC AFFAIRS COMMITTEE FORWARD WORK PROGRAMME

Department: Civic

EXECUTIVE SUMMARY

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

RECOMMENDATIONS

That the Committee:

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

DISCUSSION

- 2 The forward work programme will be a regular agenda item which shows areas of activity, progress and expected timeframes for decision making across a range of areas of work.
- 3 As an update report, purple highlights show changes to timeframes. New items added to the schedule will be highlighted in yellow. Items that have been completed or updated are shown as bold.
- 4 A further report will be prepared for a future committee meeting.

Signatories

Author:	Jennifer Lapham - Governance Support Officer
Authoriser:	Robert West - General Manager Corporate Services

Attachments

	Title	Page
A	Forward Work Programme	31

Key	
New item	
Changes to timeframes	
Completed; progress to date update	Bold

Civic Affairs Committee Forward Work Programme 2025/2026 - June 2025															
Area of Work	Reason for Work	Council role (decision and/or													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
LGNZ AGM Remits and Rules	Remits and rule changes to be considered at the AGM.	Consider and decide on remits and rule changes as and when required Progress to date: Remits for the LGNZ conference will be considered by Council at the end of June.													
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 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. Progress to date: An update will be provided in the Activity Report included in this agenda.	Update included in the Activity Report												
Activities Report	Information on various governance activities	Progress to date: A report will be presented at the June meeting.	Report												

Civic Affairs Committee Forward Work Programme 2025/2026 - June 2025															
Area of Work	Reason for Work	Council role (decision and/or													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Place-based groups	Presentations from groups	Five Place-based groups, who have not presented this year to the committee will brief the committee on their work. Progress to date: Place based groups will attend the June meeting.	Report												
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. Progress to date: 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.	Review Standing Orders Progress to date: The updated Standing Orders Template from LGNZ has been released and is currently being reviewed. A workshop may be scheduled.													
Review of Code of Conduct	Statutory requirement under Schedule 7, clause 15 of the LGA.	Consider and decide on proposed changes to the Code of Conduct Progress to date: A workshop was held on 31 October, and staff are woking on incorporating changes discussed at the workshop for consideration by Council.													

Civic Affairs Committee Forward Work Programme 2025/2026 - June 2025															
Area of Work	Reason for Work	Council role (decision and/or													
			June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Elected member gift policy		Decide on an Elected Members Gift Policy. Progress to date: The workshop on the Code of Conduct was held on 31 October. Staff will develop a draft Elected Member Gift Policy for future consideration by the Committee.													

Completed work from last schedule:		
Area of Work	Reason for Work	Recommendation
Recognition of Former Mayors	Investigate options and costs for a possible Mayoral Scholarship	The DCC is about to sign a Deed with the Univeristy and that the first scholarship will commence in 2026.

CIVIC AFFAIRS ACTIVITY REPORT FOR THE PERIOD UNTIL 30 APRIL 2025

Department: Civic

EXECUTIVE SUMMARY

- 1 The Civic Affairs Committee provides for the effective administration of Council governance, its activities and elected member procedures and protocols. The purpose of this report is to provide information on work undertaken in the administration of Council governance.

RECOMMENDATIONS

That the Committee:

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

BACKGROUND

- 2 The Civic Affairs Committee provides oversight of the effective administration of Council governance, its activities and elected member procedures and protocols.
- 3 This report provides information on various activities including:
 - a) Council, committee meetings and public forum
 - b) Engagement and Hearings
 - c) Council Workshops
 - d) Community Boards
 - e) Requests under the Local Government Information and Meetings Act.
- 4 Information is included for the six month period from 1 November 2024 until 30 April 2025.

DISCUSSION

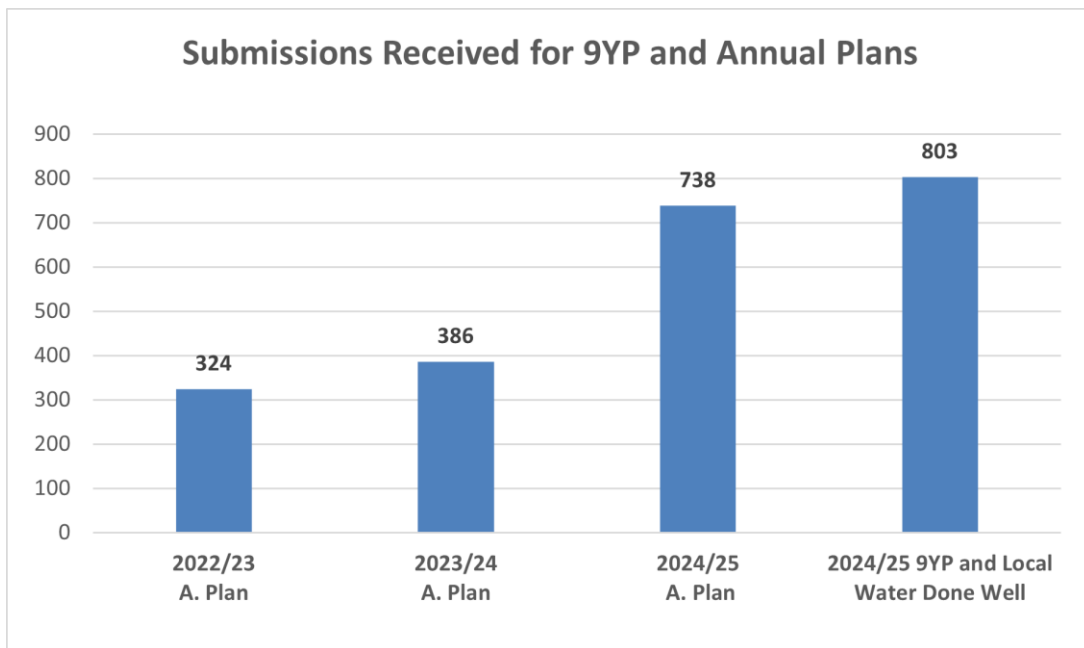
Council and Committee meetings

- 4 From November 2024 until the end of April 2025, Council held 10 meetings over 15 days considering 145 reports. During the period, eight committees and subcommittees held a total of 15 meetings. During these meetings 29 individuals and groups in public forum spoke on a variety of topics. Community boards and Place-based groups also briefed the Civic Affairs Committee on their activities.

