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PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

PLANNING & STRATEGY COMMITTEE

9AM, WEDNESDAY 9 MARCH 2022

AUDIO-VISUAL MEETING

MEMBERS

Aleisha Rutherford (Chairperson)
Patrick Handcock ONZM (Deputy Chairperson)
Grant Smith (The Mayor)

Brent Barrett	Lorna Johnson
Rachel Bowen	Billy Meehan
Zulfiqar Butt	Bruno Petrenas
Renee Dingwall	Orphée Mickalad
Leonie Hapeta	

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

pncc.govt.nz | Civic Administration Building, 32 The Square
City Library | Ashhurst Community Library | Linton Library

Heather Shotter

Chief Executive | PALMERSTON NORTH CITY COUNCIL

PLANNING & STRATEGY COMMITTEE MEETING

9 March 2022

ORDER OF BUSINESS

1. Apologies

2. Notification of Additional Items

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

3. Declarations of Interest (if any)

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

4. Public Comment

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made in accordance with clause 2 above.)

5. **Confirmation of Minutes** Page 7
"That the minutes of the Planning & Strategy Committee meeting of 9 February 2022 Part I Public be confirmed as a true and correct record."

6. **Options to address 'street racer' issues** Page 13
Memorandum, presented by Julie Macdonald, Strategy and Policy Manager.

7. **Deliberations Report - Draft Support and Funding Policy 2022** Page 31
Memorandum, presented by Julie Macdonald, Strategy and Policy Manager.

8. **Update on the Civic and Cultural Precinct Master Plan** Page 93
Memorandum, presented by David Warburton, Project Director, Civic and Cultural Precinct Master Plan.

9. **Infrastructure to support Proposed Plan Change G: Aokautere Growth** Page 111
Memorandum, presented by Michael Duindam, Principal Planner.

10. **Committee Work Schedule** Page 121

11. **Exclusion of Public**

To be moved:

"That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing

of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

[Add Third Parties], because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

PALMERSTON NORTH CITY COUNCIL

Minutes of the Planning & Strategy Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 09 February 2022, commencing at 9.00am

Members Present: Councillor Aleisha Rutherford (in the Chair), The Mayor (Grant Smith) and Councillors Brent Barrett, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Orphée Mickalad.

Non Members: Councillors Susan Baty, Lew Findlay QSM and Karen Naylor.

Apologies: Councillor Vaughan Dennison.

1-22 Apologies

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 1-22 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

2-22 Hearing of Submissions - Draft Stormwater Bylaw

The Committee considered submissions on the Draft Stormwater Bylaw together with supporting oral statements including additional tabled material.

The following persons appeared before the Committee and made oral statements in support of their submissions and replied to questions from Elected Members.

Grant Binns (4)

Mr Grant Binns spoke to his submission and made the following additional comments:

- Not against stormwater attenuation, think it's a great idea but it

needs to be done properly, be well engineered and properly thought through.

- Explained the attenuation system.
- Council has been allowing infill housing throughout the city and in a lot of areas where stormwater infrastructure has been unable to cope with the existing volumes let alone that created by the new infill projects.
- In his view Council has already passed the buck onto the landowner by forcing them to install attenuation tanks. Council now wants to pass on the performance of the entire network to these landowners as well. The landowner gets no benefit from these tanks at all, whereas the Council network receives 100% of the benefit.
- With this bylaw people will have to maintain these tanks which is an added cost to them.

Chris Teo-Sherrell (3)

Mr Chris Teo-Sherrell spoke to his submission and made the following additional comments:

- Concerns regarding the extent of hard surface that is increasing around the city.
- It is time that the costs do shift to private landowners.
- Council needs to continue to educate people about not putting contaminants into the stormwater drain and they need to up their enforcement and encourage people to report instances of contaminants being poured into that system.

Rangitane o Manawatu (10)

Mr Thomas Kay spoke to the submission and made the following additional comments:

- Believed that Council has stuck to the format and minimum requirements of the legislation and has only just updated what was already there. There are some significant shortfalls that have been missed that can be addressed, which other Councils have done.
- The timeframe for building over stormwater pipes and only allowing 50 years' worth of life in the pipe is ludicrous. That is way too short and we actually need access to these pipes.
- Concern that stormwater is not treated before it goes into the environment which needs to be addressed in New Zealand.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The COMMITTEE RESOLVED

1. That the Planning & Strategy Committee note submissions from presenters who spoke in support of their submission.
2. That the Committee note the Procedure for Hearing of Submissions, as described in the procedure sheet.

Clause 2-22 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

3-22

Draft Stormwater Bylaw - Summary of Submissions

Memorandum, presented by Julie Macdonald - Strategy & Policy Manager.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Draft Stormwater Bylaw – Summary of 9 February 2022.
2. That the Committee note a late submission received from Rangitāne o Manawatū will be included in the deliberations report.

Clause 3-22 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

4-22

Confirmation of Minutes

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the minutes of the Planning & Strategy Committee meeting of 8 December 2021 Part I Public be confirmed as a true and correct record, subject to amending the time that Councillor Rachel Bowen entered the meeting in clause 43-21 from '9.06am' to '9.05am'.

Clause 4-22 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

5-22

Draft Trade Waste Bylaw 2022 - Summary of Submissions

Memorandum, presented by Julie Macdonald - Strategy and Policy Manager.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the Committee receive the summary of submissions to the draft

Trade Waste Bylaw 2022.

Clause 5-22 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

Abstained:

Councillor Leonie Hapeta.

6-22

Submission to the Palmerston North Reserves Empowering Amendment Bill (Huia Street Reserve)

Memorandum, presented by Jono Ferguson-Pye, City Planning Manager.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Submission to the Palmerston North Reserves Empowering Amendment Bill, as attached to the report presented to the 9 February 2022 Planning & Strategy Committee.

Clause 6.1-22 above was carried 13 votes to 2, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

Against:

Councillors Brent Barrett and Lorna Johnson.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

2. That the Committee note that the Submission to the Palmerston North Reserves Empowering Amendment Bill will be approved by the Mayor under delegation (clause 192.6 of the Delegations Manual) as there is insufficient time for the submission to be referred to the Council for approval.
3. That the Committee note that in accordance with clause 192.6 of the Delegations Manual, the final submission will be reported for approval by the Council at the next available opportunity.

Clauses 6.2 and 6.3 above were carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan

Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

Moved Brent Barrett, seconded Lorna Johnson.

Note:

On a motion that "The Palmerston North City Council submission be revised to advocate that the Palmerston North Reserves Empowering Amendment Bill be amended to ensure ongoing public ownership of the Huia Street Reserve land", the motion was lost 5 votes to 10, the voting being as follows:

For:

Councillors Brent Barrett, Zulfiqar Butt, Renee Dingwall, Lorna Johnson and Billy Meehan.

Against:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Susan Baty, Rachel Bowen, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

7-22

Committee Work Schedule

Moved Karen Naylor, seconded Grant Smith.

The **COMMITTEE RESOLVED**

1. That the Planning & Strategy Committee receive its Work Schedule dated February 2022.
2. That an update on the Palmerston North Civic and Cultural Precinct Masterplan be presented to the March Planning & Strategy Committee Meeting.

Clause 7-22 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Orphée Mickalad.

The meeting finished at 10.35am

Confirmed 9 March 2022

Chairperson

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 9 March 2022

TITLE: Options to address 'street racer' issues

PRESENTED BY: Julie Macdonald, Strategy and Policy Manager

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION(S) TO COMMITTEE

1. That the Committee receive the memorandum entitled 'Options to address 'street racer' issues'.
2. That the Committee endorse *Option 3: Make Works Road a No Parking area* as described in the Memorandum dated 9 March and entitled 'Options to address 'street racer' issues'.
3. That the Chief Executive initiate a process to extend parking restrictions (as described in Option 3 of this report) to other areas where street racing activity occurs, and report back to the Planning and Strategy Committee on progress towards achieving this by December 2022.
4. That *Option 6a: Physical deterrent (installation of speed humps)* is endorsed, for use where appropriate.

RECOMMENDATION(S) TO COUNCIL

5. That Council endorse *Option 1: Limit access to Works Road through a bylaw* as described in the Memorandum dated 9 March and entitled 'Options to address 'street racer' issues'.
 6. That unbudgeted expenditure of \$30,000 be approved to enable a Traffic and Parking Bylaw review to be brought forward to 2021/2022 – 2022/2023.
 7. That unbudgeted expenditure of \$50,000 be approved to enable the implementation of *Option 6a: Physical deterrent (installation of speed humps)* at additional locations (where appropriate).
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1. INTRODUCTION AND SUMMARY

The purpose of this report is to provide recommendations to the Committee about actions Council could take to respond to issues concerning street racing and its effects. The report arose because of specific issues concerning street racer activities in Longburn at Works Road, however the scope of the report is broader than this specific location.

The advice is provided according to this structure:

- Background to the report
- Problem definition
- Identification of options to address the problem
- Assessment of options against selected criteria
- Discussion and recommendations

Table 1: Summary of options and conclusions

Option	Summary of conclusion
Option 1: Limit access to Works Road through a bylaw	Option supported (Recommendation 5) Additional \$30,000 funding (Recommendation 6)
Option 2: Develop a 'Cruising Bylaw'	Option not supported No action
Option 3: Make Works Road a 'No Parking' area	Option supported (Recommendations 2 and 3)
Option 4: Temporarily close Works Road	Option not supported No action
Option 5: Permanently close Works Road	Option not supported No action
Option 6a: Physical deterrent (installation of speed humps)	Option supported (Recommendation 4) Additional \$50,000 funding (Recommendation 7)
Option 6b: Physical deterrent (surface treatment)	Option not supported No action

2. BACKGROUND

Council (through the Strategy and Planning Committee on 20 October 2021) adopted the following Notice of Motion:

That the Chief Executive investigate the anti-social and 'street racer' activity occurring at various locations on the outskirts of Palmerston North and provide advice on the various options Council could pursue to address this problem.

This resolution followed a presentation by Georgina Murrow, Stu Ryder (owner of Longchill Ltd), Ann-Marie Bailey, Brendan Van Oostveen (Principal of Longburn Adventist College) and Mr Warwick Dunn (Storage NZ) who described issues the Longburn community has experienced with street racing events on Works Road over a long period of time. The presentation is appended to the minutes of the October 2021 meeting of the Strategy and Planning Committee. Members of the deputation described the ongoing noise and disruption experienced by Longburn residents, as

well as their attempts to solve the problem through requests to the Police and Council. They noted:

- street racing activities restricted access to businesses on Works Road
- a lack of response to requests for Police assistance
- ongoing distress to residents due to noise and disruption caused by street racer activity
- litter and damage in the area

Council staff have continued to liaise with the presenters to discuss infrastructure options (to act as a deterrent) for Works Road, while also developing advice about the wider issues. Staff have discussed the issues and options with Inspector Ross Grantham, representing the Police, and with some other councils who have experienced similar issues.

Staff have not yet engaged with anyone involved in the street racer activities. This is because the report is primarily about the mechanisms available to Council to address the problems identified, and so its focus is on high-level options. Should Council resolve to pursue any regulatory path, engagement with a broad range of stakeholders will be essential.

Since the October presentation and subsequent resolution staff have implemented speed bumps at Works Road, although these were removed illegally shortly after installation. At the time of writing, more permanent speed bumps were being installed (AC humps – see Option 6b, below), but the efficacy of these is not yet known.

3. PROBLEM DEFINITION

Problem definition: Street racer gathering and activity at Works Road

The problem is defined as the dangerous driving, noise and disruption caused by street racer gatherings at Works Road, including consequential damage to property, obstructed access to business premises, and general impact on the lives of nearby residents.

Police report that street racer activity is a constant issue at various times and places in the city. Anyone driving around Palmerston North can see evidence of burnouts left on the road. There is active organisation of some street racer activity, for example through Facebook, but the prevalence of both organised and 'opportunistic' activity is unknown.

Police data shows that in the past six-months (August 2021 to January 2022) there were almost 685 calls to Police in the Manawātū region which were classified specifically as street racer activity. This number does not include calls where the primary activity was logged as something else (such as disorder or mass-gathering). Works Road was the most prevalent primary location amongst the 685 calls, with 44 individual occasions of concern. Multiple calls were also made about Bennett Street (33), Tremaine Avenue (27), Napier Road (21), Valor Drive (17) and El Prado Drive (12). Many other locations throughout the city were the subject of fewer than ten calls each during the six-month period. This data shows that street activity occurs throughout the city and wider region.

As the scope of this report is broader than proposing solutions to the immediate issues at Works Road, the criteria used in the options analysis includes consideration of how well each option could be extended to respond to the consequences of street racer gathering anywhere in the city.

4. OPTIONS

Any consideration of the effects of street racer activity on city communities quickly reveals how varied these are and, therefore, how difficult for enforcement agencies to respond to. While some activities may already breach the law, it is often difficult to enforce the existing law when the street racer activity is unpredictable and potentially dangerous for responding officers. Some cities, such as Christchurch and Hamilton, have adopted bylaws which go some way to providing a means to discourage street racing. Practical measures, such as road closures, surface treatments, and restricting access through barriers and bollards, are also solutions which have been variously applied. However, none of the measures currently available provide a complete solution to the complexity of the issues raised.

Seven options are identified as potentially appropriate responses to the problem. More enforcement of existing laws by Police is not analysed as an option because it is not within the Council's control, and because feedback from the Police suggests that greater enforcement of existing controls is not easily achieved.

Each of Council's main options are described here, alongside an analysis of their efficacy in responding to the problem. The options are not mutually exclusive, as they each provide a different kind of response to the identified problem. Implementation of options may be co-ordinated to provide a more effective solution to the problem.

The options have been identified with consideration of the problem itself, as well as Council's strategic direction. The Land Transport Act and the National Policy Statement on Transport both underpin the Council's strategic transport objectives and include safety as a priority in providing an effective land transport network. The actions that the Council takes to achieve this effective system are informed by this national policy and legislative framework.

Option 1: Limit access to Works Road through a bylaw

Option 2: Develop a 'Cruising Bylaw'

Option 3: Make Works Road a 'No Parking' area

Option 4: Temporarily close Works Road

Option 5: Permanently close Works Road

Option 6a: Physical deterrent (installation of speed humps)

Option 6b: Physical deterrent (surface treatment)

5. OPTIONS ANALYSIS AGAINST CRITERIA

The analysis of each of the options is made with reference to the following criteria:

- a. Legal -whether the option can be implemented under law

- b. Viable – whether the option can be practicably implemented
- c. Effective – whether the option will work
- d. Enduring – how long the option will last
- e. Applicable to other locations
- f. Timely – how quickly the option can be implemented
- g. Avoids other adverse effects

These criteria were selected to provide a clear picture of the workability and value of each option. Estimates of cost to implement are also provided at the end of each option, along with a description of the next steps.

Option 1: Limit access to Works Road through a bylaw

Amend the existing Traffic and Parking Bylaw to restrict access to a specified location (in this instance, Works Road) by imposing restrictions to vehicles of a certain weight within specific hours, preventing gatherings on identified public roads, and/or some other methods as allowed under section 22AB of the Land Transport Act. Exceptions, such as conveying workers to business premises, could be included in the bylaw provisions to ensure that lawful activities are not captured. Any restrictions of this nature would require signage to indicate the hours and other description of the restriction in place.

Consideration of criteria

a. Legal

A bylaw response could provide a legal means to restrict the activities at Works Road (or elsewhere) if there is justification that this measure will enhance road safety. The power for the various methods described above is in section 22AB of the Land Transport Act 1998, which includes:

- prohibiting or restricting, absolutely or conditionally, any specified class of traffic (whether heavy traffic or not), or any specified motor vehicles or class of motor vehicle that, by reason of its size or nature or the nature of the goods carried, is unsuitable for use on any road or roads;
- regulating any road-related matters, including (but not limited to) enhancing or promoting road safety or providing protection for the environment.

As with any bylaw, before commencing with the process for making the bylaw, the Council would need to determine that the bylaw is the most appropriate means of addressing the perceived problem under section 155 of the Local Government Act 2002.

b. Viable

Amending the current Traffic and Parking Bylaw is a viable option in that Council could incorporate street racing controls into the existing bylaw framework. These controls could apply to the city in general, and Works Road in particular. Investigations into the appropriate controls could occur with the review of the Traffic and Parking Bylaw.

In the event the Traffic and Parking Bylaw is updated and makes provision for street racing controls, signage describing those controls would need to be installed (to

alert users of the restrictions). The penalty or infringement fees cannot be imposed without first notifying road users of the event giving rise to the penalty of infringement fee. Signs are an essential component of this notification.

Securing signage from vandalism could be problematic. It seems likely, given the removal of the speed humps recently, that street signs could be a target of vandalism or removal. Without secure signage, Police could be unable to enforce any new conditions established by a bylaw.

c. Effective

The efficacy of amending the Traffic and Parking Bylaw to provide for various restrictions targeted at preventing gatherings would depend almost entirely on the subsequent enforcement of those restrictions. The deterrence factor of infringement fees is only effective if repeatedly enforced.

The amendments to the existing bylaw described in Option 1 would provide the Police with new means of issuing infringement notices or prosecuting offences. For example, depending on the specific control in the bylaw, simply being on Works Road at a prohibited time without lawful excuse could warrant issue of an infringement notice. Under the Land Transport (Offences and Penalties) Regulations 1999, contravention of a bylaw without reasonable excuse can be penalised by \$1,000 on conviction or \$150 on issue of an infringement notice.

In addition to providing the Police with powers to issue infringement notices, contravention of a bylaw in certain cases can authorise the Police to seize and impound vehicles. Section 96(1AA) of the Land Transport Act 1998 enables enforcement officers (Police) to seize and impound a vehicle if:

1. The driver operated the vehicle in a manner that breached a qualifying bylaw; and
2. The vehicle is subject to a warning notice.

A warning notice can be fixed to a vehicle if a 'qualifying bylaw' is breached, so the subject vehicle would need to have been operated in contravention of a qualifying bylaw twice before it is seized and impounded.

A 'qualifying bylaw' means a bylaw that prohibits cruising or is made for one of the three purposes in section 145 of the Local Government Act 2002: protecting the public from nuisance; protecting, promoting and maintaining public health and safety; and minimising the potential for offensive behaviour in public places.

The above purposes will need to be considered in greater detail during the bylaw creation process, however controls imposed to prevent street racer activities would likely meet one or several of the section 145 purposes.

The Police consider that amending the Traffic and Parking Bylaw would provide useful additional enforcement options to enable early intervention on evenings when gatherings are anticipated. The efficacy of this option also depends on finding a practical means to ensure signage remained in place to enable enforcement.

d. Enduring

This response would remain in place until Council saw fit to amend the bylaw.

e. Applicable to other locations

Any measures introduced in a new bylaw provision could be expanded (beyond Works Road) to apply to other locations of concern. Such locations could be identified during the community engagement phase of bylaw development, from Police complaints reporting or during the initial development of the section 155 determination required under the Local Government Act.

Further locations could also be added by amending the Traffic and Parking Bylaw Administration Manual (requiring further consultation in each instance) if these controls are needed at locations identified after the Bylaw is enacted. This would provide the Council with some flexibility to deal with situations elsewhere in the city as they arise.

While adding street racing controls into the Traffic and Parking Bylaw would enable enforcement officers to target activities at specific locations, such as Works Road, it may not be effective at regulating street racer activities on long stretches of road or non-contained areas (for example, long rural roads or several city blocks). This is because it would be difficult to install signage describing the restriction on those sorts of roads. This option would, therefore, be most practically extended to specific locations (similar in nature to the Works Road cul-de-sac).

f. Timely

The timeframe needed to add street racing controls into the Traffic and Parking Bylaw would be at least a year. The Council already has a full policy and bylaw review and development programme, and the election period also provides some limitations to the pace at which work could proceed.

g. Avoids other adverse effects

Option 1 could have some effect in preventing the problem at Works Road, and this could potentially result in the activity moving to other locations.

Summary

Amending the existing bylaw would provide Police with a new tool in its enforcement toolkit. The efficacy of this option will ultimately rest with Police enforcement.

Estimated cost of Option 1

A review of the Traffic and Parking Bylaw is not currently on the three-year work plan. If brought forward, this work would be additional to the three-year work programme and so require additional resources to complete. The cost of implementing any new bylaw provision would largely fall on the Police. Council would be required to provide signage to notify the community of any new restrictions (estimated at \$6,500 and managed within current budgets).

Next step for Option 1:

If Council decides to proceed with Option 1 (recommendations 5 and 6 of this report) then the next step will be for Council to proceed with a review of the Traffic and Parking Bylaw. The review will include all matters pertaining to Traffic and Parking (appropriate for consideration in a bylaw), including efforts to identify areas in addition to Works Road where the problem behaviour is occurring.

Option 2: Develop a 'Cruising Bylaw'

Amend the Traffic and Parking bylaw or develop a new bylaw to enable the restriction of cruising in a specified location (in this instance, Works Road).

Cruising is defined in the Land Transport Act as:

driving repeatedly in the same direction over the same section of a road in a motor vehicle in a manner that—

(a) draws attention to the power or sound of the engine of the motor vehicle being driven; or

(b) creates a convoy that—

(i) is formed otherwise than in trade; and

(ii) impedes traffic flow

Consideration of criteria

a. Legal

When a 'cruising bylaw' response has been developed by other councils, it has usually been included in a bylaw alongside the kinds of restrictions discussed in Option 1 (for example, Wellington and Christchurch City Councils). There is possibly an element of 'just in case' rationale in some of the bylaws adopted by other councils, rather than a clear demonstration that prohibiting cruising itself is the best answer to the problem.

The Local Government Act requires a determination under section 155 that a bylaw is the most appropriate response to the identified problem. While this current report is a high-level consideration of options rather than a section 155 analysis, the current information about the street racing activities at Works Road does not would justify the creation of a 'cruising bylaw' at the outset. This is because the definition of 'cruising' under the Land Transport Act (provided above) is not an accurate description of the activity at Works Road. However, that is not to say that cruising may not emerge as a significant issue in future, or upon further investigation.

b. Viable

Development of a new, standalone 'cruising bylaw' is not a viable option without further investigation. However, as with Option 1, if Council wants to pursue this option, consideration of its efficacy could be included in the next review of the Traffic and Parking Bylaw.

As with Option 1, the security of the necessary signage could be problematic. Without secure signage, Police would be unable to enforce any new conditions established by a bylaw. For example, when Christchurch City Council adopted its 'cruising bylaw' in 2010 there was a cost of around \$350,000 for 1,000 new signs.

c. Effective

None of the staff from several other councils spoken to consider that a cruising bylaw (on its own) is the best response to the issues they have experienced in their communities. They cite the need for signage, and other issues with implementation (including identification and designation of restricted roads or areas), as significant barriers to effective implementation.

The Police are not in favour of Option 2 and agree that cruising is not an accurate description of the current problems.

d. Enduring

This response would remain in place until Council saw fit to amend the bylaw.

e. Application to other areas

Any measures introduced in a new cruising bylaw could be applied to any area where cruising is identified as a concern. Such locations could be identified during the community engagement phase of bylaw development. Other additional locations could also be added later upon amendment of the bylaw Administration Manual (requiring further consultation in each instance).

f. Timely

The timeframe needed to restrict activities through any bylaw provision would be at least a year, assuming the review of the Traffic and Parking Bylaw is brought forward. The Council already has a full policy and bylaw review and development programme, and the election period also provides some limitations to the pace at which work could proceed.

a. Avoids other adverse effects

Because the options analysis has concluded that a cruising bylaw does not directly address the problem identified, this option is unlikely to result in any effects (positive or negative).

Summary

Developing a cruising bylaw would not provide a feasible or effective solution to the problem identified at Works Road.

Estimated cost of Option 2:

This work would be additional to the three-year work programme. It would either need to take priority over other work or require additional staffing resources.

Council would be required to provide signage to notify the community of any new restrictions. The cost of signage to comply with a new bylaw is estimated to be \$6,000-\$7,000 (per location). The cost of enforcing any new bylaw provision would largely fall on the Police.

Next step for Option 2:

If Council decides to proceed with Option 2 then the next step will be to proceed with the initial engagement to inform a section 155 determination that a bylaw is the most appropriate response to the identified problem.

Option 3: Make Works Road a 'No Parking' area

Restrict parking within a specified location (in this instance, Works Road) as allowed by the Parking provisions of the existing Traffic and Parking Bylaw. For example, No Parking, or limitations on hours for parking on all or part of Works Road. For a discrete area such as Works Road, it may be possible to provide 'area parking signs' rather than roadside signs which may be more vulnerable to vandalism.

a. Legal

This option provides a legally available response to the identified problem.

b. Viable

This option uses current provisions of the Traffic and Parking Bylaw to restrict parking in specified locations (in this instance, Works Road). Parking restrictions are set under delegated authority of Council to the Chief Infrastructure Officer.

Parking restrictions are identified on site by prescribed traffic signs and/or markings. Contravention of the applicable traffic sign or marking has a corresponding penalty or infringement fee in the Land Transport (Offences and Penalties) Regulations 1999. Depending on the exact signs or markings, the infringement penalty fee is likely to be in the vicinity of \$40 to \$60.

As with Options 1 and 2, the security of the necessary signage could be problematic. Without secure signage, Police would be unable to enforce any new conditions. For this option to be a viable solution for Works Road, either an 'area sign' with variable conditions and/or permanent 'No Parking' road markings would provide the most robust signage options.

c. Effective

The efficacy of this option would depend almost entirely on its enforcement. It seems probable that signage indicating any restrictions in place under the Bylaw would be ignored without constant policing.

The Police consider that this option would provide a useful tool to allow early intervention on evenings when gatherings are anticipated. The efficacy of this option also depends on finding a practical means to ensure signage remained in place to enable enforcement. This option is most likely to be effective if there is permanent road marking for a No Parking area, or an 'area sign' for variable conditions, rather than roadside signage.

d. Enduring

This response would be enduring, and so could provide a long-term solution.

e. Application to other areas

This option could be extended to other areas, although the provision of secure signage would be required (as above) to enable enforcement.

While this option could target activity at specific locations, it would not be effective at regulating activity in large or general areas (for example, long rural roads or several city blocks). This is because this option would require signage or road marking to describe the restriction in place, along with enforcement. This option would, therefore, be most practically extended to specific locations (similar in nature to the Works Road cul-de-sac).

f. Timely

A restricted parking provision could be implemented relatively quickly, following the usual requirements of local engagement with stakeholders to ascertain the most effective form of parking restriction.

g. Avoids other adverse effects

Option 3 could have some effect in preventing the problem at Works Road, and this could potentially result in the activity moving to other locations.

Summary

Introducing additional parking restrictions at Works Road would provide another enforcement tool for Police. Its efficacy would depend on the provision of effective signage and adequate enforcement efforts.

Estimated cost of Option 3:

Stationary parking offences can be enforced by parking wardens. However, given the potential health and safety risks of enforcement, it would be preferable for the Police to enforce the parking restrictions because they are better resourced and equipped to manage the health and safety risks. The cost of implementing any new bylaw provision would therefore largely fall on the Police.

Council would be required to provide signage to notify the community of any new restrictions. The estimated cost for signage at Works Road is \$6,500 (managed within current budgets). Option 3 could be extended to other locations in the city where appropriate (at perhaps a rate of two per year), but any greater response would require an additional budget.

Next step for Option 3:

If Council decides to proceed with Option 3 (recommendations 2 and 3 of this report) then the next step will be for Council to proceed with the initial engagement to determine the most effective form of parking restriction to maximise the opportunities for effective enforcement. There would be no further decision-making required by elected members (aside from the usual high-level oversight and response to community issues).

Option 4: Temporarily close Works Road

Temporarily prohibit "any specified type of traffic" to a specified location (in this instance, Works Road) as enabled by the Local Government Act.

a. Legal

The Council has powers under the Local Government Act to temporarily close any road or part of a road to all traffic or "any specified type of traffic" where public disorder exists or is anticipated. This action must only follow consultation with local stakeholders, Police and Waka Kotahi.

The activities occurring at Works Road may meet the definition of 'public disorder'. However, legal advice sought on this option suggests that the term 'temporary' could not be reasonably interpreted to include regular, anticipated road closures (for example, weekend nights) over a long period of time. The legality only applies when the justification for the road closure is met for each individual occasion. Therefore, this option does not provide a legally viable solution to the identified problem, beyond being available as a short-term measure prior to other measures being implemented.

b. Viable

A temporary closure of this, or any other, road would require justification on each occasion. Therefore, this option does not provide a viable long-term solution to the identified problem, beyond being available as a short-term measure prior to other actions. A temporarily closed road would also need to be physically closed to the public. The Council would need to administer access to Works Road so that legitimate users have access. Ensuring that the closure still enabled access to Works Road for legitimate business purposes would present significant practical challenges.

c. Effective

This option could potentially be effective in the short-term on a specific occasion, where accommodation could be made for legitimate road access. It does not provide an effective solution to the ongoing problem.

d. Durable

This option does not provide a durable solution to the problem because it is not available in the long-term due to the cost and impracticality of renewing the temporary closure.

e. Applicable to other areas

Temporary road closure is a mechanism available to the Council in a variety of circumstances if the appropriate legal criteria are met. However, any road closure is a stand-alone exercise and consideration is specific to that location.

f. Timely

This option could be implemented relatively quickly on a specific occasion, following consultation with Waka Kotahi and Police.

g. Avoids other adverse effects

Option 4 could have some effect in preventing the problem at Works Road in the short-term, and this could potentially result in the activity moving to other locations.

Summary

Temporary road closure is a mechanism available to Council involving considerable cost and practical difficulty to apply on each occasion it is considered warranted.

Estimated cost of Option 4:

The costs of implementing Option 4 would include consultation with stakeholders and any practical arrangements required to temporarily close the road and still accommodate legitimate access.

Next step for Option 4:

The next step for Option 4 would be to develop a process, in agreement with Waka Kotahi and the Police, to establish whether a road closure is justified when a particular set of circumstances arise (for example, foreknowledge of a planned gathering).

Option 5: Permanently close Works Road

Permanently stop a road or part of a road (in this instance, Works Road) and transfer it into private ownership.

a. Legal

The Local Government Act enables the Council to permanently stop a road or part of a road. Where a road is stopped, it must be transferred into private ownership. This option would require consultation with adjoining landowners.

b. Viable

Growth is projected at both Longburn and the North East Industrial Zone. One of the drivers for the Central New Zealand Distribution Hub is to achieve an integrated multi-modal freight hub with strong transport connections between different parcels of land, including Palmerston North Airport, North East Industrial Zone and the proposed KiwiRail Regional Freight Hub. Private ownership of all or some of these roads could further complicate the delivery of this integrated system as industrial areas grow and new owners emerge. Private ownership of roads can also complicate matters where Council and other utility providers are required to access underground services. For these reasons the District Plan and Engineering Standards for Land Development encourage roads to be vested with Council as public roads at the time of development.

Further to the structural challenges of private ownership for the overall transport system, this option is not viable because the problem is not a consequence of Council's ownership. While a private owner could attempt to manage Works Road in some way, they would have to address the same issues Council is dealing with, with potentially fewer resources (in terms of legal powers or resources). Staff also note there are multiple landowners on Works Road, adding to the complication and viability of this option.

c. Effective

The ownership of Works Road is not related to the problem. A change of ownership will not have any positive impact without other changes to the road's management.

d. Durable

Road closure is a durable option, however durability is largely irrelevant because this option does not provide an effective solution to the problem.

e. Applicable to other areas

While theoretically Council could choose to close multiple roads, in practice certain circumstances need to be in place for this to be feasible. For example, Works Road is a cul-de-sac. Other areas where there may be similar problems to those being experienced at Works Road might not be as easily separated from the smooth function of the roading network in the area.

f. Timely

There would be significant additional work required to transfer ownership of the road, even assuming this would be a desirable outcome for any potential owner.

g. Avoids other adverse effects

This option could potentially have a negative impact on the effective operation of the road transport system.

Summary

Road closure would not provide a viable or effective solution to the problem.

Estimated cost of Option 5:

The cost of permanent road closure would include legal costs as well as an estimated \$70,000 for gates (or similar).

Next step for Option 5:

The next step for Option 5 would be to prepare a plan for the road closure in accordance with the provisions of the Local Government Act.

Option 6a: Physical deterrent (installation of speed humps)

Use powers as the Road Controlling Authority to install speed humps to a specified location (in this instance, Works Road).

a. Legal

As a Road Controlling Authority, the Council is responsible for the operation, maintenance and improvement of road infrastructure in the district.

b. Viable

Asphaltic concrete (AC) humps are not typically installed in industrial areas. This is because of their potential impact on load-stability for heavy vehicles. This impact can lead to increased pavement damage (and therefore higher maintenance costs), damage of the goods carried, damage to vehicles, and potentially adverse effects on property access.

c. Effective

AC humps have now been installed at Works Road. The layout was specifically designed not to affect property access for heavy vehicles. This treatment may prove effective in reducing the identified problem by making the road surface less conducive to street racer activities.

d. Durable

AC humps last about five to ten years before requiring renewal.

e. Applicable to other areas

Applicability of this option to other areas can only be determined following site assessment. Decisions about the suitability of roading treatments are made with site-specific consideration of the situation. For example, AC humps are not practical in residential areas, on bus routes or cycle routes.

f. Timely

AC humps can be quickly installed following consultation with relevant stakeholders.

g. Avoids other adverse consequences

Infrastructure treatments that effectively prevent gathering and street racer activity in one location (in this instance, Works Road) may result in that activity moving elsewhere in the city.

Summary

The installation of AC humps may deter street racer activity at Works Road, or any other location. There may be adverse effects on access to the Road for other users.

Estimated cost of Option 6a:

The cost of installing the AC humps at Works Road has been managed within current budgets. An additional budget would be needed for this option to be extended to other locations. The estimated cost of new AC humps is approximately \$25,000 for each location. This cost includes the site-specific assessment, traffic management, materials, and installation.

Next step for Option 6a:

AC humps have already been installed at Works Road. If elected members want to make this option available for other sites, then a further budget will be required (recommendation 7).

Option 6b: Physical deterrent (surface treatment)

Use powers as the Road Controlling Authority to introduce a high-friction surface to a specified location (in this instance, Works Road).

a. Legal

As a Road Controlling Authority, the Council is responsible for the operation, maintenance and improvement of road infrastructure in the district.

b. Viable

A high-friction surface could be applied to industrial or other areas where street racing is an identified issue.

c. Effective

The rationale behind the high-friction surface is that tyres will wear out more quickly, although this is likely to require repeated use over many visits. There is evidence of tyre debris left at Works Road, and other street racer locations, indicating that drivers may be deliberately ruining their tyres. Furthermore, drivers may not realise they are travelling over a high-friction surface, meaning that the deterrence value may be minimal. A high-friction surface may not make a noticeable difference to users and is unlikely to be a significant deterrent to the activity.

d. Durable

High-friction surfacing is expected to last six to eight years. Durability may be lower if there is street racer activity at the location, as drifting, doughnuts and burnouts will all wear the surface material more quickly.

e. Applicable to other areas

Applicability of this option to other areas can only be determined following site assessment. Decisions about the suitability of roading treatments are made with site-specific consideration of the situation. The treatment can be applied to all roads but is typically used on high risk roads/intersections to improve road safety.

f. Timely

Road surface changes can be made relatively quickly following consultation with relevant stakeholders. The application of the product would be similar to road reseals and resurfacing. It is expected that once the product is acquired then implementation would take a couple of days.

g. Avoids other adverse consequences

Infrastructure treatments that effectively prevent gathering and street racer activity in one location (in this instance, Works Road) may result in that activity moving to other locations.

Summary

A high-friction surface may not make a noticeable difference to users and is unlikely to be a deterrent. Staff are continuing to investigate surface treatment options.

Estimated cost of Option 6b:

The cost to use high-friction surfacing is considerably higher than standard surface treatments. Examples of estimated costs are:

- Works Road \$90,000
- El Prado Drive Industrial Estate \$230,000
- Makomako Road \$70,000
- Cul de sac head only \$7,000 (each)

Next step for Option 6b:

If elected members want to make this option available at Works Road or other sites, then additional budget will be required.

6. DISCUSSION AND RECOMMENDATIONS

Since the initial presentation at the October 2021 meeting by members of the Longburn community, the Council has attempted to discourage street racer activity by installing speed humps. The first effort was unsuccessful (due to illegal removal), and, at the time of writing, the second has yet to be tested. Regardless of the efficacy of those localised interventions, the Council also has an opportunity to address the challenging issue of street racer activity more generally. This report describes a variety of potential actions and an analysis of their value.

Short-term

The Council's Group Manager Transport and Development (Acting) advises that efforts to achieve effective roading treatments to deter street racing activity at Works Road will continue, and do not require additional budget or direction by the Council. Staff will continue to investigate other road surface treatment options and to consider their applicability to locations of concern. Progress with this work will be reported back through the Infrastructure Committee as part of regular updates.

Staff recommend that, in addition to the ongoing infrastructure treatments, Option 3 of this report (restriction of parking) is also implemented. The restriction of parking at Works Road is a relatively modest action, requiring only local stakeholder engagement and then installation of appropriate signage for the agreed

restrictions. Despite the equally modest penalty for infringement (\$40-60) the Police consider that this could provide an additional enforcement tool. This option can be enacted through existing delegations to the Chief Infrastructure Officer.

No particular action is required by the Committee to progress these short-term options. However, endorsement for them is reflected in recommendations 2, 3 and 4. These recommendations have been made to recognise the high level of public interest in these matters, and to ensure that staff actions are supported by elected members.

Longer-term

The most effective longer-term option to address the identified problem is the limitation of access to Works Road through restrictions adopted as part of a bylaw (Option 1). Recommendations to Council are to review of the Traffic and Parking Bylaw and to approve additional budget to enable this action (recommendations 5 and 6).

The options canvassed in this report focus on the tools available to respond to the identified problem. Other options involving efforts to prevent the street racer activity (for example, working with street racers to encourage alternative locations or activities) are outside the scope of this report and beyond the resources of the Council at present. Staff note that there may be merit in working with the street racer community to reduce the harm being caused. This issue will be raised for Council consideration in the preliminary strategic work brought to the Council as part of the next 10-Year Plan.

NEXT STEPS

Short-term

Staff are continuing to work with the Works Road community to install effective road treatments to deter gatherings and street racer activity.

If Council endorses the recommendations to proceed with Option 3, then the next step will be for Council to proceed with the initial engagement to determine the most effective form of parking restriction to maximise the opportunities for effective enforcement. There would be no further decision-making required by elected members (aside from the usual high-level oversight and response to community issues).