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 9 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. Seven hearings on the Draft Signal Hill Management Plan, Draft Local Alcohol Policy, Draft Town Belt Reserve Management Plan, Draft Otago Harbour Reserve Management Plan, Objection to Dog Owner Disqualification, Waste Minimisation Management Plan and Proposed Parking Changes, have been held during the reporting period.
- 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 seven separate meetings, some over multiple days and there were four hearings held under the Resource Management Act.

Council Workshops

- 9 21 workshops have been held on a variety of topics. Notice of workshop topics is provided on the Council's website.

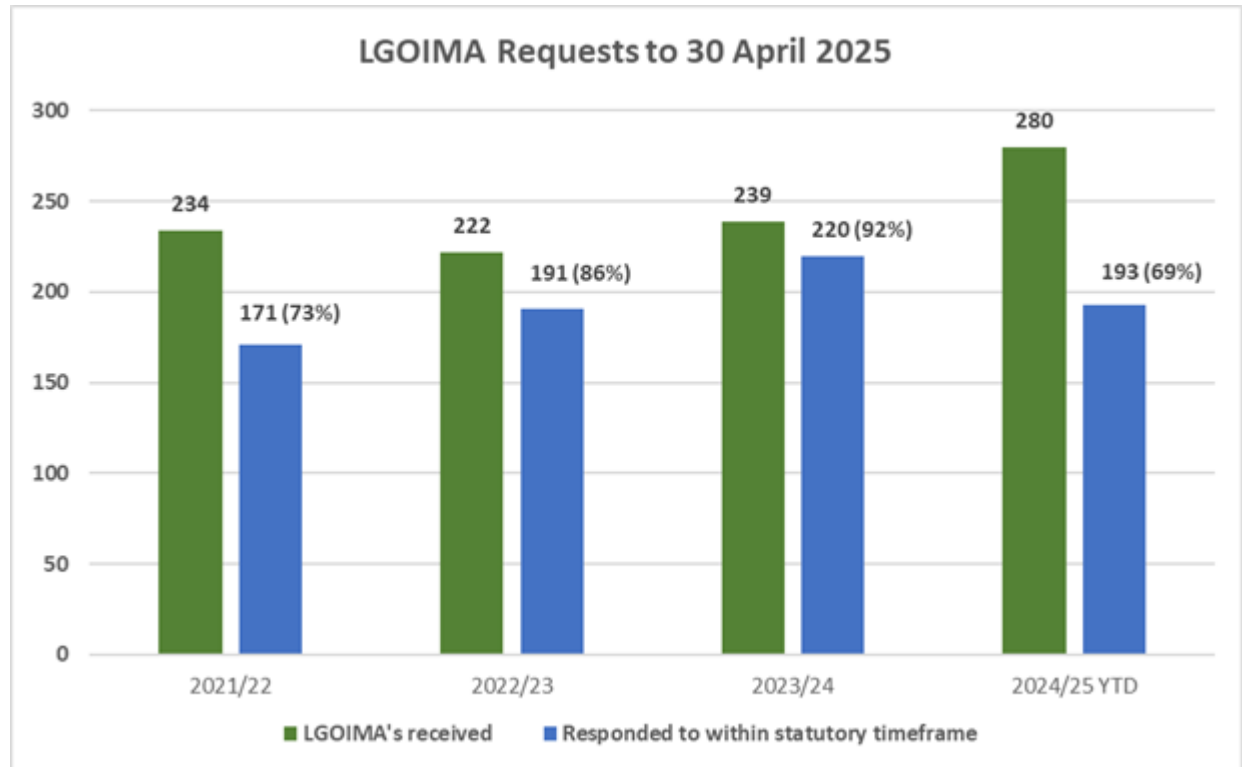
Community Boards

- 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 November 2024 the community boards heard from over 44 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 4 years.

Table 2



- 12 In response to the high volume and increased complexity of LGOIMAs received a dedicated FTE is being recruited which will address our compliance with statutory timeframes.
- 13 Four complaints to the Ombudsman have been received since November 2024.

Councillor Appointments to Outside Organisations

- 14 There are a number of organisations throughout the city that the Council has representatives on for a variety of reasons, including a statutory requirement or under the terms of those organisations' constitutions.
- 15 These appointments in many cases, have been longstanding. Councillors asked for a review of the reasons behind the various appointments and an update was provided to the Civic Affairs Committee in September 2023 outlining that staff would work with Council to review the policy statement regarding appointments to outside organisations and determine how best the Council wishes to have a relationship with the various organisations.
- 16 Staff have completed a stocktake of external organisations and obtained copies of trusts, deeds or whatever document govern membership.

- 17 The work is continuing with the next stage of the review being to provide a high-level consideration of appointments to provide a useful background as to why appointments were made, together with reviewing the policy statement dated July 1990.
- 18 It is proposed that the results of the review be presented to Council for consideration at the inaugural meeting following the 2025 elections.

OPTIONS

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

NEXT STEPS

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

Signatories

Author:	Jackie Harrison - Manager Governance
Authoriser:	Robert West - General Manager Corporate Services

Attachments

There are no attachments for this report.