Longer-term

If Council decides to proceed with Option 1 and approve the additional expenditure to enable this option (recommendations 5 and 6), then the next step will be for Council to proceed with the review of the Traffic and Parking Bylaw. The review will include all matters pertaining to Traffic and Parking (appropriate for consideration in a bylaw), including efforts to identify areas in addition to Works Road where the problem behaviour is occurring.

7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No

If they are significant do they affect land or a body of water?		No
Can this decision only be made through a 10 Year Plan?		No
Does this decision require consultation through the Special Consultative procedure?		No
Is there funding in the current Annual Plan for these actions?		No
Are the recommendations inconsistent with any of Council's policies or plans?		No
The recommendations contribute to Goal 1: An Innovative and Growing City		
The recommendations contribute to the achievement of action/actions in Transport		
The action is: Develop, maintain, operate and renew the transport network to deliver on the Council goals, the purpose of this plan, and the Government Policy Statement on Transport		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The options recommended to address the identified issue at Works Road contribute to the effective and safe operation of the city's transport network.	

ATTACHMENTS

Nil

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 9 March 2022

TITLE: Deliberations Report - Draft Support and Funding Policy 2022

PRESENTED BY: Julie Macdonald, Strategy and Policy Manager

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION(S) TO COUNCIL

1. That the Council adopt the Support and Funding Policy 2022, Attachment 2 of the Memorandum entitled 'Deliberations Report – Draft Support and Funding Policy 2022' dated 9 March 2022.
 2. That the Support and Funding Policy 2022, Attachment 2 of the Memorandum entitled 'Deliberations Report – Draft Support and Funding Policy 2022' dated 9 March 2022, replaces the Community Funding Policy 2018.
 3. That a Sector Lead Partnership Fund is referred to the 2024-2034 10-Year Plan process for consideration as a separate budget item.
 4. That the Chief Executive provide a report to the Community Development Committee before development of the next 10-year plan describing the operational implications of the Sector Lead Partnership Agreements (section 5.6) of the proposed Support and Funding Policy 2022.
 5. That the Chief Executive Officer prepare an implementation and monitoring plan for the proposed Support and Funding Policy 2022.
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1. ISSUE

The Community Funding Policy 2018 was reviewed in 2021/2022. This policy provided a framework to guide funding support to the City's community and voluntary sector, while also ensuring Council's resources are targeted at meeting its strategic outcomes.

On 6 October 2021 the Council approved for consultation the Draft Support and Funding Policy 2021, which was the outcome of both the policy review and a response to additional issues including directly contracting sector lead organisations.

Public consultation on the draft policy ran from 28 October to 27 November 2021, and 21 written submissions were received. A hearing of submissions was held on 8 December 2021 at the Planning and Strategy Committee meeting, and seven submitters were heard.

2. CONSULTATION

Public consultation on the draft policy opened on 28 October 2021. A consultation document outlining the key changes was developed, including consultation questions to guide the feedback. The document was produced in printed form and was also available online on Council's website alongside an online submission form.

Targeted emails and letters were sent to previous and current recipients of Council support, as well as parties who had applied for support but were unsuccessful. Over 300 targeted email, and around 100 printed letters were sent.

Various media were also used to raise awareness of the consultation including newspaper notices in the Manawatū Standard and Guardian, the Community Services Council's Flax Pānui, and Facebook posts and advertisements.

Staff attended a meeting with Rangitāne o Manawatū to provide an update on the policy and seek feedback.

Staff also ran an online drop-in session to answer any questions from the community, which was attended by representatives of five organisations.

3. SUBMISSIONS

In general, the submissions received were supportive of the draft Support and Funding Policy. Attachment 1 is a summary of written submissions, including a response from staff and whether any change is recommended to the proposed policy. The attachment also includes a breakdown of responses to the questions on the submission form. The main subjects of the submissions are considered here:

a) Policy principles – Section 3

Thirteen submitters said they support the proposed policy principles and two were unsure. One submitter expressed the view that the principle of 'need' was lacking from the policy. The submitter did not provide a definition of the principle of 'need', other than to say it was distinct from equity.

The proposed policy principles reflect a shift to a broader scope of support and funding programmes, to support the voluntary and community sector, events sector and heritage preservation. Community need is reflected in the voluntary and community sector activities, but may not be as relevant to the events sector, for example. The proposed principles drive the implementation of the overall framework (the draft policy) to ensure that the culture of delivery is consistent at an operational level. Staff consider that community need is reflected appropriately within the relevant support and funding programmes.

No changes to the draft policy are recommended to the principles.

b) Eligibility – Section 5.2

Four submitters indicated support for the general eligibility requirements. One submitter was not supportive of the general eligibility requirements to provide a

statement of financial position (section 5.2.1 (b)). The submitter noted that this requirement is not necessary to achieve the fund outcomes, and potentially could both be a barrier to applying and present privacy issues. The submitter recommended that an applicant's declaration that they can afford the project will suffice. This submitter was particularly referring to the requirements for natural and cultural heritage funding.

Providing a statement of financial position has several uses, depending on the support programme that is being applied for. In some cases, it may be used to determine an applicant's suitability to deliver on a proposal, and/or in some cases it may be evidence of need. Given that funds are limited, and applicants are competing for funds, understanding an applicant's financial position is an important component to providing fair and equitable support to the community.

In terms of the heritage preservation funding, specifically, its purpose is to encourage private owners by providing a financial incentive to help property owners of heritage buildings to comply with the heritage requirements in the District Plan. The focus is on the building itself rather than the applicant. The fund works on a reimbursement basis, which is different to other support programmes. Successful applicants are required to fund the works from their own finances and on completion the evidence and costs are provided to Council for assessment and reimbursement for the work.

A change is recommended to the policy to make an exception for heritage funding applicants to the requirement to provide a financial statement.

c) Reporting requirements for Occupancy – Section 5.4.3

Under section 5.4.3 a) of the proposed policy all recipients of support and funding are required to provide a report to Council of the outcomes and benefits of the support. Some submitters were unsure about this expectation and described it as a new requirement for those with occupancy arrangements; they recommended that reporting requirements do not become more onerous. Staff overseeing Council tenancies have confirmed that reporting from community occupancy tenants is currently not requested, although there is a general clause in tenancy agreements stating that reporting may be required.

Under 5.4.3 a) of the proposed policy, reporting requirements will be proportionate to the level of support provided. Staff suggest that if existing reports are available and cover the outcomes and benefits of Council support, then these will be sufficient. The intention of this clause is to not make reporting onerous, but rather to reflect the policies' objectives of having a transparent and consistent system for support and funding programmes.

No changes are recommended to the reporting requirements.

d) Discretionary decision-making – Section 5.4.4

Two submitters indicated support for the new discretionary decision-making provisions in the proposed policy, and two were unsure. One other submitter noted that there may be good reasons for giving funding or non-financial support for a

specific purpose. Another submitter was concerned that there is potential for this provision to be influenced by Councillors' personal projects. One submitter was unsure about the criteria and scope that would give rise to discretionary decision-making and noted that the provision has potential for budget blow-outs.

This section of the proposed policy does not confer a new decision-making power on elected members; irrespective of this provision elected members can decide how to respond to any requests that are put to them. However, through section 5.4.4 of the proposed policy elected members will commit to a process and criteria to deal with proposals that are outside the requirements of support and funding programmes.

No changes are recommended to the discretionary decision-making provisions.

e) Sector leads – Section 5.6

The draft policy introduced a new mechanism to engage sector leads through a partnership agreement (section 5.6) and proposed that funding for these agreements be from the Strategic Priority Grants (SPG). There were several submissions in support of the sector lead partnerships, however some submitters were unsupportive of the funding being taken from the SPG pool. The main reason for opposition was the view that this action would reduce the amount of funding that would be available to other recipients of the SPG. Suggestions were made to separate sector lead funding in its own budget line, separate from SPG funding. Some submitters also asked for more clarity in how this will be implemented, as the provisions of the policy did not provide finer implementation details.

Staff have identified five organisations who were SPG recipients between 2019 and 2022 that fit the sector lead criteria in the draft policy. Combined, these organisations received 27% of the total SPG pool. It is likely that the total amount of funding requested by these organisations will increase in future, as is usually the case for SPG applications from one funding round to the next, due to rising costs and changes to service delivery. It is also likely that other organisations will put themselves forward as sector leads because of the likelihood of ongoing secure funding, so there could be more demand on SPG funding for sector leads.

Administration of partnership agreements could have operational impacts for Council. For some sector leads, too, the change may mean new ways of working with Council with changed accountability requirements. The proposed policy provides a new mechanism to allow Council to develop stronger, more secure funding arrangements with sector lead organisations. However, the proposed change could also mean that sector leads 'crowd-out' other SPG applicants from the limited funding, unless Council makes deliberate decisions about the allocation of funds to sector lead organisations.

The proposed policy puts in place a mechanism to fund sector lead organisations, however the financial support for these organisations requires further deliberation by Council. Staff therefore recommended that prior to the next SPG funding round, and through the 10-year plan, a Sector Lead Fund is included as a separate budget item. Changes to the proposed policy are also recommended (see Attachment 2) to

leave open the possibility that funding for sector lead partnership agreements may come from SPG or from another fund created for the sector lead partnership agreements

Staff also recommend that sector lead partnerships (section 5.6 of proposed policy) are not applied to the 2021/2022 SPG funding round as this is already underway. Instead this report recommends that the Community Development team provide a report to the Community Development Committee outlining the implementation of sector lead partnership agreements and any operational impacts (see Recommendation 4). This report will provide Council with an opportunity to consider the implications of the change and enable a response through the 10-year plan process. It will also give staff time to operationalise the draft policy in a sustainable way and provide potential sector leads the ability to compare the benefits of a SPG contract to that of a more significant sector lead partnership agreement.

f) Support and Funding Programmes – Part B

Community Development Small Grants Fund – Part B6

Several submitters were unsupportive of the move to increase the total allocation of this fund to \$10,000. The main reason given for this view is that the fund is currently oversubscribed, and applicants are not receiving the maximum allocation of \$5,000. Submitters suggested that an increase to the total allocation could be misleading to potential applicants. Some submitters recommended keeping the maximum allocation at \$5,000.

Some submitters were also unsupportive of the support priority that applicants

do not receive other forms of operational funding and support from Council including rates remissions or community occupancy.

Some submitters said that this could restrict a large number of worthy applicants from receiving funding, as many of these groups also receive other forms of Council support. Some submitters recommended removing this a support priority.

The increase in the maximum to \$10,000 was suggested to align with the Covid-19 funding at the time. The change in maximum allocation was suggested alongside other changes that were an attempt to focus the fund more. Those proposals were not included in the proposed draft when it was adopted by the Council for consultation, but the increased maximum of \$10,000 remained. Therefore, it makes sense to revert back to the previous maximum of \$5,000, for the reasons outlined by submitters.

The support priority:

do not receive other forms of operational funding and support from Council including rates remissions or community occupancy

was also interpreted by submitters as an *exclusion* rather than a *priority* for decision-making. The guidance for this fund explicitly states that applicants who do not receive other forms of funding will be prioritised. The guidelines do place a stronger

emphasis on providing evidence of council support/funding when applying to council for support (5.2.1 (b)) and in the assessment process (5.3.3 (b)). Responsibility is also placed on decision-makers under 5.3.4 (d) of the policy - that the decisions will be made in the knowledge of previous and/or current Council support. As occupancy is now included in the proposed policy as a form of Council support, the decision-making process will continue to emphasise this aspect in the future.

Staff recommend that the maximum allocation for the Community Development Small Grants Fund be reduced to \$5,000 and the support priorities remain unchanged.

Community-led Initiatives Fund – Part B7

Some submitters requested that 'Rainbow Communities' be included in the support priorities under this fund with Māori, Pasifika, minority ethnic groups, former refugees, people with disabilities, children and young people, and older people. Submitters also suggested that "other marginalised groups" be included in this list of priorities.

Some submitters were opposed to including "open to the public" as a support priority because it may shift the focus to allowing every member in the public access, rather than supporting specific events and initiatives for "specific disadvantaged groups". Some submitters recommended changing this priority to say, "open to all members of the relevant community".

The support priorities in this fund were carried over from the Celebrating Communities Fund which the Community-led Initiatives fund replaced. These priorities were developed over time, and the previous fund had an emphasis on "communities of identity, place or interest", which has been carried over to the new guidelines. The use of "marginalised groups" as a descriptor for a group of people is not mana-enhancing and there is a risk that it may not be welcomed by those it is intended for. There may be other groups 'missing' from these priorities, and section 5.3.1a) gives Council the ability to develop these priorities further.

The inclusion of "open to the public" as a proposed support priority is intended to ensure that public funds are not used to finance private initiatives. However, submitters make a good point about ensuring that the focus does not become about giving access to all people, but instead supports communities of identity, place or interest to grow.

Staff recommend that "rainbow communities" is included in the list of proposed support priorities. Staff propose that the support priority "open to the public" be changed to state "open to the members of the relevant community", in response to feedback from submitters.

Hancock Community House Support – Part B8b

Some submitters were unsure of the support priority that states:

are provided by a foundation tenant who was involved with the establishment of Hancock Community House.

Submitters felt the intention was not clear and also that it may be difficult to determine whether prospective applicants were foundation tenants.

This support priority was included to recognise the investment and/or assistance with fund-raising efforts by the original Hancock Community House tenants. The facility was opened in 2011 and was a community-driven project in partnership with the Council. The shared aim was the establishment of a purpose-built Community House facility, to provide suitable, secure, and affordable accommodation for a wide variety of community-based service providers.

Staff note that this proposed support priority reflects the current situation rather than providing policy direction for future tenancies of Hancock Community House (HCH). Therefore, staff recommend the deletion of this support priority.

One submitter noted that the draft policy treats rents for HCH as a subsidy, however the policy does not stipulate to what degree or how a commercial rental is identified, nor to what extent additional costs of tenancy impact on the said subsidy.

In 2011 Council established the rent rate for tenants at approximately 50% of the commercial rate, with an objective to cover on-going costs. Reports from that time suggest Council's intention was for HCH to be cost-neutral to ratepayers, while also offering substantial savings to the service providers. This discounting method has, over time, been referred to as offering 'subsidised rents' to HCH tenants. HCH tenants also receive other forms of support from Council, such as income from meeting room hire to support the overhead costs of individual tenants.

New lease agreements, including rents, were made with the tenants in 2021 on a five-year term with a five-year right of renewal. These new agreements reflect the approach taken to setting the establishment rents in 2011. To clarify the intention of the policy, staff propose removing the term 'subsidised rents' from the proposed policy and adding an explanation of the background and subsequent lease arrangements.

Staff recommend clarifying in the proposed policy that the rental calculation is the tenant occupancy area (per square metre) rate of approximately 50% commercial rental in 2011, with an additional CPI-adjustment. While this proposal departs from what was in the draft policy, it seems unwise to propose any new basis for rent-setting without further consultation on this matter. The proposed clarification provides direction for lease agreements in future and reassures HCH tenants of Council's intention to support their activities.

Staff recommend that the support priority "are provided by a foundation tenant who was involved with the establishment of Hancock Community" is deleted from the draft policy.

Staff also propose that the draft policy be amended to read:

Annual rental rates are based on the area of occupancy (per square metre) for each tenant. When Hancock Community House was founded in 2011 rental rates were set at approximately 50% of the current commercial rate and have been subject to CPI

adjustments since. The rental calculation in future lease agreements will be made on this same basis.

g) Operational matters

Many submissions were about operational matters outside the scope of the draft policy. This included updates on specific support and funding requests, requests for different funding streams, or ideas for amending the purpose of particular support and funding programmes. These matters have been referred to relevant staff.

h) Other changes to the proposed policy

Minor editorial changes were made to the draft policy to clarify the intention, including the change of date to 2022.

All changes are highlighted in yellow in the proposed final policy in Attachment 2.

4. CONCLUSION AND NEXT STEPS

The proposed Support and Funding Policy brings together a wider range of mechanisms used by Council to support the Palmerston North community. The issues raised by submitters have enabled some useful reflection on aspects of the policy, resulting in the proposed changes described in this report.



If Council adopts the proposed Support and Funding Policy 2022 staff will develop an implementation and monitoring plan to ensure that Council's intent is carried out in the administration of support and funding

Consideration of a specific fund for sector leads, as allowed for in the proposed policy, will be referred to the 10-year plan process for consideration by elected members.

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Connected Communities	
The action is: Review the Community Funding Policy	
Contribution to	The recommendations will help Council achieve its objective in

strategic direction and to social, economic, environmental and cultural well-being	making support and funding processes transparent, responsive and empowering for communities.
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ATTACHMENTS

1. Attachment 1 - Summary of Submissions - Proposed Support and Funding Policy 2022 [↓](#) 
2. Attachment 2 - Support and Funding Policy 2022 [↓](#) 

Summary of submissions

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
Policy objectives and principles	Non-contestable funding streams	Non-contestable funding is essential for forward planning and to maintain high quality events.	1	Noted	No changes recommended
	Support	More integrated approach is better.	6	Noted	
		Clear and easy to understand.	7		
		Current draft policy recognises that many significant heritage places are owned by individuals.	13		
		Agree that clear guidelines for decision-makers for oversubscribed funds is essential to achieving transparent and fair funding decisions.	3		
		Clarity and consistency around the Council’s strategic allocation of funding and resources to community and for-purpose organisations increases transparency.	10, 21		
	Eligibility	Palmerston North Electric Power Station (PNEPS) Inc. are unable to apply for anything, as PNCC owns the building, and PNEPS Inc. have various conditions imposed on them regarding access.	17	At present eligibility for heritage funding is for building owners rather than tenants. A political decision is needed to open up eligibility. Council does already allocate budgets in the LTP to deal with earthquake strengthening, building maintenance for Council assets. The Power Station building was not included in the current LTP for earthquake strengthening. Referred to staff, for further investigation and discussion with group on	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
				points raised. At present it appears there is no formal lease agreement in place.	
		Challenging decision-making role, particularly when trying to decide between applicants that meet all criteria and application requirements	3	Noted	
	Principle of need	The policy should recognise the principle of need as well as equity. The draft policy currently does not capture all principles and guidelines that are important	3	The proposed principles drive the implementation of the whole policy framework, in three different areas, including the community and voluntary sector, events sector and heritage preservation. Need maybe relevant in the community and voluntary sector activities but not so much in events, for example. Community need is reflected appropriately within the relevant support and funding programmes.	
Policy Scope	Support	Agree with consistency approach.	6	Noted	No changes recommended
		Support the inclusion of community occupancy into this policy, helps to keep public funding and support of our sector transparent and equitable.	14, 16, 10	Noted	
	Eligibility	Would like to be eligible for funding and not be excluded due to PNEPS being owned by PNCC.	17	At present eligibility for heritage funding is for building owners rather than tenants.	
	Uncertain	If broadened policy and framework will mean community organisations will have more competition in obtaining funding then this is unfair.	2	The framework is broadened in terms of its applicability to more support and funding programmes. The intention being a more consistent and transparent approach across all support and funding programmes. This does not necessarily mean an increase in competition for funding as the	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
				purpose of specific funding and support programmes have mostly remained the same.	
		Ensure that implementation of the policy doesn't result in any degradation of support from PNCC for existing community and for-purpose organisations in our region.	3	Noted	
General eligibility requirements	Financial position	Applicants to report how they are currently being funded and the extent that their funding is adequate.	7	A financial statement is required under section 5.2.1 b), also when Council are considering the merits of an application (section 5.3.3) understanding the adequacy of funding will be part of the assessment.	No changes recommended
		Council to clarify how rental support is going to be factored into the funding decision making process in the future. Potential adverse outcomes from the community sector if this is not handled properly.	10	In the guidelines there is a stronger emphasis placed on the provision of evidence of council support/funding when applying to council for support (5.2.1 b)) and in the assessment process (5.3.3 b)) and then the responsibility placed on decision-makers under 5.3.4 d) – in particular that the decisions will be made in the knowledge of previous and/or current Council support. As occupancy is now included in this policy as a form of Council support, the decision-making process will emphasise this aspect in the future.	
	Consider funding climate	Important the policy recognises the continually changing funding climate for groups, with shifting emphasis in changing governments and incoming Ministers.	3	Each funding programme will have a different purpose and objective. Section 5.3.3 sets out what Council will assess in each application which includes the reasonable efforts applicants have made to access other sources of support and/or funding.	No changes recommended.
		Funding cuts can be sudden and unexpected which will have a			

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		significant impact on already constrained budgets.			
		The whole funding picture needs to be considered in terms of priority.			
Accountability requirements	Reporting section 5.4.3	5.4.3(a) 5.5.1(a) and 5.5.1(b) suggest that groups will be required to report back to the Council on outcomes and benefits arising from their community occupancy. This is a new expectation. Reporting must not be onerous. Suggest Council officer attend each tenant's AGM or read each of their annual reports provided to Charities' Services.	14	Under 5.4.3 a) reporting requirements will be proportionate to the level of support provided. If existing reports are available and cover the outcomes and benefits of the Council support then these will be sufficient. The intention is not for this to be onerous, rather it reflects the policies' objectives of having a transparent and consistent system for support and funding programmes.	No changes recommended
		Remove reporting requirements for occupants of Hancock Community House.	18		
		Appropriate and customised reporting approach that best demonstrates the work of the sector in meeting collective goals.	9,14,16	Noted	
		The size of grant should dictate the level of reporting required (and the level of the financial audit required).	20	Section 5.4.3 requires reporting to be proportionate to the level of support provided.	
Section 5.4.4 Discretionary decision making	Support	May be good reasons for giving funding (or other non-financial support instead) for a specific purpose.	7, 9	Noted	No changes recommended.
	Further clarification	No information on transparency of who are the decision-makers. There	8	Staff must be satisfied that the criteria set out in 5.4.4 is met before a proposal is referred to a	No changes recommended.

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		is potential of this being influenced by Councillors' personal projects.		committee of Council who will make the final decision.	
		What is the criteria, time and scope which would see applications eligible for discretionary funding. Hastily considered projects have possibility of budget blow-outs.	13		
		Discretionary projects have the potential to be seen publicly as commercial nepotism.	13		
	Formatting	This should be changed to clause 5.3.5	9	This comes under the accountability section because it is an exception to the normal process, which section 5.3 of the policy covers.	No changes recommended.
Process for allocating community occupancy and when occupancy comes to an end	Promoting community occupancy opportunities	Vacant Council properties should be more widely advertised among community groups before new occupancy is decided.	7	The policy under 5.5.1 b) introduces a requirement for public advertisement if a community occupancy is confirmed following a strategic options review.	No changes recommended.
Partnership agreements and funding from SPG	Do not support funding from SPG	Consider additional funding for this and leave SPG to be contestable.	7	The direction from Councillors is for funding to be allocated from the Strategic Priority grants budget. This is a political decision.	Recommended change to policy (see attachment 2).
		Funding should be in a specific budget line in future, clearly separating it from SPG funding.	9, 14, 16		
		Change clause 5.6(a) to "If agreed, funding can be allocated from the Strategic Priority Grants fund, or from			

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		other funds as appropriate” (or similar).			
	Support	English Language Partners are having difficulty in securing long term funding to support the projects they have, to help people into employment and training.	8	The Strategic Priority Grants is a three-year contract for successful applicants.	No changes recommended.
		MMC supports this proposal, provides more stability as opposed to uncertainty when funding comes to an end after three years.	19	Noted	
		MMC supports directing funds from SPG to fund partnership agreements.	19		
		Support section 5.6 seems open-ended and more clarity is needed to explain the purpose.	10	Noted, the operational detail will be developed by staff.	
	Further clarification	Significant long-term funding should come with a clear Statement of Expectations and strong, monitored, performance measures.	13	Partnership agreements are intended to be customised to each partner (section 5.6 (b)). Further operational detail will be developed by staff.	No changes recommended.
		Policy is silent on who the sector leads are. Environment Network Manawatu would like to be identified as the Environmental Sector Lead.	9	Noted	
		Provide confirmation that reallocation of SPG funding to potential partnerships is to support service delivery, not create new infrastructure or overheads.	18	Noted	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
Active Communities Fund	Support	Support any initiatives that remove financial barriers to participation.	6	Noted	No changes recommended.
	Administration of fund	There is clear expectation from PNCC that Council Officers be informed of any proposed/changes in criteria.	15	Council staff will continue to work with Sport Manawatū staff on the administrative aspects of the fund.	
		Consider the agreed approach successful. It has attracted 21 organisations who have acted as participant sponsors. 181 residents have received funding support to increase physical activity levels. \$31,300 allocated since its inception.	15	Noted	
		Recommend appointing a Council officer into ACF advisory panel which may improve the councils view of improving transparency, continuity, and consistency across the suite of contestable funds available.	15	Council staff will continue to work with Sport Manawatū staff on the administrative aspects of the fund.	
Protecting Palmy History	Support	Preserving at least some of the natural and cultural heritage of Palmerston North is important to both Māori and Pakeha.	7	Noted	No changes recommended.
		Part of the legacy we hand down to future generations.	7		
		Enable restoration outcomes which would otherwise be infeasible to achieve.	20		
	Eligibility	The requirement that applicants show an audited/reviewed statement of financial position isn't necessary to achieve the fund	20	The draft policy does not make it compulsory to supply audited or reviewed accounts (these are just options), rather a statement of financial position. Council will work with applicants to determine the	Recommended change to the policy (see attachment 2).

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		outcomes, it is a barrier to applying and impacts the privacy of individuals. Declaration from the applicant saying they can afford the project should suffice.		most appropriate option to provide this evidence that is proportional to the support the applicant is requesting.	
Strengthening Palmy	Support	Prevents the loss of important infrastructure and craftsman that is irreplaceable.	6	Noted	No changes recommended.
	Uncertain	Suggest combining this with Protecting Palmy for simplification.	7		
Youth Council Scholarships	Support	Important initiative if we want to be a City that offers opportunity and nurtures a creative environment.	6	Noted	No changes recommended.
	Access	How can other individuals who are doing the same things get funding?	7	Anybody who meets the criteria can apply for the scholarships grant.	
CD Small Grants	Support	The fund will allow us to deliver benefits to achieve the Councils goals 2 & 3.	5	Noted	No changes recommended.
	Do not support change to support priorities	Concerned that many organisations who receive rental and rates subsidies may become a low priority for this fund	12, 3, 14, 16, 18	Need is also a support priority of this fund, which will be considered along with the other support priorities.	
		2018 policy for CD Small Grants does not explicitly include "do not receive other forms of operation funding and support from Council including rates remissions and community occupancy".	3	Noted	No changes recommended.
		While support priorities are not exclusions, decision makers may apply it like an exclusion.	3	The draft policy places several obligations on decision makers (see clause 5.3.4). Applicants who	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
				have been declined funding are able to seek a full explanation from the decision makers.	
		The first draft of this policy excluded recipients of the SPG, which was removed by Councillors.	14,16	Noted	
		The draft recommends that organisations that received the SPG are excluded from applying for the Small Grants Fund. This would disadvantage organisations.	18	SPG recipients are currently not listed as exclusions under this fund.	
		Recommend to remove the phrase “services, activities or projects which...do not receive other forms of operational funding and support from Council including rates remissions or community occupancy”	14,16,18	In the guidelines there is a stronger emphasis placed on the provision of evidence of council support/funding when applying to council for support (5.2.1 b)) and in the assessment process (5.3.3 b)) and then the responsibility placed on decision-makers under 5.3.4 d) – in particular that the decisions will be made in the knowledge of previous and/or current Council support. As occupancy is now included in this policy as a form of Council support, the decision-making process will emphasise this aspect in the future.	
	Administration of fund	Suggest for PNSC as fund administrators to draft criteria for the distribution of small grants based on PNCC priorities	12, 7	PNSC as administrators of the fund on Council’s behalf will be able to develop the support priorities further according to 5.3.1(a).	No changes recommended.
		In the past the allocation working group for the small grants have not specifically questioned being in a Council owned building, which indicates it is not a current emphasis.	3	Noted	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
	Maximum Allocation	Does the increase to the maximum to \$10,000 mean that there is a move to have more variation in allocation?	3	Noted	Change recommended to the policy (see attachment 2).
		Funding should remain at \$5,000.	7, 14, 16		
		Increasing maximum allocation to \$10,000 makes no difference to recipients. The fund is already far oversubscribed, with recipients typically receiving between \$2,000 and \$3,500	14,16		
Community-led Initiatives Fund	Support	Community of interests are important for community building and networking, also provide important connect with the wider community.	6	Noted	No changes recommended.
	Support priorities	Recommend adding rainbow community	14, 16	Communities listed under this support priority was carried over from the celebrating communities contestable fund. Fund administrators are able to develop the support priorities further under 5.3.1(a) of the draft policy.	Recommended changes to the policy (see attachment 2).
		Recommend adding 'other marginalised groups' (or similar) to the communities listed in the support priorities for this fund.	14,16	Use of the term "marginalised" is not mana enhancing and this descriptor for a group of people may not be welcomed by those it is intended for.	No changes recommended.
		"open to the public" could be misinterpreted that every initiative must be open to any member of the wider public, where the intention may be to support events or		Noted	Recommended changes to the policy (see attachment 2).

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		initiatives for specific disadvantaged communities.			
	Restrictions	Not sure if that this funding should be open to wider Public. It should be restricted to organisation that have already demonstrated that they have the skills to be successful.	7	Any entity will be able to apply for support if they think they meet the criteria released by Council. Decision makers will assess the application and supporting documents in line with 5.3.3, which includes determining whether the application “demonstrates the capability, capacity and experience to deliver the project, activity, service or event to an appropriate standard, evidenced by a relevant track record of successful delivery”.	No changes recommended.
Community Centre Support	Support	Provide a valuable resource particularly to the suburbs where other facilities maybe lacking.	7	Noted	No changes recommended.
Hancock Community House	Support	Important resource since it opened for the social and voluntary sector.	7	Noted	No changes recommended.
	Further clarification	Clarify how clause 5.5 relates to 8b.		Clause 5.5 is intended to only apply to for-purpose groups covered in 8b. This clause covers specific requirements for how community occupancy is allocated to groups whereas the allocation of community occupancy of Hancock community House is contained within 8b.	Change recommended to the policy (see attachment 2).
		Unsure of the intent of “are provided by a foundation tenant who was involved with the establishment of Hancock Community House” This maybe difficult to ascertain. Intent	12	Noted	Change recommended to the policy (see attachment 2).

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		maybe better served by giving current tenants priority.			
		HCH foundation tenant – the fact that an organisation was a foundation tenant should not necessarily prioritise them over other community organisations who are in greater need of support. However, if the intention is to give priority to current tenants when their leases come up for renewal, then we are supportive of this	14, 16	The intention for including this as a priority was to recognise the original HCH tenants who contributed to the fund-raising efforts that for the formation of the facility.	Change recommended to policy (see attachment 2)
		Parent line were foundation tenants but would not consider themselves needing special priority if they were to move out and then want to return.	12	Noted	
		What does “suitable” mean in terms of HCH tenancy priorities.	12	The assessment considerations state (Part B8b) “suitability of the building for the for-purpose group, in terms of location, physical characteristics, accessibility, and compatibility with other tenants”.	No changes recommended.
		Rents at HCH considered subsidies, policy does not stipulate to what degree or how a commercial is identified, nor to what extent additional costs of tenancy impact on said subsidy.	12	The Council established the lease/rental rates in 2010/11 for tenants at approximately 50% of the commercial rate at that time with the objective to cover on-going operational costs of the facility and to achieve cost neutrality to ratepayers. This approach also offered substantial saving to the service providers compared to renting commercial properties at market rates. Tenants also receive income from meeting room hireage that supports	Change recommended to policy (see attachment 2).

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
				the overhead costs of the facility and benefit the individual tenants. Additional costs, such as outgoings, are outlined in the lease agreements with tenants.	
		Vacancies of HCH should be notified publicly (consistent with clause 5.5) rather than through specific community networks.	12	Noted. The last available tenancy was publicly advertised.	Change recommended to policy (see attachment 2).
		Set of considerations to inform assessment and allocation of HCH vacancy applications. Previous allocation has appeared to be random based more on organisation's needs rather than strategic priorities of PNCC	12	Noted. The process has recently been established and aligns with Council's strategic priorities.	No changes recommended.
Development Subsidy	Uncertain	Maybe important function for Council to support development, but not sure that this is the appropriate place to consider funding for this.	7	Noted.	No changes recommended.
Promoting Palmy History	Uncertain	Combine this with protecting and strengthening Palmy into one policy	7	The two funding streams have been separated out in the policy to provide clarity in the different components that make up this fund.	No changes recommended.
	Eligibility	PNEPS Inc. would like to utilise this funding opportunity, if general funding from PNCC is not available for maintaining the building, then access should be given to heritage sources.	17	Heritage funding is only available to building owners not tenants.	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
Strategic Priority Grants	Funding scope	Expand funding scope to include sports sector for a connected and safe community.	5	Noted	No changes recommended.
	Support	One of the most important funding initiatives of the Council.	7	Noted	No changes recommended.
		Great to have clear policy	12		
	Environmental Initiatives Fund	Was not mentioned in policy, Environment Network Manawātū would like to see this fund continued, and be administrators of this fund	9	This was not a standing contestable fund but was created in response to a cancelled SPG contract.	No changes recommended.
Arts Event Fund	Support	Important to support local art events. Organisers/promoters in the community creative centre sector are mostly volunteers.	6	Noted	No changes recommended.
		A vibrant and innovative arts community has important psychological and wellbeing effects.	7		
Major events Fund	Definitions	Definition of major event needs more clarification	5	Noted and referred to relevant staff.	No changes recommended.
	Funding scope	Selection of major events (specifically those with a sport focus) cross over in areas that can also be funded through Sports.	15		
	Administration	Suggest appointing a Council officer to the MEF and SEPF committee which will decrease the potential of a proponent group double dipping.	15		

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
Sports Event Partnership Fund	Funding scope	Suggest the inclusion of established sporting events, Jets, Manawatu Turbos, and Cyclones as they would struggle to fit within outlined priorities.	5	Noted and referred to relevant staff.	No changes recommended.
		The allocation panel needs more direction as to how much should be financially allocated to community connectedness and health. Currently the panel is of the view that economic out ways other priority areas.	15		
		Taking a discretionary approach with attempts to balance economic benefits and support for local participation i.e Ethkick.	15		
	Support	The fund on average generates \$7.5m of economic benefit annually for the city including over 9K participants and support visitations to the region.	15	Noted	No changes recommended.
		Fund enables groups to primarily cover facility costs that would otherwise be prohibitive for organisers to deliver events here.	15		
	Purpose of fund	Proposals should provide economic benefit AND community connectedness. Should not be either-or.	6	Noted	No changes recommended.
	Promotion	Sport Manawatu does not actively advertise the fund, as each year they	15		No changes recommended.

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		are often over-subscribed. Advertising SEPF will only put more pressure on limited funds the panel have available.			
	Administration	Having a Council representative on the SEPF panel has been valuable particularly sharing insights into other event requirest. This has enhanced the coordination and our partnership approach.	15	Noted	No changes recommended.
Combined Arts, Major, & Sports Events fund.	Purpose of combined fund	Needs to be a shift in determining value of events to be focused on human input rather than economic benefit.	6	Noted	No changes recommended.
	No Support	These have all different purpose and are designed to achieve different outcomes.	7		
		Generating economic benefit is an outcome of well-organised Events.	6		
		Sport Manawatu concerned that the strategic opportunities created through SEPF may be lost if it were to be pulled into one fund.	15		
Sponsorship fund	Support	Received jersey sponsorship from PNCC. The Jersey was worn within and outside the region. NPC and FPC games were televised on a national scale providing great branding exposure for PNCC	5	Noted	No changes recommended.

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
	Uncertain	Not sure that the amount allocated to this fund will achieve the outcomes stated in this policy.	7	Noted	
Out of scope	Operational Matters	PNEPS Inc. involved in a long drawn out process to replace toilets which they were happy to pay for, but it should be building owner responsibility (PNCC).	17	Referred to relevant staff.	No changes recommended.
		Would like a clear list of what PNCC is prepared to contribute to the stability of the Power Station.	17		
		In the process of extending the building and would like to clarify whether Council's past indication of support for this project still stands. With regards to the Council assistance to Menzshed, it was advised in the 2017/18 Annual Budget that the Council would investigate the costings to the Menzshed upgrade to be considered as part of the 2018/28 Long Term Plan. An update on progress for this was requested.	11	<p>As Council owns the building typically any extensions would be funded and delivered by Council. However, the arrangement to extend the lease area agreed to in 2019, was made on the basis that the extension would be funded through external fundraising by MenzShed. As such, no programme was submitted for the 2018/28 10 year plan for a contribution to the building extension.</p> <p>The upgrade to the building referred to in the submission included looking at costs for the toilets, modifying internal walls and an outdoor shelter. Council constructed a separate toilet next to the playground at Rangitāne Park so that the public didn't have to use the MenzShed toilets. Staff will discuss with MenzShed any outstanding matters raised in the submission.</p>	

Subject	Theme	Comment	Submission Number	Officer comment	Recommended Changes
		Menzshed presumes that the rental it is charged will be based on original area not on the increased area which will be funded by their own effort.	11	Assessing the lease under the draft policy would increase the rental by a small amount. However, any increase would not take effect until the 2026 when the right of the renewal is exercised.	
		CSC has a number of different contracts with Council. Each of these funding streams is negotiated differently, each on different timeframes, and reported on separately. It will be beneficial to amalgamate the separate contracts into one contract.	14, 16	Referred to relevant staff.	
		Provide separate non-contestable funding stream for longstanding, efficiently organised and presented local 'ICON' events.	1	Funding decisions are made through 10-year plan process. Referred to the next 10-year plan process	
		Community Centres need more publicity about their availability and the groups using them which may encourage greater utilisation.	7	Noted and referred to relevant staff	
	Acknowledging Council Support and funding	Appreciate all the Council support over the years.	3, 11, 14, 16, 18	Noted	

Breakdown of responses to the submission questions

	Yes	No	Unsure	Submission Number	
	1			1	
Do you support the proposed policy objectives			1	2	
			1	4	
	1			5	
	1			6	
	1			7	
	1			8	
	1			9	
	1			11	
	1			12	
	1			13	
	1			15	
	1			17	
	1			19	
	1			20	
	Total	13	0	2	

	Yes	No	Unsure	Submission Number	
	1		1	1	
Do you support the proposed policy principles?			1	2	
			1	4	
	1			15	
	1			5	
	1			6	
	1			7	
	1			8	
	1			9	
	1			11	
	1			12	
	1			13	
	1			17	
	1			19	
	1			20	
	Total	13	0	2	