SMOKEFREE DUNEDIN POLICY REVIEW

Department: Corporate Policy

EXECUTIVE SUMMARY

- 1 The purpose of this report is to provide options for the review of the Smokefree Dunedin Policy (the Policy). The Policy is attached here as Attachment A.
- 2 Council adopted the Smokefree Dunedin Policy (Attachment A) on 31 March 2014.
- 3 This Policy is scheduled for review every five years. There was no review completed in 2021. The next review is scheduled for 2026.
- 4 If the Policy is reviewed this year, it will align with the government initiative Smokefree 2025 and its goal that fewer than 5% of New Zealanders will be smokers by 2025.
- 5 6.2% of Dunedin residents aged over 15 years identified as regular smokers in the 2023 Census.
- 6 The Options section of this paper includes four potential options for Council to consider during its review of the Policy:
 - Option One — Status Quo — Rollover the Policy with no changes
 - Option Two — Minor Changes — Amend the Policy to include vaping
 - Option Three — Moderate Changes — Amend the Policy to include smokefree spaces and events
 - Option Four — Substantive Changes — Amend the Policy to introduce smokefree areas in the city based on the DCC's Legal Highs Policy.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the contents of this report
- b) **Agrees** on its preferred option/s to progress the review of the Smokefree Dunedin Policy.

BACKGROUND

Aotearoa New Zealand Context — Other Councils

- 7 In preparing this report, Corporate Policy staff reviewed the smokefree and vapefree policies of other local authorities throughout Aotearoa New Zealand.
- 8 40 other Councils have a smokefree and/or vapefree policy, including a joint policy for Napier and Hastings.
- 9 The majority of these Councils have either recently implemented or amended existing policies to meet the goals of Smokefree 2025 and to align with amendments to government legislation that pertain to smokefree environments and the regulation of tobacco and vaping products.
- 10 These policies have a consistent focus on public places and council-controlled facilities being smokefree and vapefree. For example, sportsgrounds and parks, and the primary entrances and exits of libraries and recreation centres.
- 11 Consistent across these policies is an education rather than enforcement approach to their implementation and management, similar to the approach taken by the DCC in regard to its policies and bylaws relating to operations such as environmental health and dog control.
- 12 Several Councils have detailed engagement and implementation plans included in the implementation of their policies, which could be adapted to fit Ōtepoti Dunedin if Council were to make moderate or substantive changes to the Policy.

Legislative Context

- 13 In recent years the DCC has made several submissions on amendments to government legislation which support smokefree environments and which restrict or prohibit vaping. These amendments have been made to the Smokefree Environment and Regulated Products Act 1990 (the Act).
- 14 Amendments in 2021 introduced further regulations for: indoor workplaces, including early childhood education centres and schools; packaging requirements; and product notification and safety requirements. The DCC submitted to this consultation in March 2021, in support of the proposed amendments to the Act.
- 15 In 2022 the Government proposed further amendments to the Act, which the DCC supported in its submission (August 2022). These came into law in August 2023.
- 16 Three parts of the 2023 legislation were repealed by the new Government in February 2024: the reduction in the number of retailers of smoked tobacco products across New Zealand; lowering the amount of nicotine in products; and “smokefree generation” measures, which would have meant that no one born after 1 January 2009 would be able to buy cigarettes.
- 17 There was no public consultation on the partial repeal of the 2023 legislation as Parliament passed the amendments under urgency.
- 18 Parts of the 2023 legislation, including regulations around the sale of disposable vapes, vape packaging, and limiting vape flavour, came into force on 21 March 2024.
- 19 In March 2024 the Associate Minister of Health, Hon Casey Costello MP, announced planned amendments to the Act to ban the manufacture and sale of disposable vaping products, increase

penalties for the sale of cigarettes and vapes to under-18 year olds, and tighten restrictions on specialist vape retailers. These and other amendments will come into force on 17 June 2025.

DISCUSSION

- 20 This paper presents four options for Council to consider in the review of this Policy, which are structured so that Council may agree on either a single or combination of options.

Option One — Status Quo — Rollover the Policy with no changes

- 21 The Policy has not been amended since it was adopted by Council on 31 March 2014.
- 22 Council adopted a Smokefree Implementation Plan in May 2014 (Attachment B). Council voted for the option, in Table A of this Attachment, which included measures that could be implemented within existing budgets. Additional measures to install signage at Council buildings, facilities, and sportsgrounds, which were identified as requiring extra budget, were not supported by Council in 2014.

Option Two — Minor Changes — Amend the Policy to include vaping

- 23 The Policy does not include vaping.
- 24 There are inconsistencies between the Policy and other DCC Policies and Bylaws, which do reference vaping. For example:
- the DCC’s Community Housing Policy (2022) allows residents to smoke or vape outside their units and shared facilities.
 - the Trading in Public Places Bylaw (2020), in its Conditions for the Commercial Use of Footpaths, requires permit holders to promote “smokefree and vape-free” at outdoor hospitality areas.
- 25 In assisting with this Policy review, the Parks and Recreation team noted that any new signage, such as on rubbish bins in parks, includes smokefree icons and that, by inference, this was interpreted by users that these spaces are also vape-free.

Option Three — Moderate Changes — Amend the Policy to include smokefree spaces and events

- 26 Analysis of similar policies across other Councils in Aotearoa New Zealand during this review shows a consistent focus on public places and council-controlled facilities being smokefree and vape-free.
- 27 Smokefree Aotearoa 2025 resources include outdoor mapping across Councils, and a key to how these are defined. The key is attached as Attachment C.
- 28 This mapping includes smokefree activities already underway in Ōtepoti Dunedin, such as Outdoor Dining (included in the Trading in Public Places Bylaw), Transport Hubs (responsibility of the Otago Regional Council), and the Fresh Air Project (a voluntary initiative for hospitality businesses).
- 29 For the potential scope of Option Three, the activity areas defined by the Smokefree Aotearoa 2025 outdoor mapping would include:

- **CBD/ Civic Spaces:** “where a council has specifically designated key public areas as smokefree over and above outdoor dining. This could be a pedestrian square or other space readily identified by users or where a council has actually delimited their central business area on a map and agreed to promote this area as smokefree via signage. This may well be in partnership with other agencies.”
- **Green Spaces:** “where a council policy/ initiative promotes all or some of its recreational spaces as smokefree, for example playgrounds, parks, sports grounds, reserves/domains, skate parks”.
- **Events:** “where council run events such as family community events or large-scale events are promoted as smokefree”.
- **Council Buildings:** “where immediate areas around council managed facilities are promoted as smokefree. Areas may or may not be specifically defined in terms of meters, for example within 5 meters of building entrances such as libraries, council community centres or town halls”.