	Yes	No	Unsure	Submission Number
Do you support the proposed policy scope?	1			1
	1			2
	1			4
	1			5
	1			6
	1			7
	1			8
	1			9
	1			11
	1			12
	1			13
	1			15
			1	17
	1			19
	1			20
Total	14	0	1	

	Yes	No	Unsure	Submission Number
Do you support the general eligibility requirements	1			7
	1			8
	1			13
	1			19
Total	4	0	0	

	Yes	No	Unsure	Submission Number
Do you support section 5.4.4 (discretionary decision making)	1			7
			1	8
			1	13
	1			19
Total	2	0	2	

	Yes	No	Unsure	Submission Number
Do you support process for allocating community occupancy	1			7
			1	8
	1			19
Total	2	0	1	

	Yes	No	Unsure	Submission Number
Do you support process when community occupancy comes to an end			1	7
			1	8
	1			19
Total	1	0	2	

	Yes	No	Unsure	Submission Number
Do you support establishing partnership agreements with sector leads?		1		7
	1			8
	1			11
	1			13
	1			15
	1			19
Total	5	1	0	

	Yes	No	Unsure	Submission Number
Do you support directing funds from SPG to fund partnership agreements?		1		7
	1			8
			1	11
			1	13
	1			15
	1			19
Total	3	1	2	

	Yes	No	Unsure	Submission Number
Active Communities Fund - Do you support the proposed criteria?			1	5
	1			6
	1			7
	1			15
	1			19
Total	4	0	1	

	Yes	No	Unsure	Submission Number
Notable Trees Palmy - Do you support the proposed criteria?			1	5
	1			6
	1			7
	1			19
Total	3	0	1	

	Yes	No	Unsure	Submission Number
Protecting Palmy History - Do you support the proposed criteria?			1	5
	1			6
	1			7
			1	19
	1			20
Total	3	0	2	

	Yes	No	Unsure	Submission Number
Strengthening Palmy - Do you support the proposed criteria?			1	5
	1			6
			1	7
	1			19
	1			20
Total	3	0	2	

	Yes	No	Unsure	Submission Number
Youth Council Scholarships - Do you support the proposed criteria?	1			5
	1			6
	1			7
	1			19
Total	4	0	0	

	Yes	No	Unsure	Submission Number
CD Small Grants - Do you support the proposed criteria?	1			5
		1		12
	1			19
Total	2	1	0	

	Yes	No	Unsure	Submission Number
Community-led initiatives fund - Do you support the proposed criteria of this new combined fund?	1			5
			1	6
	1			7
	1			12
	1			19
Total	4	0	1	

Community Centre Support - Do you support purpose, priorities, rental framework for this proposed support to community centres?	Yes	No	Unsure	Submission Number
	1		1	5
	1			7
	1			12
	1			19
Total	3	0	1	

Hancock Community House Support - Do you support purpose, priorities, rental framework for this proposed support to Hancock community house?	Yes	No	Unsure	Submission Number
	1		1	5
	1			6
	1		1	7
	1			12
Total	3	0	2	19

Occupancy of Council owned property by for-purpose groups - Do you support the purpose priorities and rental framework for this proposed support to occupancy of Council owned property by for-purpose groups?	Yes	No	Unsure	Submission Number
	1			5
	1			7
	1		1	11
	1			12
Total	4	0	1	19

Development Subsidy - Do you support the proposal to extend the development subsidy to include building consent and resource consent costs?	Yes	No	Unsure	Submission Number
	1			5
			1	7
	1			11
	1			19
Total	3	0	1	

Resource recovery fund - Do you support proposed criteria of this fund?	Yes	No	Unsure	Submission Number
			1	5
			1	7
	1			19
Total	1	0	2	

	Yes	No	Unsure	Submission Number
Promoting Palmy - Do you support proposed criteria?			1	5
	1			6
			1	7
	1			19
Total	2	0	2	

	Yes	No	Unsure	Submission Number
Strategic Priority Grants - Do you support proposed criteria?	1			5
	1			7
	1			12
	1			19
Total	4	0	0	

	Yes	No	Unsure	Submission Number
Youth Council Initiatives fund - Do you support proposed criteria?	1			5
	1			6
			1	7
			1	19
Total	2	0	2	

	Yes	No	Unsure	Submission Number
Arts event fund - Do you support proposed criteria?			1	5
	1			6
	1			7
			1	19
Total	2	0	2	

	Yes	No	Unsure	Submission Number
Major Events Fund - Do you support proposed criteria?	1			5
	1			6
	1			7
	1			15
	1			19
Total	5	0	0	

Sport Event Partnership Fund - Do you support the purpose of this fund to support sports events that will either provide an economic benefit to the city or enhance community connectedness and health?	Yes	No	Unsure	Submission Number
	1			5
	1			6
	1			15
	1			19
Total	4	0	0	

Do you think the Arts Event, Major Events and Sports Event Partnership Funds' should be combined and administered as one fund with three different priorities?	Yes	No	Unsure	Submission Number
			1	6
		1		7
		1		15
	1			19
Total	1	2	1	

Sponsorship fund - Do you support proposed criteria?	Yes	No	Unsure	Submission Number
	1			5
	1			6
			1	7
	1			19
Total	3	0	1	



SUPPORT AND FUNDING POLICY 2022



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1. Introduction

Council's 10-year plan for 2021 – 2031 is centred on the vision *he iti rā, he iti pounamu small city benefits, big city ambition*. This will be achieved through pursuing five goals:

- Goal 1: He tāone auaha, he tāone tiputipu An innovative and growing city
- Goal 2: He tāone whakaihihi, tapatapahi ana A creative and exciting city
- Goal 3: He hapouri tūhonohono, he hapori haumaru A connected and safe community
- Goal 4: Te tāone tautaiāo An eco-city
- Goal 5: He kaunihera ahunui, whakamana i te iwi A driven and enabling Council

The high-level strategic direction for the city is reviewed as part of the long-term planning process every three years. Communities, industry, and other interested parties take part in this process by helping shape the overall direction for the city.

Council recognises it is only one actor in achieving these ambitious goals, and that there are many groups, organisations and individuals outside Council who are already successful in achieving results towards these goals.

2. Policy purpose and objectives

The purpose of the Support and Funding Policy is to provide a framework for how Council will deliver support and funding to groups, organisations, and individuals to achieve the vision for the city.

In implementing this policy, the Council will work to achieve the following objectives:

- Support and funding decision-making will focus on strategic outcomes;
- Increased capacity and capability of external groups and organisations to deliver initiatives that respond to cultural, economic, environmental, and social wellbeing of the city;
- A transparent, and consistent system for support and funding programmes;
- Shared understanding that Council support is provided through various means, including grants funding, sponsorship, scholarships, subsidies, and community rental rates.

3. Policy principles

The following principles underpin Council's implementation of this policy:

Trust – Council will work in ways that balance its legislative and social obligations to build and maintain trust with Palmerston North residents, Rangitāne o Manawātū, the community and voluntary sector, and industry.

Partnership – Council will be relationship-centred in its actions, in recognition that many others also work to improve community wellbeing.

Equity – Council acknowledges that some experiences disadvantage communities more than others and therefore will work in ways to ensure access and opportunity for everyone.

Outcomes-focused – Council will prioritise understanding how proposals will achieve benefits in cultural, economic, environmental and/or social wellbeing.

4. Scope

In scope	<p><u>For individuals:</u></p> <ul style="list-style-type: none"> - Active Communities Fund - Notable Palmy Trees (under natural and cultural heritage incentive fund) - Protecting Palmy History (under natural and cultural heritage incentive fund) - Strengthening Palmy History (under natural and cultural heritage incentive fund) - Youth Council Scholarships
	<p><u>For the community and voluntary sector:</u></p> <ul style="list-style-type: none"> - Community Development Small Grants - Community-led Initiatives Fund - Community Occupancy - Development Subsidy - Palmy's Resource Recovery Fund - Promoting Palmy History (under natural and cultural heritage incentive fund) - Strategic Priority Grants - Youth Council Initiatives Fund
	<p><u>For the events sector:</u></p> <ul style="list-style-type: none"> - Arts Event Fund - Major Events Fund - Sports Event Partnership Fund
	<p><u>General:</u></p> <ul style="list-style-type: none"> - Sponsorship Fund
Out of scope	<p><u>Non-contestable support or funding:</u></p> <ul style="list-style-type: none"> - Community Training Fund - Mayoral Relief Fund - Occupancy of Council Cultural Facilities (Te Manawa, Regent Theatre, The Globe Theatre, Square Edge, and The Stomach)
	<p><u>Externally funded and/or governed:</u></p> <ul style="list-style-type: none"> - Creative Communities Scheme - Jaycee Travelling Fellowship - Palmerston North Performing Arts Trust - Rates Rebate Scheme
	<p><u>Separate policy:</u></p> <ul style="list-style-type: none"> - Rates Remissions and Postponements (as determined through the 10-year plan process)

Part A

This part sets out the general guidelines. Further details for each of the specific support and funding programmes are contained in Part B.

5. Guidelines

5.1 Definitions

Community and voluntary sector: Local communities and for-purpose organisations.

Community occupancy: Provision of operational support through the granting of exclusive use of Council property to for-purpose organisations at community rental rates.

Event sector: Event organisers and events.

For-purpose organisations: Charities, social enterprise, incorporated societies and other non-governmental entities that deliver a public benefit and reinvest all surplus funds into achieving their goals. May be a special interest or advocacy group for a particular sector of the community. Membership or participation is available to everyone who wishes to join, and should not impose unreasonable restrictions upon membership (such as setting fees at a level that exclude most people who might want to participate).

Local communities: Local communities of identity (e.g. an ethnic community), interest (e.g. a sports club) or place (e.g. a group of neighbours) who have no formal legal structure.

Social enterprise: Organisations that meets four criteria:

- it operates under a legal structure;
- it has a social, cultural or environmental mission;
- a substantial portion of its income is derived from trade; and
- the majority of its profits/surplus is reinvested in the fulfillment of its mission.

Umbrella organisation: An organisation which has formally agreed to receive and administer grant funds on behalf of a local community applicant.

5.2 General eligibility

5.2.1 Applicants

a) Local communities will be eligible to apply to relevant support and funding programmes as long as they are able to nominate an umbrella organisation.

b) All applicants, **except applicants to the Natural and Cultural Heritage Incentive Fund**, will be required to provide the following evidence:

- Details of previous Council support or funding (if any), including grants, discretionary funding, rates remissions and/or community occupancy; and
- Statement of financial position including but not limited to audited (or reviewed) financial accounts and balance sheet.

c) The following entities are not eligible to apply for any support and funding programmes under this policy:

- Political parties;

- Internal applicants (for example to fund projects, programmes or facilities under the Council);
- Palmerston North City Council CCOs (Council Controlled Organisations);
- Local authorities, government agencies or public sector entities.

Further ineligible parties may also be added to the specific support or funding programme in Part B.

5.2.2 Proposals

- a) Proposals must demonstrate that the project, activity, service or event has been well considered and planned out.
- b) Proposals must be submitted in accordance with the requirements and format specified by the individual support and funding programme.
- c) Incomplete, late, or non-complying applications will not be processed, unless 5.4.4 'Discretionary decision making' applies.
- d) Proposals for a project, activity, service or event are ineligible for support and funding programmes under this policy where they:
 - are primarily to promote religious ministry, political or fundraising purposes;
 - have commenced before a funding decision has been made;
 - are primarily public services that are the responsibility of central government (e.g. core education or primary health care). This does not exclude local communities or for-purpose groups that do receive central government funding (including health and education funding) from submitting an eligible proposal that the government does not specifically fund as part of its contracted activities;
 - include the following expenditure:
 - o Debt servicing or repayment
 - o Legal expenses
 - o Medical expenses
 - o Purchase of alcohol

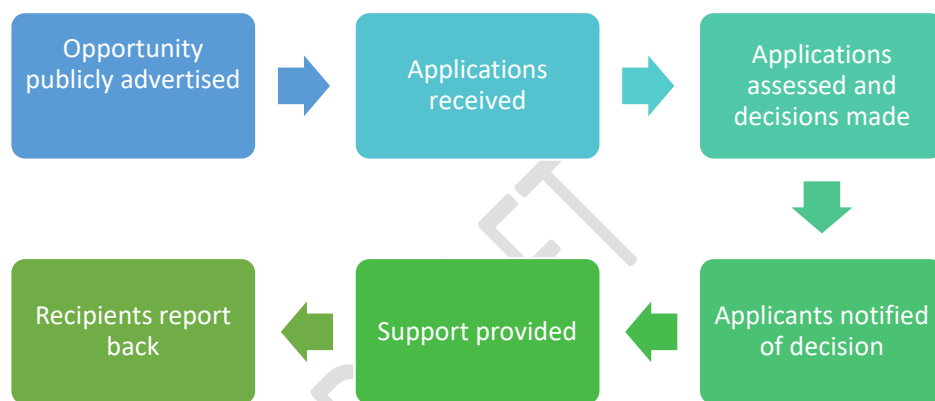
5.3 Decision-making

5.3.1 Support priorities:

- a) Council will provide clear guidance to potential applicants through the development of priorities for support. In setting the support priorities for each programme Council may:
 - specify additional exclusions to those described in Part B (to be notified when proposals are invited);
 - highlight factors that will receive a higher weighting in assessment.
- b) Support priorities will be focused on Council's strategic goals.

5.3.2 Process:

- a) All support and funding programmes will be allocated according to a contestable process, with the exception of **community occupancy** (see 8a-c in Part B) and **partnership agreements with sector leads** (see 12 in Part B).
- b) Support and funding opportunities will be widely advertised and include appropriate opportunities for applicants to seek information and advice.
- c) The information and supporting documents that Council requests from applicants will be proportionate to the extent of the support sought, and appropriate to the situation of the applicant and the level of risk presented to Council.
- e) With the exception of **community occupancy** (see section 5.5) and **partnership agreements with sector leads** (see section 5.6) the process for allocating support is:



5.3.3 Assessment:

- a) Council will assess the merit of each individual proposal and prioritise applications for support in consideration of the following factors (and any others that are included in the specific support and funding programme, as outlined in Part B). The application should:

- make a compelling case for how the proposal aligns with support priorities;
- clearly define the purpose of the proposal and the expected outcomes it will achieve;
- describe in enough detail the project, activity, service, or event that will be delivered, and have satisfied Council that it is viable;
- demonstrate the capability, capacity and experience to deliver the project, activity, service, or event to an appropriate standard, evidenced by a relevant track record of successful delivery;
- consider how the applicant will measure achievement of the expected outcomes (or for larger support and funding requests, identifies how they will evaluate the success of their project, activity, service, or event);
- understand who the project, activity, service, or event will benefit and where those people are most likely to come from;
- demonstrate the necessary experience, networks, or profile to give the applicant credible access to the people who will benefit from the project, activity, service, or event;

- present a realistic, evidenced-based budget for the project, activity, service, or event, and identifies what parts the applicant would like Council to provide support or funding for;
- clearly show the applicant's overall financial position, including their ability to support the project, activity, service, or event from their own resources and/or access to grants from other sources;
- describe the extent to which any committed contributions from Council (including other grants, discretionary funding, rates remissions and/or community occupancy) will enable the project, activity, service or event; and
- note if the applicant has made any reasonable attempts to access other sources of support and/or funding (e.g. from other funders or fundraising within their community).

b) Applications will be assessed according to the following process:



5.3.4 Decision-makers

- a) Each support and funding programme will describe the mode of decision-making, for example staff assessment, allocation panels, peer review or any other mode.
- b) In allocating support and funding programmes decision-makers will:
- declare any real or perceived conflict of interest with applications; and
 - be excluded from any assessment or decision-making related to those applications.
- c) Decision-makers will act with integrity, impartially and in a fair and reasonable manner.
- d) All support and funding decisions will be:
- appropriate and transparent;
 - made in the knowledge of previous and/or current Council support;
 - fair and defensible;
 - within budget; and
 - free from any real or perceived bias or conflict of interest.
- e) Where decision-makers decline an application a full explanation for the decision will be provided if the applicant requests.
- f) All decisions made are final.

5.4 Accountability

5.4.1 Agreement

- a) Every successful application to a support and funding programme will be formalised in a support and funding agreement.

b) Recipients of support and funding will ensure that the supported project, activity, service or event remains compliant with all relevant legislation and regulations and any other obligations stated in the support and funding agreement.

c) Failure to meet the terms of the support and funding agreement may result in termination of support and funding, decline of future support and funding and/or the repayment of part or all of the allocated support and funding.

5.4.2 Record keeping

a) The Council will maintain comprehensive records of all support and funding applications, assessments and allocation decisions.

5.4.3 Reporting

a) All recipients of support and funding under this policy will provide a report to Council on the outcomes and benefits of the support. Reporting requirements will be proportionate to the level of support provided.

b) For larger support and funding agreements Council will work together with successful applicants to establish a framework for reporting. This will include selecting relevant measures that will help determine whether the project, activity, service or event is achieving what was proposed.

c) Council will annually publish on its website:

- the recipients of support under this policy;
- the support they received; and
- the outcomes of the support.

5.4.4 Discretionary decision-making:

a) Where a proposal does not meet the requirements for support or funding, staff may refer the proposal to a committee of Council for a final decision if the following circumstances are satisfied:

- The proposal cannot reasonably be considered within a scheduled support and funding programme round or established criteria;
- Funding would significantly contribute to one or more of Council's strategic goals; and
- Non-supply of support would amount to a significant and quantifiable disadvantage to the city and the Council.

5.5 *Specific requirements for community occupancy*

Council provides support for the granting of exclusive use of Council property at community rates to for-purpose organisations. These guidelines describe the decision-making process for **community occupancy** as set out in (see 8c in Part B), depending on the circumstances.