30 The DCC’s Parks and Recreation team is currently reviewing its own strategy, which includes an action to implement the smokefree policy at sports parks.

31 For noting in the context of discussing this option, there is currently no requirement in agreements for events at DCC-owned facilities or events that receive DCC grant funding to be smokefree or promote smokefree.

Option Four — Substantive Changes — Amend the Policy to introduce smokefree areas in the city based on the DCC’s Legal High Policy

32 The DCC adopted its Legal High Policy in 2015 in response to the introduction of the Psychoactive Substances Act 2013. The Legal High Policy is due for review in 2026.

33 The Legal High Policy includes ‘sensitive sites’, meaning that legal high retail locations cannot be located within 100 metres of places such as schools, hospitals, and any premises occupied by the Ministry of Justice or Ministry of Social Development.

34 The DCC hasn’t needed to enforce its Legal High Policy as there are currently no approved substances in New Zealand to which it would apply. This policy remains in place because, if a substance was approved, the DCC would have the mechanism to control where it could be sold. Without the policy there would be a 4-6 month delay before any controls could be put in place.

35 The Approved Location Boundary map from the DCC’s Legal High Policy is attached at Attachment D, and the Sensitive Site Buffer Zones (as at May 2021) is at Attachment E. These are included in this report to inform Option Four — making substantive changes to the Policy that would introduce smokefree areas to the city.

Implementation and Operational Considerations

- 36 Since the Implementation Plan for the Policy was agreed by Council in 2014, smokefree and vapefree signage can now be ordered from Health New Zealand Te Whatu Ora. This includes stickers and metal signage.
- 37 These resources are free and available to anyone in Aotearoa New Zealand. For example, although the DCC owns Albion Place, the Smokefree signage beside the seating area there has been put in place by a neighbouring retailer.
- 38 Dependent on the option/s agreed by Council to progress the review of the Policy, DCC staff will prepare a new Implementation Plan for the Policy. It is expected that any operational costs will be minimal and able to be absorbed into regular operational maintenance budgets (for example, installing smokefree signage and removing wall-mounted ashtrays at the Civic Centre Plaza).

OPTIONS

OPTIONS

Option One – Status Quo – Rollover the Smokefree Dunedin Policy with no changes

Advantages

- There are no identified advantages to the status quo option.

Disadvantages

- Missed opportunity to include vaping in the Smokefree Dunedin Policy
- Missed opportunity to demonstrate a commitment to the goals of Smokefree 2025
- Missed opportunity to implement smokefree and vapefree measures across Ōtepoti Dunedin, for example in Council-controlled facilities
- Missed opportunity to demonstrate a commitment to the health of Ōtepoti Dunedin's residents.

Option Two – Minor changes – Amend the Smokefree Dunedin Policy to include vaping

Advantages

- The Smokefree Dunedin Policy will recognise vaping as an activity and measures in the Policy can be implemented accordingly.

Disadvantages

- Missed opportunity to demonstrate an increased commitment to the goals of Smokefree 2025
- Missed opportunity to implement smokefree and vapefree measures across Ōtepoti Dunedin, for example in Council-controlled facilities.

Option Three – Moderate changes – Amend the Smokefree Dunedin Policy to include smokefree spaces and events

Advantages

- Opportunity to demonstrate an increased commitment to a smokefree and vapefree Ōtepoti Dunedin
- Opportunity to implement a consistent approach to smokefree and vapefree events
- Opportunity to take a consistent approach to smokefree and vapefree outdoor spaces at Council-controlled facilities
- Opportunity to demonstrate a commitment to the health of Ōtepoti Dunedin’s residents
- Opportunity to demonstrate a commitment to the goals of Smokefree 2025.

Disadvantages

- Missed opportunity to make meaningful changes to the Dunedin Smokefree Policy.

Option Four – Substantive changes – Amend the Smokefree Dunedin Policy to introduce smokefree areas based on the sensitive sites in the Legal Highs policy

Advantages

- Opportunity to demonstrate an increased commitment to a smokefree and vapefree Ōtepoti Dunedin
- Opportunity to demonstrate a commitment to the health of Ōtepoti Dunedin’s residents
- Opportunity to demonstrate a commitment to the goals of Smokefree 2025.

Disadvantages

- There are no identified disadvantages with this option.

NEXT STEPS

44 Once Council has decided its preferred option/s for the Smokefree Dunedin Policy review, DCC staff will:

- Update the current Policy as required, to include any amendments and present the draft updated Policy document to Council for its approval before October 2025
- Progress any operational changes that arise from amendments to the Policy.

Signatories

Author:	Danielle Tolson - Policy Analyst
Authoriser:	Nadia Wesley-Smith - Corporate Policy Manager - Acting Nicola Morand - Manahautū (General Manager Policy and Partnerships)

Attachments

	Title	Page
↓A	Attachment A: Smokefree Dunedin Policy	48
↓B	Attachment B: Smokefree Implementation Plan	49
↓C	Attachment C: Smokefree Aotearoa 2025 Key to New Zealand Councils Outdoor Mapping	55
↓D	Attachment D: Approved Location Boundary- Legal High Policy	57
↓E	Attachment E: Sensitive Site Buffer Zones - Legal High Policy	58

SUMMARY OF CONSIDERATIONS
Fit with purpose of Local Government

This decision promotes the social, 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"/>	✓
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"/>

The Smokefree Dunedin Policy is also applicable to the DCC's Festivals and Events Plan, Zero Carbon Policy, Waste Minimisation and Management Plan, and Te Taki Haruru –

Māori Impact Statement

Results from the 2023/24 New Zealand Health Survey record that 14.7% of people who identified as identified as

Sustainability

There are no implications for sustainability.