5.5.1 Process

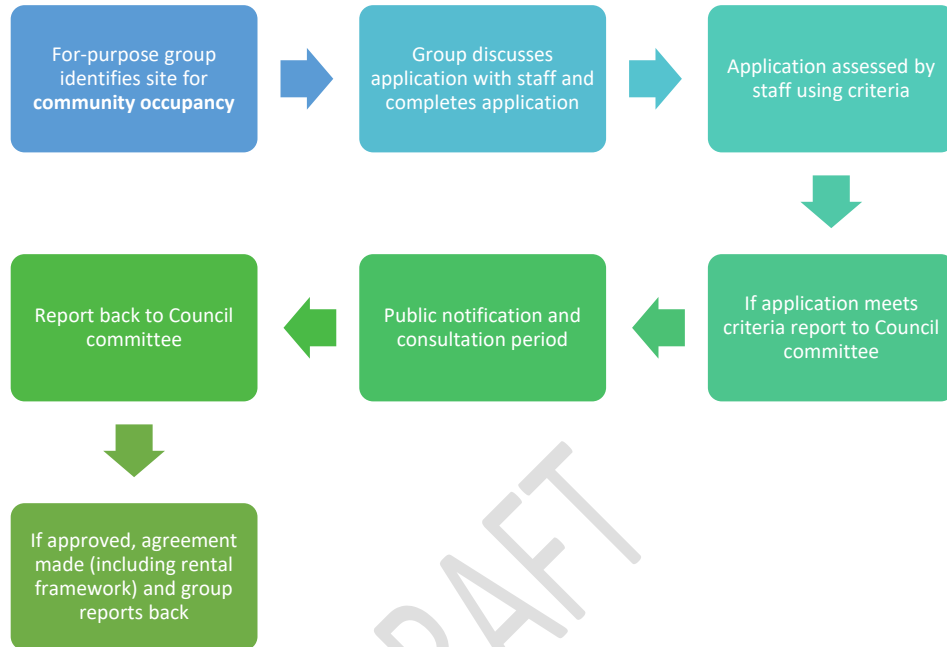
The following provisions describe the circumstances in which Council will enter into a decision-making process in regard to community occupancy as well as the process that will be followed:

a) When for-purpose groups express an interest for a new occupancy or renewal of existing occupancy in:

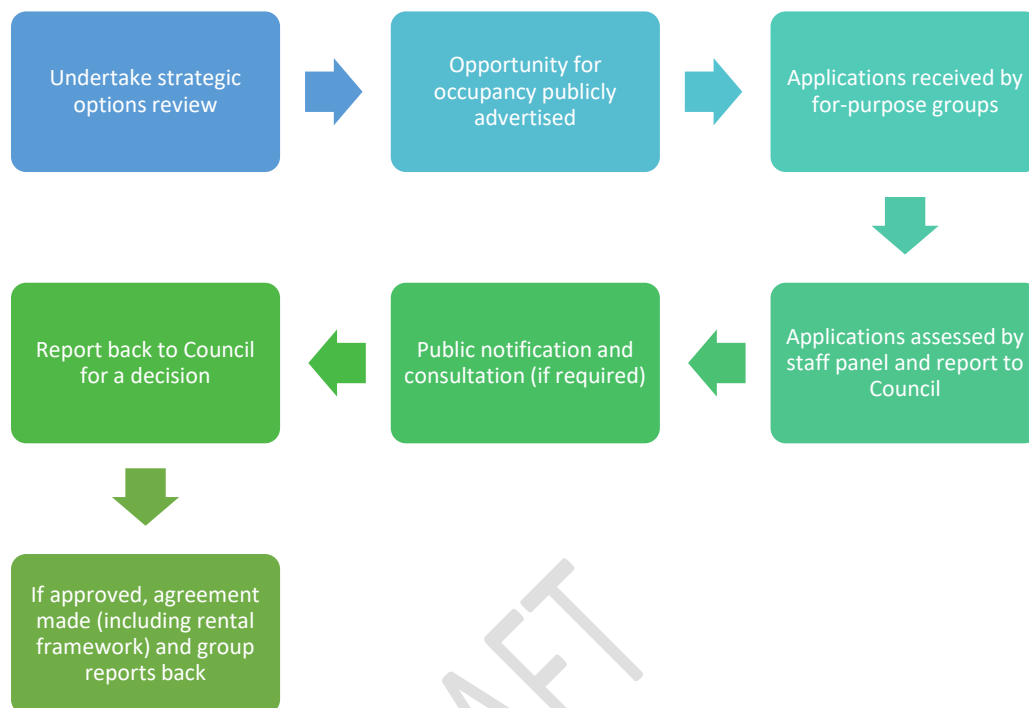
- leasing previously unoccupied council-owned property; or
- constructing a new community building on council-owned land; or

- renewing an occupancy at the end of its agreed term.

Council will follow this process:



b) Where there has been a lapse or surrender of community occupancy arrangements Council will undertake due diligence and satisfy legislative requirements in planning for the continued use of the property before community occupancy options are considered. Council will follow this process:



5.5.2 Rental framework

a) Successful applicants for **community occupancy** will pay a community rental rate established in the rental framework (refer to Part B under each of the **community occupancy** categories).

5.6 Partnership with sector lead organisations

a) Staff may make recommendations to Council to engage a sector lead (as set out in Part B 12) through a partnership agreement. If agreed, funding will be allocated from the strategic priority grants fund **or a sector lead partnership fund** to **any** partnership agreement.

b) A customised partnership plan, developed jointly by staff and a prospective sector lead, will form part of a funding agreement and will include:

- shared strategic goals and outcomes;
- services and obligations to achieve the outcomes; and
- indicators that measure the contribution to outcomes.

c) The decision to renew a partnership agreement will be subject to an evaluation of the partnership plan, and will include an assessment of the recipient's role as a sector lead in their respective sector.

d) Details of any partnership agreements entered into will be published on the Council website.

6. Monitoring and review

Council will monitor the ongoing operation of this policy to ensure the objectives are being met.

This policy will be reviewed every three years, or earlier at the request of Council.

Part B

7. Support and funding programmes

The table describes the Council's current support and funding programmes. This table should be read along side the Principles (section 3) and Guidelines (section 5) of this policy.

<i>For individuals</i>	
1	Active Communities Fund
Purpose	To remove individuals' financial barriers to participation in sport or physical activity and contribute to achieving Council's plan of an active community.
Eligibility	<p>Palmerston North residents whose financial barriers prevents them from participating in sport or physical activity.</p> <p>Applications must be endorsed by a sponsor who is not related to the applicant. The sponsor must be able to answer background information to support the application. A sponsor can be one of the following:</p> <ul style="list-style-type: none"> - School principal or teacher - Youth worker (from a public institution, local community or for-purpose organisation) - Palmerston North City Councillor - Club official (governance board members)
Exclusions	Club officials or service providers sponsoring five or more applicants simultaneously, who would qualify for other funding schemes.
Support priorities	<p>Applications that will achieve one or more of the following outcomes:</p> <ul style="list-style-type: none"> - create positive lifestyles and habits in sport and physical activity; - reduce financial barriers, and increase the number of families children and youth undertaking regular sport and physical activity; - increase social connectedness of families and community; - increase self-confidence in children and youth. <p>Through the provision of:</p> <ul style="list-style-type: none"> - Activity-related costs - Activity-related equipment not provided through a club, social, or activity provider - Activity uniform, clothing or footwear - Facility fees or event costs - Access to one on one small group coaching - Opportunities that support a life-long love of being physically active - Travel related costs to enable participation
Allocation	The fund will open at the start of the financial year until it is fully allocated. Applicants may apply twice a financial year (but not concurrently) and up to a combined maximum of \$500. Applications will be reviewed by an external panel (administered by Sport Manawatu) in consultation with the applicant's sponsor. The independent panel will make the final allocation decision.

2	Notable Trees Palmy – Natural and Cultural Heritage Incentive Fund
Purpose	To preserve the pre- and post-European settlement places and features in Palmerston North which provide a legacy of cultural and natural heritage of value to Māori and the wider community. Specifically, this fund helps notable tree owners with the costs of minor maintenance and trimming.
Eligibility	<p>Owners of property where a notable tree (protected by the District Plan) is located, and who have successfully obtained a resource consent to carry out trimming or minor maintenance work.</p> <p>Work proposed uses Council's preferred contractors and will be completed according to the maintenance schedule in the tree assessment report (available on the Council website).</p>
Support Priorities	Council recognises that notable trees are of value to the wider community, but the ownership and responsibility to maintain the tree remains with the property owner. The quality of regular maintenance work can have a significant impact on a tree's ability to grow healthily.
Allocation	<p>Notable tree owners can apply for reimbursement of 70 per cent of the arborist's work, up to a total of \$400 for an individual tree and \$1,500 for a group of trees.</p> <p>Funding will be released following confirmation of the approved work, authentication of expenditure and an invoice has been received. Assessment and allocation decisions will be carried out by staff.</p>
3	Protecting Palmy History – Natural and Cultural Heritage Incentive Fund
Purpose	To preserve the pre- and post-European settlement places and features in Palmerston North which provide a legacy of cultural and natural heritage of value to Māori and the wider community. Specifically, this fund helps owners look after our most significant heritage buildings and sites. It is available for conservation, maintenance, repair, and restoration of scheduled heritage buildings sites.
Eligibility	Projects for maintenance, repair or restoration of privately owned property that is listed, or proposed to be listed, as a building, object or site of cultural heritage value in the Palmerston North District Plan.
Support Priorities	<p>Applications will achieve and or more of the following outcomes:</p> <ul style="list-style-type: none"> - the project will contribute to the ongoing maintenance and usability of the building; - the project will lead to repairs and/or restoration to the building taking place for future preservation of both the building and associated heritage features; - the project will protect the building's heritage status.
Allocation	<p>The amount of funding that is available per successful project will be up to a maximum of:</p> <ul style="list-style-type: none"> - Commercial properties - \$20,000 - Community properties (not subject to rates under the Local Government (Rating) Act 2002) - \$20,000 - Residential properties - \$10,000 - Conservation asset management plans - \$5,000

	Council retains the discretion to approve funding above the stated maximums for large or complex projects, or where the fund is not fully allocated. Assessment and allocation decisions will be carried out by staff.
4	Strengthening Palmy – Natural and Cultural Heritage Incentive Fund
Purpose	To preserve the pre- and post-European settlement places and features in Palmerston North which provide a legacy of cultural and natural heritage of value to Māori and the wider community. Specifically, this fund is targeted at earthquake prone heritage buildings and street character buildings that require strengthening. Grant funding is available for feasibility studies, working drawing and structural works.
Eligibility	Privately owned buildings that are: <ul style="list-style-type: none"> - identified on Council's list of buildings requiring earthquake strengthening; and - listed in the District Plan schedule of buildings and objects of cultural heritage value (or are identified as having streetscape value).
Support Priorities	Projects that greatly increase the structural strength of the building to help protect it from seismic events. Funding support for a feasibility study (phase 1) is available for applicants undertaking due-diligence regarding an earthquake prone heritage building that they do not currently own. The feasibility study will be retained by Council should the applicant decide not to purchase the building.
Allocation	Applicants are able to apply for up to a total of \$60,000 per building across the following three phases: <ul style="list-style-type: none"> - Feasibility study (phase 1) - \$20,000 maximum - Working drawings (phase 2) - \$20,000 maximum - Structural works (phase 3) - \$20,000 maximum Council retains the discretion to approve funding above the stated maximums for large or complex projects, or where the fund is not fully allocated. Assessment and allocation decisions will be carried out by staff.
5	Youth Council Scholarships
Purpose	To contribute to the growth and recognition of active participation, development, leadership and excellence within the community by Palmerston North youth aged 12-24 years.
Eligibility	Palmerston North residents aged 12-24 years, who are pursuing excellence or development in sports, arts, community or academia. Applications may be completed by youth themselves or a nominee seeking to nominate an eligible person.
Support Priorities	Young people who demonstrate one or more of the following: <ul style="list-style-type: none"> - positive engagement in sports, arts, community endeavours or academia at a level of competency acknowledged to be excellent;

	<ul style="list-style-type: none"> - able to demonstrate a contribution to Palmerston North through active participation and leadership within their given field; - inspired and show potential in further development with opportunities to explore, acquire skills and experience responsibilities. <p>Scholarships will contribute towards the successful applicants endeavours in one of the following areas:</p> <ul style="list-style-type: none"> - Sports - Arts - Academic - Community (community-orientated endeavours that do not fall into the above categories)
Allocation	<p>This support will be allocated through funding rounds each financial year, opening and closing dates for applications will be widely promoted.</p> <p>Allocations will range from \$500 - \$2000 per applicant.</p> <p>Assessment and allocation decisions will be made by the Palmerston North Youth Council with the assistance of Council staff.</p>

<i>For the community and voluntary sector</i>	
6	Community Development Small Grants
Purpose	To provide funding for essential administration expenses to enable local communities and for-purpose organisations to operate.
Eligibility	Open to local communities and for-purpose organisations based in Palmerston North and primarily providing a service, activity, or project to Palmerston North residents.
Exclusions	The following local communities and for-purpose organisations will not be eligible to apply for support under this fund: <ul style="list-style-type: none"> - Sports clubs, sports service providers or those who are primarily focused on sports initiatives.
Support Priorities	<p>Services, activities, or projects that demonstrate these factors:</p> <ul style="list-style-type: none"> - contribute to outcomes to achieve goal 2, 3 or 4 of Council's strategic direction; - have a need for administration support; and - do not receive other forms of operational funding and support from Council including rates remissions or community occupancy. <p>Essential administrative expenses include but are not limited to:</p> <ul style="list-style-type: none"> - Audit fees and/or financial review costs - Communication costs - Energy costs - Insurance – public liability and assets - Rent and venue hire - Stationery – printing, postage, photocopying - Volunteer expenses – including training, supervision, travel
Allocation	<p>There will be one funding round each financial year, opening, and closing dates for applications will be widely promoted.</p> <p>A maximum of \$5,000 per successful applicant may be allocated.</p> <p>Assessment and allocation decisions will be carried out by an external panel (administered by Community Services Council).</p>
7	Community-led Initiatives Fund
Purpose	To provide communities with the resources to deliver their own small-scale community-led initiatives, including an activity, event, or project. This fund is to support initiatives provided by the community for the community. The fund gives Council flexibility to support community-led initiatives as they emerge, including co-funding initiatives with other funders.
Eligibility	Open to local communities and for-purpose organisations based in Palmerston North who are in the final stages of planning out an activity, event or project that will primarily benefit Palmerston North communities of identity, place, or interest.
Exclusions	Proposals or expenditure that includes the following will not be eligible for support under this fund:

	<ul style="list-style-type: none">- Private functions and events that unreasonably excludes the wider public (i.e. personal or family celebrations)- Commercial initiatives where the main purpose of the initiative is to make a profit- Ongoing administration costs beyond the proposed initiative;- Prize money	
Support Priorities	<p>Initiatives that demonstrate these factors:</p> <ul style="list-style-type: none">- open to all members of the relevant community;- contribute to outcomes to achieve goal 2, 3 or 4 of Council’s strategic direction; and- maximise funding by accessing other contributions, such as volunteer time, fundraising, and donated materials and services. <p>In addition to the above factors, an initiative will receive a greater weighting if it demonstrates either that:</p> <ul style="list-style-type: none">- it is innovative or yet to be successfully implemented in Palmerston North; and/or- it is delivered by, and will primarily benefit, the following communities:<ul style="list-style-type: none">o Māori;o Pasifika;o minority ethnic groups;o former refugees;o people with disabilities;o children and young people;o older people; oro rainbow communities.	
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. The allocation will range from \$500 to \$10,000. Assessment and allocation decisions will be made by staff.	
8a	Community Centre Support – Community Occupancy	
Purpose	To support for-purpose groups to manage and lease community centres to enable them to provide for a range of community needs in an affordable way.	
Eligibility	Local communities or for-purpose organisations who have a community centre management agreement with Council.	
Support Priorities	<p>Services, projects or activities that will:</p> <ul style="list-style-type: none">- deliver community outcomes that contribute to goal 2 and/or 3 of Council’s strategic direction; and- fit with the identified space and maintain or enhance the uniqueness of the space.	
Assessment considerations	Demonstrate the services, programmes or activities will maintain or enhance the uniqueness of the adjoining public space and create a sense of place.	
Allocation	Assessment and allocation decisions are made by staff through a management agreement process.	
Rental Framework	Rents	\$1,800 GST inclusive per annum
	Rent review	Annual CPI adjustment.
	Effective date	1 July 2022
	Implementation	Rents will be adjusted to this rate at the renewal or expiry date.

8b	Hancock Community House Support – Community Occupancy	
Purpose	To support the capacity and capability of the voluntary and community sector by co-locating community groups within a purpose-built community house, that also provides meeting/workshop spaces available to the wider community.	
Eligibility	For-purpose organisations in the social services sector who primarily provide a benefit to Palmerston North residents.	
Support Priorities	Services, projects, or activities that: <ul style="list-style-type: none"> - will deliver community outcomes that contribute to goal 3 of Council's strategic direction; and - are suitable for Hancock Community House; and/or - are provided by a foundation tenant who was involved with the establishment of Hancock Community House. 	
Assessment considerations	Suitability of the building for the for-purpose group, in terms of location, physical characteristics, accessibility, and compatibility with other tenants.	
Allocation	Where a tenancy becomes available at Hancock Community House the process to select new occupancies will be: <ul style="list-style-type: none"> - Expressions of interest called for and advertised by Council; - Council and Palmerston North Community Services Council or holder of the management agreement will make assessment and allocation decisions. 	
Rental framework	Rent	Subsidised commercial rental based on a per square metre occupancy rate for each tenant. Annual rental rates are based on the area of occupancy (per square metre) for each tenant. When Hancock Community House was founded in 2011 rental rates were set at approximately 50% of the current commercial rate and have been subject to CPI adjustments since. The rental calculation in future lease agreements will be made on this same basis.
	Rent review	Annual CPI adjustment.

8c	Occupancy of Council owned property by for-purpose groups – Community Occupancy																								
Purpose	The purpose of this support is to allow for-purpose groups to occupy, and operate out of, Council-owned property for sporting, recreational, community/social services, and educational purposes, at community rental rates.																								
Eligibility	For-purpose groups providing a service, activity, or project that primarily benefits Palmerston North residents.																								
Support Priorities	For-purpose organisations that demonstrate all these factors: <ul style="list-style-type: none">- contribute to outcomes to achieve goal 2, 3 and/or 4 of Council’s strategic direction;- for-purpose organisations who are jointly seeking a shared space within a Council-owned building; and- their presence fits with the identified space and will maintain or enhance the uniqueness of the space.																								
Assessment considerations	<ul style="list-style-type: none">- Consideration of the relevant assessment criteria in the guidelines in the Policy for the Use of Public Space.- Demonstration of need for exclusive use of the land/reserve, including consideration of other options the for-purpose group may have for land and/or buildings and their willingness to share resources and/or space with other compatible for-purpose groups.- The impact on the public’s benefit and enjoyment of the land/reserve and any impact on the wider reserve network.- Compatibility with reserve values, purpose/classification and the direction provided in any reserve management plan (if the land is subject to the Reserves Act 1977).- Rangitāne o Manawātū feedback on the proposed activity.- Potential impact of the occupancy and proposed activities on adjoining neighbours, other users, and the wider community.- Suitability of the land and/or building for the for-purpose group, in terms of location, physical characteristics and accessibility.																								
Allocation	Applications for new community occupancies will be considered by the most appropriate committee of Council.																								
Rental framework	<p>Annual rental rates (excl. GST) for:</p> <ul style="list-style-type: none">- Early childhood education providers (including playcentre, kindergarten, Plunket and kohanga reo associations and committees)- Community and social service providers- Youth organisations (such as scouting and guiding associations) <table><tr><th></th><th>No building (land only lease)</th><th>Building under 100 m²</th><th>Building 101- 300 m²</th><th>Building 301 m²+</th></tr><tr><td>Land under 1,000 m²</td><td>\$50</td><td>\$350</td><td>\$500</td><td>\$650</td></tr><tr><td>Land 1,001-2,000 m²</td><td>\$100</td><td>\$400</td><td>\$550</td><td>\$700</td></tr><tr><td>Land 2,001 m²+</td><td>\$150</td><td>\$450</td><td>\$600</td><td>\$750</td></tr></table>						No building (land only lease)	Building under 100 m ²	Building 101- 300 m ²	Building 301 m ² +	Land under 1,000 m ²	\$50	\$350	\$500	\$650	Land 1,001-2,000 m ²	\$100	\$400	\$550	\$700	Land 2,001 m ² +	\$150	\$450	\$600	\$750
	No building (land only lease)	Building under 100 m ²	Building 101- 300 m ²	Building 301 m ² +																					
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Land 1,001-2,000 m ²	\$100	\$400	\$550	\$700																					
Land 2,001 m ² +	\$150	\$450	\$600	\$750																					