Zero carbon

There is no impact for city-wide and DCC emissions.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no implications for the LTP and/or Annual Plan.

Financial considerations

There are no financial implications.

Significance

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

Engagement – external

DCC staff have had ongoing engagement with the Cancer Society and Health New Zealand Te Whatu Ora in regard to this Policy.

Engagement - internal

The Corporate Policy team spoke to the DCC's Property, Parks and Recreation, Community Housing, Waste Management and Minimisation, and Events teams to inform the review of the Smokefree Dunedin Policy.

SUMMARY OF CONSIDERATIONS

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

There is no conflict of interest.

Community Boards

There are potential implications for Community Boards as these areas are locations of DCC facilities, such as libraries and parks, and where events take place.



Policy Statement

SMOKEFREE DUNEDIN POLICY

The Dunedin City Council supports the goal of a smokefree/auahi kore Dunedin.

Smokefree measures will be implemented where practical and possible within existing budgets. When planning the Council's activities consideration will be given to implementing the following measures;

- Promotion of the smokefree message and cessation support services at Council-owned playgrounds, parks, reserves, sports grounds and other public spaces.
- Promotion of the smokefree message and cessation support services at Council organised or supported events.
- Negotiating smokefree environments in service level agreements and leases.
- Inclusion of smokefree measures in healthy workplace programmes.

Compliance with smokefree measures will be voluntary and the Council's support will not extend to enforcement, so as not to penalise smokers in the community.

Where appropriate the Council will work with the Smokefree Otago coalition and smoking cessation support services to work towards the goal of a smokefree Dunedin.

Adopted: 14 April 2014



Report

TO: Council

FROM: Policy Advisor, Corporate Policy

MEETING DATE: 14 – 16 May 2014

SUBJECT: **SMOKEFREE POLICY IMPLEMENTATION**

SUMMARY

This report outlines options for progressing measures in the Smokefree Dunedin Policy adopted by the Community and Environment Committee on 31 March 2014.

IMPLICATIONS FOR:

(i) Policy:	No
(ii) Approved Annual Budget:	No
(iii) LTP/Funding Policy:	No
(iv) Activity Management Plans:	No
(v) Community Boards:	No
(vi) Sustainability:	Yes – smoking impacts negatively on a range of key areas including health, poverty, the environment and healthcare costs. Implementing the Smokefree Dunedin Policy plays a role in addressing these issues.

RECOMMENDATION

That the Council agree to implement measures (as set out in Table A) to implement the Smokefree Policy using existing budgets.

BACKGROUND

On 31 March 2014 the Council's Community and Environment Committee adopted a Smokefree Dunedin Policy as follows:

The Dunedin City Council supports the goal of a smokefree/auahi kore Dunedin.

Smokefree measures will be implemented where practical and possible within existing budgets. When planning the Council's activities consideration will be given to implementing the following measures:

- *Promotion of the smokefree message and cessation support services at Council-owned playgrounds, parks, reserves, sports grounds and other public spaces.*
- *Promotion of the smokefree message and cessation support services at Council organised or supported events.*
- *Negotiating smokefree environments in service level agreements and leases.*
- *Inclusion of smokefree measures in healthy workplace programmes.*

Compliance with smokefree measures will be voluntary and the Council's support will not extend to enforcement, so as not to penalise smokers in the community.

Where appropriate the Council will work with the Smokefree Otago coalition and smoking cessation support services to work towards the goal of a smokefree Dunedin.

The Committee also moved (Staynes/Calvert):

"That staff be asked to prepare a report for consideration at the Annual Plan deliberations on the estimated annual budget required to effectively commence progressing measures in the policy."

This report presents proposed measures to progress the Smokefree Dunedin Policy. Under all options staff will continue to work with Smokefree Otago to implement the smokefree policy.

OPTION A – IMPLEMENT MEASURES AS EXISTING BUDGETS ALLOW

Under this option, a range of measures (as per Table A below) would be implemented in the short to medium term within existing budgets. The measures proposed would contribute to the gradual shifting of societal perceptions of smoking and would build a base for the Council to expand on in the future.

There is a risk that a lower level of public buy-in to the smokefree message might be achieved if the Council is seen to implement smokefree measures in a heavy-handed manner. A staged approach, as per Option A is likely to be more effective at achieving the policy's aim than implementing a full suite of measures at one time.

No new substantial measures would be implemented in the short term in areas where planning work is scheduled or underway (e.g. Parks and Recreation Strategy, Festival and Events Strategy, and staff wellbeing programme) but support for the smokefree policy will be incorporated into the Council's strategy/programme development. This will enable measures to be developed to be consistent with the Council's approach in these areas. If required, budget allocations will be requested through future annual budget processes, as the relevant strategies and programmes are developed.

TABLE A: Smokefree Implementation Measures

ACTION	TIMEFRAME	BUDGET
Public Places		
Complete the installation of smokefree signage in all Council playgrounds.	By July 2015.	Within existing Parks and Reserves budgets.
Incorporate engraved 'no smoking' logo in parks and reserves signage.	As signs are renewed over next 3-5 years.	Within existing Parks and Reserves budgets.
Incorporate support for smokefree public places in Parks and Recreation Strategy, including developing options for smokefree messaging at Council sportsgrounds.	Strategy under development, consultation planned for late 2014.	If required, budgets will be requested as part of strategy development / 2015/16 budgets.
Events		
Include information within the 'Events Toolkit' to encourage event organisers to make their events smokefree.	Events Toolkit currently under review.	Within existing budgets.
Establish appropriate methods for promoting the smokefree message at council-organised events through the Festival and Events Strategy review.	Strategy to be reviewed as staff resources allow.	If required, budgets will be requested as part of strategy development/adoption.
Leases and Service Level Agreements		
Include a clause in all new leases requiring tenants not to smoke indoors.	From 1 July 2014.	No budgetary impact anticipated.
Increase fixed and digital signage within Forsyth Barr Stadium.	By July 2015.	No budgetary impact anticipated.
Healthy Workplace		
Communicate smokefree messages and make cessation support available to Council staff as part of occupational health and wellbeing programmes.	From 2014.	No budgetary impact anticipated.