	Annual rental rates (excl. GST) for: - Sport and recreation groups				
		No building (land only lease)	Building 1 – 500 m ²	Building 501- 1000 m ²	Building 1001 m ² +
	Land under 5,000 m ²	\$150	\$600	\$800	\$1000
	Land 5,001-10,000 m ²	\$250	\$700	\$900	\$1,100
	Land 10,001-20,000 m ²	\$500	\$950	\$1,150	\$1,350
	Land 20,001-100,000 m ²	\$1,000	\$1,450	\$1,650	\$1,850
	Land 100,001 m ² +	\$2,000	\$2,450	\$2,650	\$2,850
	Rent review	Rents will be reviewed upon the review of the policy.			
	Effective date	1 July 2022			
	Implementation	Rents will be adjusted to this rate at the lease renewal or expiry dates.			
9	Development Subsidy				
Purpose	To provide support to groups that are undertaking development of their facilities, where the payment of any of the following is triggered: <ul style="list-style-type: none">- Development contribution fee as per the Development Contribution Policy;- Building consent costs;- Resource consent costs.				
Eligibility	Open to local communities and for-purpose organisations based in Palmerston North whose initiatives primarily target Palmerston North residents. The land, building and/or facilities that is subject to a fee towards a development contribution, building consent or resource consent must: <ul style="list-style-type: none">- be owned by the local community or for-purpose group and- be integral to its operations.				
Support priorities	Applicants who use the land, buildings and/or facilities (that is subject to a fee towards a development contribution, building consent or resource consent) to deliver community outcomes that contribute to goal 2, 3 and/or 4 of Council’s strategic direction.				
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. Staff will assess applications and make allocation recommendations to the appropriate Council committee.				
10	Palmy’s Resource Recovery Fund				

Purpose	To provide funding for projects that align with the objectives of Council's Waste Management and Minimisation Plan.
Eligibility	Open to eligible legal entities with a proposal that will be implemented in Palmerston North for the benefit of local residents.
Exclusions	The following applicants and expenditure will not be eligible for funding: <ul style="list-style-type: none"> - Large corporations; - Ongoing operational costs beyond the life of the initiative; or - Recipients of central government's 'waste minimisation fund'.
Support Priorities	New or upscaling an existing project, activity or service that will contribute to one of the following outcomes: <ul style="list-style-type: none"> - reduction in the amount of waste being created; - reuse or upcycle of end of life material; - recycling waste material; or - alignment with actions in the Waste Management and Minimisation Plan. In addition to the above, proposals will receive a higher rating if the applicant is either a: <ul style="list-style-type: none"> - local community; - for-purpose group; or - locally owned small business.
Allocation	There will be one funding round per financial year. Assessment and allocation decisions will be made by staff. Funding allocations may range from \$2,500 to \$15,000 per application.
11	Promoting Palmy – Natural and Cultural Heritage Fund
Purpose	To promote the pre- and post-European settlement places and features in Palmerston North which provide a legacy of cultural and natural heritage of value to Māori and the wider community. Specifically, this fund supports community-led education, research, or promotion projects.
Eligibility	Proposals that educate and promote Palmerston North heritage.
Support Priorities	Projects that will either: <ul style="list-style-type: none"> - identify and document places of potential cultural heritage value in the city; - describe the history links between people and Palmerston North; or - educate or inform the public of the cultural resources that exists in the city.
Assessment considerations	<ul style="list-style-type: none"> - Extent of improved opportunities for wider public appreciation of Palmerston's heritage resources; - How the project extends knowledge or the historical connection or relationship between an individual, family, group, culture, and Palmerston North; - Degree of assistance it will give to educating the public in methods/techniques to maintain and enhance Palmerston North's heritage resources.
Allocation	Successful applicants may be granted up to 50% of an approved project up to a maximum of \$5000. Assessment and allocation decisions will be made by staff.

12	Strategic Priority Grants
Purpose	To activate the potential of the community sector to contribute to Council's strategic direction by supporting organisations that are well-led, sustainable, and responsive to community needs and aspirations. The fund will provide multi-year (three years) funding to provide a degree of certainty for the community and voluntary sector.
Eligibility	Open to local communities and for-purpose organisations based in Palmerston North and whose service, project or activity will target primarily Palmerston North residents.
Support priorities	<p>Services, projects, or activities that will contribute to outcomes to achieve one or more of the priorities for goal 2, 3 and 4 of Council's strategic direction:</p> <p>Goal 2: A creative and exciting city</p> <ol style="list-style-type: none"> 1. Create a city that has great places for all people. 2. Celebrate the city's history and diversity, and build on the strength of being a city of many cultures and languages 3. Be a creative city that nurtures and celebrates the arts 4. Develop a national reputation as an exciting city with plenty to do at night and on weekends 5. Be one of the most active communities in New Zealand <p>Goal 3: A connected and safe community</p> <ol style="list-style-type: none"> 1. Develop, provide, support or advocate for services, facilities, and events that create a connected welcoming and inclusive community 2. Ensure the city has a healthy community where everyone has access to healthy, safe and affordable housing and neighbourhoods 3. Support communities to achieve their aspirations 4. Be a city where people feel safe and are safe. <p>Goal 4: An eco-city</p> <ol style="list-style-type: none"> 1. Respect and enhance the mauri of the Manawatū River 2. Work with the community to reduce carbon emissions 3. Regenerate native biodiversity 6. Educate the community, in particular property owners, on the benefits of investing in sustainable building design and green buildings. <p>Council may also enter into one or more multi-year partnership agreements with sector leads, as described in Section A 5.6 of this policy. In addition to contributing to the other support priorities, such sector lead organisations will demonstrate that they:</p> <ul style="list-style-type: none"> - have an acknowledged strategic leadership role within the sector; and - are a key capacity-building organisation with a 'sector infrastructure' role supporting other sector organisations to develop and connect; and - are a cornerstone provider within their sector delivering the highest level of expertise or highest quality service or experience; and - have the capability and capacity to think, work, and advocate strategically; and - are clearly aligned to Council's strategic outcomes and priorities; and

	- have robust strategic and business plans already in place.
Allocation	<p>This fund will open once every three years. Assessment and allocation decisions will be made by staff.</p> <p>Staff may make recommendations to Council to engage a sector lead organisation through a partnership agreement (as set out in Part A 5.6) once Council has determined a funding source for any sector lead arrangements. Funding from the strategic priority grants will be allocated to any partnership agreement.</p>
13	Youth Council Initiatives Fund
Purpose	To support youth-led initiatives (including a project, activity, or event) that contributes to increasing the number of Palmerston North young people positively engaged in sports, the arts, community endeavours and academia at a level of excellence.
Eligibility	Open to local community and for-purpose organisations based in Palmerston North who are in the final stages of planning a youth-led public facing project, activity or event that will benefit young people in Palmerston North.
Exclusions	<p>Proposals or expenditure that include the following will not be eligible for support under this fund:</p> <ul style="list-style-type: none"> - private functions and events that exclude the wider community (i.e. personal or family celebrations); - commercial initiatives where the main purpose of the initiative is for profit; - ongoing administration costs beyond the proposed initiative.
Support priorities	<p>Community-focused initiatives that contribute to outcomes to achieve goal 2, 3 and/or 4 of Council's strategic direction and will increase participation by young people aged 12-24 years in either:</p> <ul style="list-style-type: none"> - Sports; - Arts; - Community; or - Academia
Allocation	This fund will be allocated through a funding round process. Allocations can range from \$500 - \$2000 per application. Assessment and allocation decisions will be made by the Palmerston North Youth Council with the assistance of Council staff.

<i>For the events sector</i>	
14	Arts Event Fund
Purpose	To support operational costs for national and regional art events hosted in Palmerston North that have an economic benefit.
Eligibility	Open to local communities and legal entities (trust, company, or incorporated society) who have a finalised proposal to host a public-facing arts event preferably in Palmerston North (wider Manawātū will also be considered).
Exclusions	<ul style="list-style-type: none"> - Private functions where the public is unreasonably restricted from attending; - Trade shows or conventions; - Capital or equipment costs; - Prize money or awards; and - Full-time or permanent employment.
Support Priorities	<p>Art's focused event proposals that demonstrate these factors:</p> <ul style="list-style-type: none"> - contribution towards outcomes to achieve goal 1 and 2 of Councils strategic direction; - promotion of domestic tourism and increases visitor nights (i.e. promoting longer stays and increased tourism activity, and generating visitation in the shoulder or low seasons) - showcase of Palmerston North's unique story; and - generation of positive media exposure for the region. <p>In addition to the above factors, proposals will receive a greater weighting if the initiative demonstrates:</p> <ul style="list-style-type: none"> - the ability to generate opportunities to leverage the city's profile and/or create long-term legacy for the city; - contribution to a diverse range of events across the region's wider event landscape; and/or - contribution to outcomes that achieve goal 3 or 4 of Council's strategic direction.
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. Assessment and allocation decisions will be made by staff.
15	Major Events Fund
Purpose	To support the attraction, development, and growth of events in Palmerston North, by supporting world class events that drive sustainable growth in domestic visitation and promote Palmerston North's unique identity to a wider audience.
Eligibility	Open to legal entities (trust, company, or incorporated society) who have a finalised proposal to host a public-facing event preferably in Palmerston North (wider Manawātū will also be considered). Multi-year proposals (to a maximum of three years) will be considered.
Exclusions	<ul style="list-style-type: none"> - Private functions where the public is unreasonably restricted from attending; - Trade shows or conventions; - Capital or equipment costs; - Prize money or awards; or

	- Full-time or permanent employment.
Support Priorities	<p>Event proposals that demonstrate all of these factors:</p> <ul style="list-style-type: none"> - contribution to outcomes achieve goal 1 and 2 of Council's strategic direction; - promotion of domestic tourism and increases visitor nights (i.e. promoting longer stays and increased tourism activity, and generating visitation in the shoulder or low seasons); - showcase of Palmerston North's unique story; and - generate positive media exposure for the region; <p>In addition to the above factors, proposals will receive a higher weighting if the initiative demonstrates either:</p> <ul style="list-style-type: none"> - the ability to generate opportunities to leverage the city's profile and/or create long-term legacy for the city; - contribution to a diverse range of events across the region's wider event landscape; or - contribution to outcomes that achieve goal 3 and/or 4 of Council's strategic direction.
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. A maximum of \$30,000 (per financial year) is available per application. Assessment and allocation decisions will be made by staff.
16	Sports Event Partnership Fund
Purpose	To support operational costs for sports events hosted in Palmerston North that have an economic benefit and enhance community connectedness and health.
Eligibility	Open to legal entities (association, trust, company, or incorporated societies) and umbrella organisations who have a finalised proposal to host a sports event in Palmerston North.
Support Priorities	<p>Proposals that contribute to outcomes to achieve goals 1 and 2 of Council's strategic direction and can demonstrate the ability to either:</p> <ul style="list-style-type: none"> - attract and retain national secondary school sports events to the city and region; - attract sports events that are of significant national and/or international importance, and positively profile the city and region; - attract and retain sports events that drive a significant economic benefit to the city and region (i.e. events that attract 200+ visitors to the city who stay at least one night); or - support sports events that enhance community connectedness and health, with an additional focus on supporting new events and those that have the potential to grow. Community-focussed events must be available to large parts of the community and encourage people to get more active, more often.
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. Assessment and allocation decisions will be made an external panel (administered by Sport Manawātū).

General	
17	Sponsorship Fund
Purpose	For Council to associate itself with initiatives (including an activity, project or event) that improves the city's reputation and national presence.
Eligibility	Open to legal entities (trust, company or incorporated societies) who have a finalised proposal that will positively show-case Palmerston North, and provide quantifiable economic benefits to the city.
Support Priorities	For Council to be associated with an activity, project or event that demonstrates these factors: <ul style="list-style-type: none"> - contribution to outcomes to achieve goal 1 of Councils strategic direction. - is innovative, delivering something new or addressing an issue that affects the people of Palmerston North in line with Councils strategic goals; - is of significant regional or national importance; - positively profiles the city of Palmerston North; and - provides a quantifiable economic benefit (e.g. activities, project or events that attract 200+ visitors to the city who stay at least one night).
Allocation	This fund will open at the start of the financial year and will remain open until it is fully allocated. A maximum of \$10,000 is available per application, otherwise staff have the discretion to award up to 50% of total funding to an eligible proposal. Assessment and allocation decisions will be carried out by a panel of staff.

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 9 March 2022

TITLE: Update on the Civic and Cultural Precinct Master Plan

PRESENTED BY: David Warburton, Project Director, Civic and Cultural Precinct Master Plan

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION(S) TO COUNCIL

1. That the Committee receive the update report titled 'Palmerston North City Council Civic and Cultural Precinct Master Plan Update for Elected Members', as attached to the memorandum titled 'Update on the Civic and Cultural Precinct Master Plan' presented to the 9 March 2022 Planning and Strategy Committee.

1. ISSUE

Resolution 54.2 of the 9 February 2022 Planning and Strategy Committee requested an update on the Civic and Cultural Precinct Master Plan (CCPMP) be presented to the 9 March 2022 Planning and Strategy Committee.

2. BACKGROUND

As requested by resolution 54.2 of the 9 February Planning and Strategy Committee, attached to this memorandum is an update report from the CCPMP Project Director for the Committee's consideration.

Attached to the Project Director's report is:

Appendix I: Scope Paper Presented to an Elected Members workshop, 19 August 2020

Appendix II: Updated Plan for Project Delivery

3. NEXT STEPS




The Committee receives the Project Director's update report on the CCPMP.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No

If they are significant do they affect land or a body of water?		No
Can this decision only be made through a 10 Year Plan?		No
Does this decision require consultation through the Special Consultative procedure?		No
Is there funding in the current Annual Plan for these actions?		Yes
Are the recommendations inconsistent with any of Council's policies or plans?		No
The recommendations contribute to Goal 2: A Creative and Exciting City		
The recommendations contribute to the achievement of action/actions in City Shaping		
The action is: Finalise the Civic and Cultural Precinct Master Plan.		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Completion of the Civic and Cultural Precinct Master Plan will help achieve our goal for Palmerston North to be an exciting place to live, where we offer a great lifestyle in a city that reflects the diversity of the city community.	

ATTACHMENTS

1. Civic and Cultural Precinct Update Report March 2022 [↓](#) 
2. Appendix I: Scope Paper Presented to Elected Members Workshop 19 August 2020 [↓](#) 
3. Appendix II: Updated Plan for Project Delivery [↓](#) 

**Centre Centre Transformation:
Civic and Cultural Precinct
Master Plan (CCPMP)**
Update for Elected Members



Civic & Cultural Precinct Master Plan (CCMP)

Update for Elected Members 9 March 2022

PURPOSE

A thriving city centre is the heart of a socially and economically healthy city. However, city centres around the world are increasingly challenged by the changing nature and needs of the way people live, work and play. The current roles of centres as places of work and shopping are changing, and cities are looking for ways to revitalize their dying centres. People are looking for shared, authentic experiences and the city centre creates an opportunity to develop this in an area that is convenient to access.

Palmerston North's Civic leaders have had the foresight to recognize the importance of the city's civic and cultural components of the experience. This can be the foundation from which to evolve and accelerate the contribution the central precinct can have, expanding it to cover learning, working and playing, not only for the city, but the wider region.

This project was established with the goal of delivering a city centre strategy for the next generation. Its aim is to compliment growth of the existing facilities with new experiences, opportunities and economic attractiveness while building on the unique characteristics of Palmerston North's people and incorporating its rich iwi heritage and culture.

BACKGROUND

The project was initiated by the Executive in January 2020. While the primary goal was to revitalise the city centre there was also the imperative to address some earthquake prone buildings that needed to be rectified within 12-15 years. This need to structurally and operationally address city centre facilities provided the unique opportunity to consider a more wholistic and integrated approach to future city centre living.

Prior to 2020, there had been a lot of sound work done to consider the Library, (its function and building requirements), Te Manawa, (similarly considering its scope and spatial requirements) and other activities within the precinct (Art Gallery, Rugby Museum, Performing Arts etc). In addition, Council staff had worked on drafts of a Civic and Cultural Precinct Plan. These reports were collated to form the initial basis for the development of a scope.

The following 6 months was spent reviewing documents, meeting with staff from the Library, Te Manawa, Strategy & Planning Staff and the Executive involved in the respective areas. What the material review highlighted was:

- Reports were all very focused on the specific issue, not the broader integration of an urban development contribution.
- The investigations were on different timeframes, drivers and proposed outcomes so lost the opportunities of synergy and a city based approach.
- In many cases the proposals were based on refining what had worked historically rather than considering what the future of "life" might be; digital drivers, multilevel apartments, cultural diversity etc.

- There was an opportunity to incorporate the work done with a broader, integrated scope that considered living, working, playing in the city. That looked beyond the physical precinct boundaries to consider the broader activities across the city so there was benefit in providing community facilities, learning centres, conference upgrades etc.

Based on the work it was agreed to develop a new scope to consider the broader city centre precinct and the impact on the surrounding area with opportunities to address cultural, commercial, social aspects including accommodation, office / retail facilities hotel and visitor attractions beyond what existed but could leverage off these core facilities.

The broader scope was also required in order to give effect to the following Council resolution from April 2019:

That the Civic and Cultural Precinct masterplan be referred back to the Planning and Strategy Committee with the intent to undertake public consultation on the plan as a draft, including library options, costings and timeline.

The earlier draft Civic and Cultural Precinct masterplan did not include library options, costings and timeline. Public consultation could occur on an updated draft Civic and Cultural Precinct masterplan and / or as part of the next Long Term Plan.

SCOPE

By mid 2020 a scope had been developed and this was presented to Elected Members at a workshop on 19 August 2020. A copy is attached refer Appendix I for reference.

The scoping document was used to prepare Procurement Documents and request expressions of interest in developing the Civic and Cultural Precinct Master Plan (CCPMP). These procurement plans were developed by the Procurement Department within Council.

PROCUREMENT

The last quarter of 2020 allowed Procurement to develop the documentation for an Expression of Interest (EOI) from the market. However in discussion with Procurement staff and the relevant Executive Members, it was considered that the scope was well developed and that it would be more efficient for Council and the Professional Advisory sector (consultants), if the EOI was prepared as a Request for Proposal (RFP).

The end of 2020 and early 2021 the RFP was developed by Procurement and the final RFP was released on GETS early March 2021 and responses required by early April 2021. (The market had been advised pre Christmas of the RFP and entities had established consortia to respond).

Procurement was based on a dual envelope system where non price attributes would be assessed and the top three taken forward to determine price and assess best value for money recommendation. Seven compliant proposals were received. All procurement activities were managed by the Procurement Team.

All compliant submissions were evaluated by the Tender Evaluation Team (TET). The TET comprised an independent Chair appointed by procurement (Paul Bayly), two members of the Executive, and David Warburton. The TET met with Procurement

supervision and came to unanimous agreement on the top three submissions. These were:

- Arup (lead) with Bossley Architects, PWC and WT Partners
- Stantec (lead) with Jasmax, KPMG and Harrison Grierson
- Beca (lead) with Urban Advisory and EY.

The three groups were requested to present to the TET which was expanded to include Rangitāne (Wiremu Te Awe Awe) and an independent Probity Observer. Marking by the TET was unanimous and resulted in a preferred order as presented above. The Probity Observer provided a clear report. Procurement opened the three price envelopes. Arup was also the cheapest making the decision to recommend Arup straight forward.

Of significance was that the three bids were within a few percentage points of each other indicating a robust process and a reasonably sound basis to consider a valid price and value for money.