Forsyth Barr Stadium

Councillors have raised questions about the potential for Forsyth Barr Stadium to become a smokefree facility. The Stadium is currently smokefree in all covered areas, with smoking areas located outdoors near the gates, but still within the stadium complex. This allows smokers to have a cigarette during events without having to leave the facility.

Currently, when someone leaves the Stadium during an event they cannot re-enter. Making the facility smokefree without allowing re-entry could be seen as penalising smokers, going against the philosophy of the policy. It could also have a negative impact on attendances and reduce public buy-in to the smokefree message, reducing its overall effectiveness. Allowing re-entry would require the gates to be staffed, increasing the Stadium's operating costs.

It is proposed that the existing fixed smokefree signage be increased and digital signage/artwork be utilised to further increase the visibility of the smokefree message. As with the other measures proposed, this would be implemented in conjunction with the support of Smokefree Otago, and with no budgetary impact to Council.

OPTION B – ADDITIONAL SIGNAGE

Option B includes the measures listed under Option A and in addition, installation of smokefree signage at key council buildings and sportsgrounds (as per Table B below).

Some free standard smokefree signs would be available from the Health Promotion Agency (HPA) at no cost to Council. However, these signs would not include information to direct the public to cessation service providers, as the playground signs will, and they will not be visually appropriate for all locations (for example Toitu). Additional budgets would be required for signs that include information about cessation support and/or that are more in keeping with their location. Funding would also be required for installation of signs, whether supplied by the HPA or the Council.

In order to reduce the visual pollution at sportsgrounds that would be caused by new signage, it is proposed that options for more integrated messaging (for example on goal post padding) be explored as part of the Parks and Recreation Strategy. It is also worth noting that under both Options A and B, all sportsgrounds will receive new destination signage with engraved 'no smoking' symbols within three to five years.

TABLE B: Additional Smokefree Implementation Measures

ACTION	TIMEFRAME	BUDGET
Public Places		
Install smokefree signage on external areas of Council-owned buildings including swimming pools, libraries and other cultural facilities.	By July 2016.	\$1,200 to install HPA-provided signs. \$9,000 for purchase and installation of locally designed signs.
Install smokefree signage at Council sportsgrounds.	By July 2016.	\$2,000 to install HPA-provided signs. \$15,000 for purchase and installation of locally designed signs.

REPORTING

The Community and Environment Committee also requested reporting on the progress made towards implementing the policy.

As societal perceptions of smoking shift over time, due to a combination of local and national and regulatory and non-regulatory measures, it is not possible to measure the direct impact of the Council's policy and measures on smoking rates. There is, however, an opportunity to work with University of Otago researchers to repeat the 2009 study of Dunedin resident attitudes towards smokefree public places. This is likely to require a budgetary commitment from the Council and would best be considered prior to a future review of the Smokefree Policy or when additional measures are being considered.

Progress towards implementing the Smokefree Policy will be included in reporting on the 'safe and healthy people' priority within the Social Wellbeing Strategy and in any reports that come back to Council requesting additional funding to implement further smokefree measures.

Indicators will include:

- Percentage of playgrounds that have smokefree signage
- Progress made towards implementing smokefree messages in sportsgrounds
- Prevalence of cigarette butt litter at key public places

CONCLUSION

This report presents options for supporting the Council's Smokefree Dunedin Policy and recommends that the short to medium term measures listed in Table A, be implemented utilising existing budgets.

Prepared by:

Approved for submission by:

Brendon Harper
POLICY ADVISOR

Maria Ioannou
CORPORATE POLICY TEAM LEADER

Approved by: Nicola Pinfold
ACTING GENERAL MANAGER SERVICES AND DEVELOPMENT

Date report prepared: 24 April 2014




















MAPPING NEW ZEALAND COUNCILS

KEY

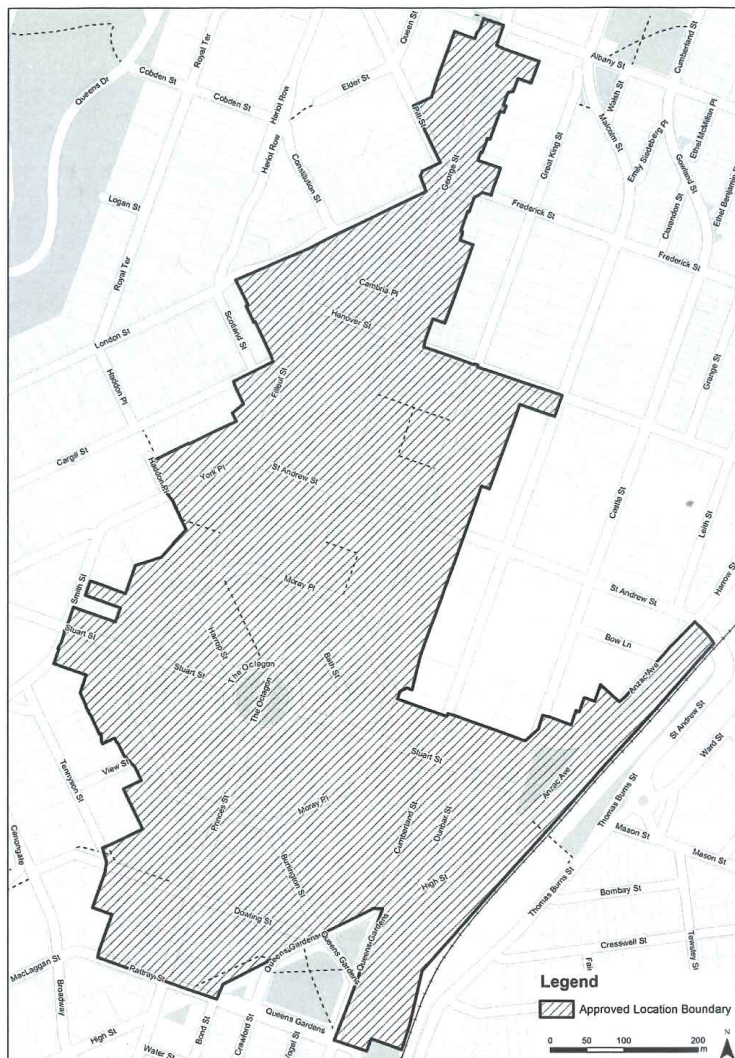
Health New Zealand
Te Whatu Ora

The PDF maps provide a generic snapshot only of council smokefree outdoor policy as identified from council websites. The maps do not determine spaces or specific areas that they cover, for example green spaces can refer to parks, playgrounds, reserves and skate parks. The maps do not have enough room to get specific. The icons give an indication that the council has this in their policy, but it would be a matter of looking at the council’s policies to determine what specific areas are included and degree of implementation.

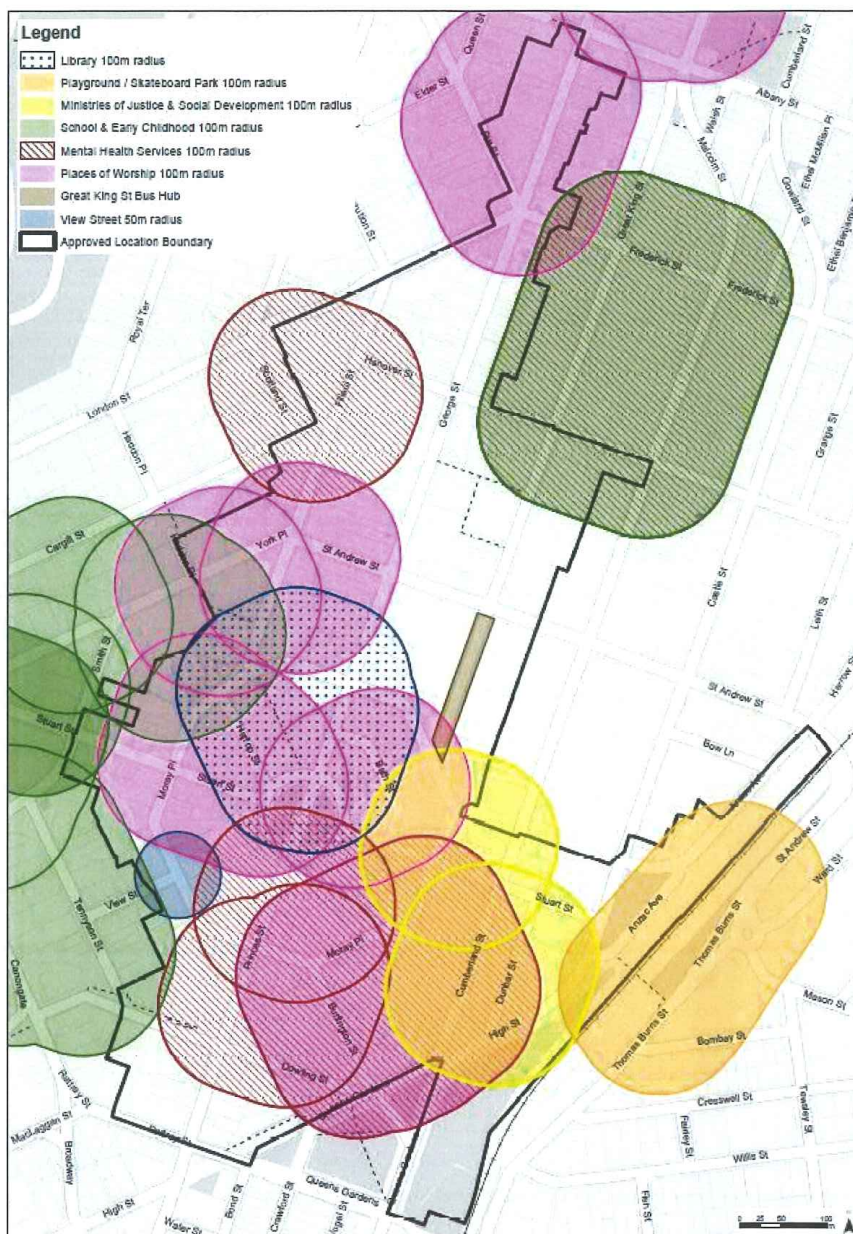
	Outdoor Dining – Bylaw *	Where councils have passed a specific regulation prohibiting smoking in outdoor dining venues under council lease.
	Outdoor Dining – Leases *	Where outdoor dining areas are promoted as smokefree via pavement leases issued by council, or via tenancies to hospitality venues occupying council owned premises.
	Outdoor Dining – Voluntary *	Where councils have included smokefree outdoor dining in their smokefree policy promoting a voluntary or ‘educational’ approach. Council uses either persuasion or financial incentives to encourage hospitality businesses to go smokefree outdoors.
	The Fresh Air Project * 	Where there is an organised programme promoting smokefree outdoor dining areas. Managed by the Cancer Society in partnership with Te Whatu Ora. Programs may be developed via an evaluated pilot model (preferred) or non-pilot model and can be supported by councils (preferred) or developed separate from councils. Please note: FAPs in development must link to the Cancer Society Canterbury West Coast Division to ensure FAP branding consistency.
	CBD/Civic Spaces	Where a council has specifically designated key public areas as smokefree over and above outdoor dining. This could be a pedestrian square or other open space readily identified by users or where a council has actual delimited their central business area on a map and agreed to promote this area as smokefree via signage. This may well be in partnership with other agencies.
	Green Spaces *	Where a council policy/initiative promotes all or some of its recreational spaces as smokefree, for example playgrounds, parks, sports grounds, reserves/domains, skate parks.
	Events *	Where council run events such as family community events or large scale entertainment events are promoted as smokefree.
	Council Buildings *	Where immediate areas around council managed facilities are promoted as smokefree. Areas may or may not be specifically defined in terms of meters, for example “within 5m of building entrances such as libraries, council community centres or town halls.
	Transport Hubs	For example, bus shelters or bus interchanges.
	Social Housing	Where council social housing (indoor areas), have been designated as smokefree – likely introduced via tenancy agreements.
	Vapefree *	Where councils have made no differentiation between tobacco and electronic nicotine devices (e-cigarettes) in their polices, promoting designated outdoor public spaces as both smokefree and vapefree.
	Beaches/Rivers/Lakes	Where beach or beach front areas and rivers or lakes are promoted as smokefree.
	Council Committed to Smokefree 2025 *	Where councils have demonstrated a commitment to promoting smokefree communities by showing support for the 2025 goal and reflecting this commitment in a smokefree action plan outlining what they will do to promote smokefree messages over the next few years and areas for further policy development.
	*Council with 6 Key Policies (Including Outdoor Dining)	Where Councils have received a gold standard/level of excellence for New Zealand, achieving; 1 or more of the 4 different types of Outdoor Dining (Bylaw, Leases, Voluntary, The Fresh Air project), Green Spaces, Events, Council Buildings, Vapefree, and Councils Committed to Smokefree 2025.
	Council with No Smokefree Spaces	
	Council with Joint Policies	

Red Councils: Policy under review/review planned

SCHEDULE 1 – APPROVED LOCATION BOUNDARY



SENSITIVE SITE BUFFER ZONES – AS AT MAY 2021



SOUTH DUNEDIN LIBRARY AND COMMUNITY COMPLEX BUILDING NAME

Department: Corporate Policy

EXECUTIVE SUMMARY

- 1 This report notes the name offered to the Dunedin City Council (the DCC) by mana whenua for the South Dunedin library and community complex.

RECOMMENDATIONS

That the Committee:

Notes the contents of the South Dunedin library and community complex building name report.

BACKGROUND

- 2 The construction of the community complex and library at 148 Great King Street, South Dunedin began in early 2024.
- 3 Mana whenua owned organisation Aukaha and architects Baker Garden collaborated with the DCC on the building's exterior design. The artwork on the outside glass glazing depicts tuna (eels) acknowledging the history and culture of South Dunedin.
- 4 Once an estuary abundant with shellfish, fish, birds and other wildlife, South Dunedin was traditionally where tuna were harvested as an important food source by Kāi Tahu, and the area was known as Kaituna.
- 5 The imagery serves as a reminder of the importance of knowledge, climate change and mahika kai (food gathering practices and locations).
- 6 At the 6 December 2024 Te Pae Māori meeting, mana whenua formally gifted the name "Te Whata o Kaituna" to the South Dunedin library and community complex.
- 7 There has been some discussion in the community around the option of naming the building after a previous Dunedin City Councillor and library advocate, however both staff and mana whenua have since engaged with the family who have confirmed they do not wish for the building to be named thus.
- 8 Further discussion was held at the March 25 2025 Te Pae Māori meeting. It was proposed that the building complex be named Te Whata o Kaituna, and that the library housed within will have a separate name.
- 9 Following this meeting, staff were directed to provide a report for noting.

DISCUSSION

- 10 The name Te Whata o Kaituna is a reference to the surrounding area being formerly abundant in mahika kai. It recognises traditional knowledge systems used in cultural practices, and today, the knowledge held within the library structure for the community to access.
- 11 The building's design draws on this traditional place name, as well as the knowledge systems involved in the cultural practice of mahika kai.
- 12 Whata is a noun that describes an elevated structure used to store kai.
- 13 The naming of the building demonstrates the application of Te Taki Haruru, the expression of the DCC's commitment to te Tiriti o Waitangi / Treaty of Waitangi.

OPTIONS

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

Signatories

Author:	Nadia Wesley-Smith - Corporate Policy Manager - Acting
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 well-being of communities in the present and for the future.
This decision promotes the environmental well-being of communities in the present and for the future.
This decision promotes the cultural well-being of communities in the present and for the future.

Fit with strategic framework

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

Te Taki Haruru is Council's commitment to the Treaty of Waitangi. It is intended to be embedded into all council strategies, projects policies and plans where appropriate.

Māori Impact Statement

Naming the library and community complex contributes to several of the key objectives outlined in Te Taki Haruru:

- The mauri of Ōtepoti is restored and enhanced.
- Mana whenua are leaders, influencers and partners
- Mātauraka is incorporated through the co-design and co-management of our environment and resources
- Māori heritage and culture is visible, celebrated, protected and future-proofed.
- The traditional authority of mana whenua in Ōtepoti Dunedin is recognised through partnerships based on reciprocity and respect.
- Māori values frameworks are embedded within policy, initiatives and practices.
- Public facilities and services meet the cultural needs, practices and values of Māori

Sustainability

No known implications for sustainability.

Zero carbon

No impacts on DCC or citywide emissions, greenhouse gases likely to stay the same.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

No known implications.

Financial considerations

No known financial implications.

SUMMARY OF CONSIDERATIONS
<i>Significance</i>
<i>Engagement – external</i> Name offered from mana whenua. Discussion held at Te Pae Māori included representatives of mana whenua and mātāwaka community
<i>Engagement - internal</i> There has been discussion held with Arts, Culture and Recreation staff.
<i>Risks: Legal / Health and Safety etc.</i> No known risks.
<i>Conflict of Interest</i> No known conflicts of interest.
<i>Community Boards</i> No known implications for Community Boards.