Procurement managed all subsequent contract administration. Arup were advised in May 2021 of their appointment and started early work while contract details were worked through. Due to the duration of the work and the fact it covered 3 financial years, the Chief Executive restructured the final contract so years 1 and 2 were confirmed (20/21 and 21/22) as these sums were covered in budgets, but the 22/23 year was subject to satisfactory performance by the Consortium (Arup) and Council approval of the final budget amount. All documentation was signed off in June 21.

DELIVERY

The Arup Group had mobilized early and started reviews of historic documents. Some of the early work on seismic strengthening has been done by Warren Wilks (WT Partners) who were part of the Arup Team, so the early integration of this work allowed a good assessment of historic conditions and work to date.

Covid has had a large impact on the programme and has resulted in the need for some nimble changes in process and timeframes. All workshops, seminars, sprints etc to date have been done virtually due to boarder closures and meeting / travel limitations. The use of drones, fly through and digital rendition into has also been incorporated to allow progress. Despite this effort, it has been challenging and progress has been slower than desired, and the project team have worked on the premise of ensuring sound engagement and research over speed of delivery to ensure a robust and defensible outcome.

A core part of the early programme was an iwi immersion session to have the Rangitāne "Story" imbedded in the narrative. Rangitāne have been exceedingly accommodating and ran a virtual Marae meeting for those that could not attend. Local team members were welcomed onto the Marae. All this has been set up in a collaborative manner and was completed in the third quarter of 2021.

Arup are about to finalise their baseline document and are preparing to present to Council on 11 May 2022. It is intended, subject to Covid to have their Global Lead on Urban Development, based in Melbourne, to present in person. A delivery programme is presented in Appendix II.

PROJECT MANAGEMENT

The Executive have set up an internal management structure to oversee the project and ensure its integration across a broad range of other Council initiatives, e.g. Streets for People.

A "Sponsors" Group has been established to provide direction/control. This comprises the Chief Executive, Deputy Chief Executive, Chief Financial Officer and Chief Planning Officer with the Project Director (David Warburton) and Project Manager (Jono Ferguson-Pye) reporting to the Group.

An "Operations" project management team has also been established to ensure close interaction between Arup, iwi and the Council. The Project Management Team comprises the Project Director, Project Manager and Dave Charnley, Keegan Alpin-Thane, Olivia Wix and Kath Oliver. The Team has power to co-opt if additional skill is required, e.g. from Property.

The Operations Team meet fortnightly with Arup or more regularly if required. The Sponsors Group meet monthly.

FINANCE

The financial drawdown is based on programme and milestones delivered. The initial work triggered the first payment of \$200k in the 20/21 financial year. The current financial year (21/22) is budgeted for \$250k but to date only \$41k has been invoiced due to Covid related delays. There is a revised programme to accelerate activities as it is expected for the boarder restrictions to ease but it may still result in some of the 21/22 funding being unspent. The budget sum required for the 22/23 year is \$200k for the business case and delivery/funding options, subject to Council agreeing to progress a preferred option to this stage. This can be finalized in the normal budget rounds in May/Jun 22.

COMMUNICATION

There has been regular dialogue (virtual) between the Arup Team and Stakeholders. Various Members of the Consortia (PWC, WT) have visited Palmerston Nth. Others are scheduled subject to Covid.

Other than the workshop in August 2020, the Chief Executive has mentioned the project at various stages in her EM weekly briefings. Further the Project Director had a meeting with the Mayor in October 2021 to discuss the project, (along with the Wastewater Consenting Programme), where the Mayor provided copies of the 150yr Anniversary book on Palmerston North to be provided to Arup for reference – which was passed on.

Arup and PNCC are working on the appointment of additional on-the-ground communications and engagement resources that are familiar with the city and its activities and can assist in the daily Comms requirements. Various approaches in the past have been foiled, largely by Covid but this work around should meet all parties' requirements.

The major programme update to Council, which was initially scheduled for December 2021, moved to March 2022 and now set for 11 May 2022. Regrettably this has all been due to changed meeting requirements and Covid as it was considered important that the "people" were present for the presentation as this whole project is focused on creating a people orientated space that meets the needs of future generations.

CONCLUSIONS

While the project is behind schedule due to Covid, the Team is committed to catch up as regulations allow and geared up to accelerate the final stages of the programme.

The opportunity to use the need to upgrade the seismic buildings and provide upgraded and integrated facilities is being optimized so that that the whole programme can deliver more than the sum of the individual and separately operated parts.

APPENDICIES

Appendix I: Scope paper presented to Elected Members Workshop, 19 August 2020

Appendix II: Updated Project Plan for delivery.

PALMERSTON NORTH CITY COUNCIL

CITY CENTRE AND CIVIC & CULTURAL PRECINCT REDEVELOPMENT

SCOPE
&
EXPRESSIONS OF INTEREST FOR DEVELOPMENT PLAN

PURPOSE

This document is prepared to assist entities prepare an Expression of Interest (EOI) proposal for the development of the Civic and Cultural Precinct and rejuvenation of the Palmerston North City Centre.

The Council has developed a Civic and Cultural Precinct Master Plan (CCPMP) for the City Centre. This included recognition of Te Manawa's ambition for a new development for the museum and science centre to replace the current 8-9 buildings which have earthquake prone issues. Subsequently, the Council has identified the City Library as earthquake prone and Council has requested consideration of the City Library within the CCPMP. This provides a unique opportunity to rejuvenate the city centre.

The Council is therefore seeking to appoint an experienced consultant to develop a plan for the rejuvenation of the Palmerston North City Centre and proposed Civic & Cultural Precinct building off the work already done on the CCPMP. In collaboration with the Palmerston North City Council and key stakeholders this work is to provide the City and the community with an understanding of the elements and conditions required to create a successful creative and cultural precinct that is integrated with the City and uses the opportunity to catalyze urban revitalization.

CONTEXT

Palmerston North City Council has a vision with the following strategic goals:

- An innovative and growing city
- A creative and exciting city
- A connected and safe city
- An eco city

It has identified 3 significant city shaping moves to achieve the city vision: sustainable growth, Manawatu river network, and city centre. The latter has a number of projects which are already underway – over \$22 million investment in the Arena sporting complex and over \$30 million in city centre streetscapes. In addition, the Council budgeted a \$15 million contribution to a Te Manawa Re-development (estimated in the order of \$60 million for the complete project). However, no budget has been included for the re-development of the City Library, as the earthquake-prone issues and extent of structural requirements had not been identified at the time.

Palmerston North has experienced an increase in the rate of growth over the last decade, with the population reaching 88,300 as at June 2019. Current estimates indicate that this number could increase to 100,000 by 2031 and 117,000 by 2051. Visitor numbers to the city are in addition to these figures.

As the City plans its continued growth it has become increasingly evident that there is a need to rejuvenate the inner city and provide improved residential, commercial and cultural facilities to ensure a balanced and wholistic approach to the City's development.

The overarching context for this proposal is to enhance the City as a place to live, play and work. It is founded on providing suitable multicultural and commercially viable facilities to enhance the city for both the current and future generations.

The growth of the city has seen extensions of its role as a major logistics hub for road, rail and air given its strategic location on the north/south and east/west intersect. Investment in the transport and logistics/distribution sector is a major factor in the city's future positioning as a regional centre.

Palmerston North's long-standing position as an educational city has been reinforced with Massey University's desire to concentrate its headquarters within the city and the positioning of UCOL in the city centre. Further a series of international schools and research facilities (Fonterra, Ag Research, Plant & Food Research etc) extend the city's educational and learning presence. Combined with the strong primary production in the broader region, Palmerston North is the home of FoodHQ, a research, development and innovation centre in the food production, science and manufacturing sector.

A further growth aspect of the City's strategy is engagement in sport. The City has invested in outstanding sports facilities, has a close association with the University's high performance academy and is recognized as a venue for many regional and national sporting fixtures.

Palmerston North has developed a strong partnership with Rangitāne, the mana whenua. This partnership needs to be extended and developed as part of any City Centre redevelopment.

Given the broad range of growth areas, Palmerston North has become a diverse and multicultural community. The city has a number of international connections with their "global partnerships" and a strong multicultural presence in their commercial, educational and research organisations. This city centre redevelopment programme provides the city with a unique opportunity to create a synergistic advantage of its various strengths, build on its international associations and provide a world class urban environment for its citizens.

BACKGROUND

The City Council in collaboration with Museum, Arts, Culture and Creative Sector Organizations has been active over the years in developing a series of studies / proposals to upgrade and enhance many of the facilities in the City. These significant contributions have been focused on each of the respective interests, e.g. Library, Art Gallery, Museum. Further, some of these studies have been conducted over various timeframes and thus the base reference points are slightly different and need to be considered when making comparisons or working on any form of integrated solution.

The key documents required to be reviewed and taken into consideration are referenced in Appendix I and are available from a shared file provided by PNCC Procurement to approved participants.

As indicated, a number of the existing Arts, Culture and Creative Industry facilities have structural limitations from an earthquake perspective and will need to be replaced or upgraded to meet "code" by the early 2030s. Further the buildings were not purpose built for their current uses and thus do not provide optimum space utilization or functionality.

The PNCC owns a considerable area of land in the city centre (Appendix II), and there is an opportunity to upgrade and integrate the cultural facilities with improved, and revenue generating, retail, commercial and residential infrastructure. The work done to date, incorporated with the optimizing of land facilities, provides a unique opportunity to give the City outstanding facilities utilizing the best international references for both city centre and cultural precinct development to enhance community engagement and strengthen the commercial core of the City.

THE OPPORTUNITY

To position the City's Civic and Cultural Precinct, including the library, art gallery, museum & science facilities, to meet the future needs of the wider community / region, while rejuvenating the City's Centre to meet current and future livable city aspirations.

CONCEPT COMPONENTS

The development of the Civic and Cultural Precinct has a number of inter-related components. The key parts that must be considered are listed below but of equivalent significance is consideration of “the whole”. It is essential that the inter-relationship, people and traffic flows and synergies of association are reinforced in any proposal. The overall focus must be on “city livability” and the desire is that the benefit of “The Whole” is greater than the “sum of the parts”.

The City’s Convention Centre is located centrally in the CCPMP area (see Community Centre below). Although, it is not envisaged that this will require significant development work to existing facilities, it needs to be considered as an integral part of the development structurally and operationally as to how it can be activated to strengthen the visitor numbers and functionality of the adjacent proposed cultural facilities (Art Gallery, Science & Museum, City Library etc).

The separate components of the study should include:

Rangitāne Centre

A facility that meets the needs of the Rangitāne, to both preserve and present their culture and history. It will require community facilities and meeting spaces as well as display areas.

Art Gallery

The Art Gallery has strong support in the City and the art collection needs improved facilities to store, restore and display a wide range of artistic pieces. While operating in association with the Museum and Science Centre it needs appropriate recognition in any future development.

Museum & Science

The Museum & Science Centre, including the Art Gallery and the Military History displays have operated as an independent entity, (Te Manawa), under the Council’s guidance for some years. Details are in the reference material (Appendix I). Te Manawa Board has had plans for expansion and upgrade and these need to be considered into the overall proposal.

It should be noted that there is a “Rugby Museum” associated with but independent from Te Manawa and this needs to be considered in both structure and function. The additional opportunities to expand this aspect of the museum into other sports (net ball, cycling etc) and in specific areas of development over time, e.g. sport science and high-performance techniques, should be incorporated into a developed proposal.

Archives

Most Cultural Facilities need Archival space for both short and long-term storage with various levels of climate control. In addition, facilities to assist in restoration and preparation areas for developing and arranging specific “presentations” or “themes” will be required to ensure operational efficiencies. The logistics and space requirements of these support facilities need to be considered and built into the proposals in a cost-effective manner.

Further, the City’s Archives of historic documents / records, (which should be differentiated from the archival material used in collections and exhibits), could be incorporated into a purpose designed facility since the climatic conditions required are similar. The current archives are variously located in the city and in sub optimal conditions.

Library

The Library with its range of functions across the community, including the suburban / mobile library services must be considered in relation to the space required for the central City Library and functional requirements of the CCPMP. Initial work is presented in Appendix I documents but needs to be confirmed and reference checked against international best practice and likely future trends in Library activities.

Consideration needs to be given to the role of the centralized library in relationship to suburban services, not just with respect to historical library functions but also in relation to likely future community needs and the role (integration) of community facilities as outlined below.

Community Centre

The Council has a responsibility to provide Community Facilities for a wide range of cultural / hobby / community meetings and functions. This activity can be extended to after hours business functions, seminars and training facilities. The opportunity exists for the CCPMP to incorporate many of these functions into the Museum, Art Gallery, Library, Convention Centre so that the spaces are multi purpose and the venue provides interest and supports the integrated “living, playing, working” of a dynamic city centre.

As noted the City’s Convention Centre is located in part of the City Centre land holding and should be incorporated into the overall concept development to ensure optimization of space and facilities (catering, audio visual etc) both structurally and in consideration to operating models.

The provision of facilities for “after 5:00”, type work functions, seminars and business meetings should be incorporated into the broader scope of community meetings and facility utilization / functional requirements.

Theatre

The Globe Theatre is located within the area of land identified in Appendix II and should be considered when developing the overall Cultural Centre review. Further, the Centre Point Theatre may be able to be accommodated into any integrated cultural centre review giving the city a truly unique and integrated commercial / cultural city centre.

Commercial

The need for commercial facilities (hospitality, retail, office), is not only part of the integrated urban development and Living Community but also a potential revenue stream that will facilitate the operating costs of the other Cultural Sectors that typically require some independent community (Council/Government) support. Consideration must be given to optimizing the use of space for these functions and to demonstrate their contribution to the affordability from a capital stance and in support of the operating model.

Residential / Inner City Living

The opportunity to develop more inner-city residences on the upper levels of the possible development would bring improved space utilization, 24/7 life into the city centre and provide a further revenue stream to assist with the development and its future operations.

Hotel

There may be possibilities to incorporate a 4/5 star hotel into part of the whole area redevelopment. This has the potential to boost the city’s tourism/conference/convention market and also support the city centre and the overall activity in the cultural precinct.

Civic Administration Building

Finally, the Civic Administration Building and Council Chambers has some earthquake issues and is located in the centre of the area being considered for the revised city centre and cultural precinct. There is an opportunity for the city to have these facilities considered as part of the area master plan and have the Civic Administration incorporated into the heart of the city in a more integrated manner.

INTEGRATION

While it is possible to develop a library, or museum, or science centre, or art gallery in isolation, the fundamental requirement of this proposal is that the city centre is regarded as an integrated, living community. Traffic flows,

people flows, servicing requirements, city visitors, functions, exhibitions, symposia, events, concerts, business seminars are all part of inner city life and should be considered.

The strength of the successful proposal is that the “whole” is greater than the “sum of the parts”.

OPERATION

Many capital proposals focus on the cost, delivery execution plans and aesthetic form of the initial asset. These are all critical components. However, this project is conceived as part of the city’s dynamic hub and as such it is essential that any proposal considers the operational requirements of the various components and their interactions. To this extent, operational efficiencies, operating costs and logistical requirements need to be considered and presented.

CONSTRUCTION / DELIVERY

Consideration should be given to a construction / delivery master plan as the work will be conducted in the city centre and the various functions (library, gallery etc) need to keep functioning in some capacity during the demolition, construction and commissioning phases, as will traffic flows and other city centre commercial activities.

In addition, consideration should be given to the skills, services and supplies that are available locally so that community and associated businesses can benefit from the construction and development as well as participating in the benefits of the final product.

Sequencing of the work should consider both construction efficiencies but also impacts on cash flow and deliverables given the multi faceted outputs from the final precinct development.

FUNDING AND FINANCING

The funding and financing of this proposal / concept is considered the main constraint as to scale and timing.

Consideration should be given to how the overall project could be funded / financed. Opportunities to partner with external investors, independent construction and lease back, debt and commercial revenues from some components of the facilities all need to be considered and provided in the options assessment.

PROPOSAL REQUIREMENTS

The broad requirements for the proposal and development of the EOI are outlined in the sections above. The items below while specifically addressing the EOI requirements, are additional to and should not be considered in isolation of the material above.

Consultants / Consortia

The entity making a submission may be a single consultant or a consortia with a range of expertise to address the scope of this proposal.

The team and their respective responsibilities and expertise, lead personnel, experience and capabilities etc must be clearly specified. The Consultant(s) must demonstrate experience in cultural strategy and design expertise, urban design and architecture, operational requirements and funding/financing experience of large scale cultural /commercial facilities and precincts.

The PNCC requires a single point of contact (Project Director) and all communication with the “consortia” members remains their responsibility.

Review and Consultation

The range of reviews and consultations should include, but not limited to:

- #. Review of existing data relating to the library, art gallery, museums, science centre and sports institute NZ (audience data, space utilization and programming model) and relevant strategies

including the Palmerston North Civic and Cultural Precinct Plan and Creative and Liveable Strategy to identify gaps and opportunities.

#. Review, in consultation with Palmerston North City Council, international benchmarks and trends in cultural precincts combining examples of two or more library, museum and art gallery facilities. Further, identifying and brokering connections with potential cultural partners and advisors.

#. Conduct interviews with principal stakeholders identified in consultation with Palmerston North City Council including Te Manawa, Palmerston North City Council, The Globe, Palmerston North City Library, Rugby Museum, Sports Institute NZ, and Rangitāne o Manawatu to understand ambitions, plans and wider stakeholder landscape.

#. Undertake site visits and workshops with stakeholders in Palmerston North identified in consultation with Palmerston North City Council. The purpose of the visits and workshops is to observe current activity, draw out aspects of a common vision and unlock key success factors. (This can be developed digitally if travel restrictions remain in place).

#. Conduct interviews with user groups identified in consultation with Palmerston North City Council to test the emerging themes and aspirations.

#. Review in consultation with Palmerston North relevant government policies and PNCC Planning and Zoning requirements/constraints/opportunities.

Benchmarking and Global Trends

The project is looking to meet future requirements and best practice, hence it is essential that the Consultants can demonstrate a knowledge of and experience with international best practice, future trends and the ability to provide flexibility in design/function to accommodate future (and perhaps unseen) developments, in addition to current demands on facilities.

Partnerships and Outcomes

It is recognised that Cultural Precincts rely heavily on partnerships and collaboration for functional success. The EOI should also demonstrate the Consultant(s) ability to nurture and facilitate partnerships and working associations (nationally and internationally), both in developing the physical facility but also in developing working protocols, joint exhibitions and extended facility use through relationship establishment.

Deliverables

It is expected that as a minimum requirement the Consultant(s) will deliver:

#. Research report on the future of libraries, museums and the like, together with case studies.

#. A review of the assumptions and inputs of the current CCPMP and an analysis of the opportunities for a civic and cultural precinct which includes the City Library; such analysis to consider the inter-relationship between the cultural facilities, optimisation of space utilisation, the interrelationship between centres-based facilities and satellite facilities (eg branch libraries and suburban community centres), and an assessment against some other location within the city centre.

#. A detailed vision, key success factors, and guiding principles for the city centre precinct that feeds into a wider regeneration of the city centre drawing on existing documentation and decisions.

#. An analysis of the options, including social, economic and environmental benefits, funding / investment, costs (capital and operational), and staging with an identified recommended option.

#. An updated CCPMP if the options include location of the City Library or co-location of the City Library and Te Manawa within the Precinct.

Refinement of the preferred option(s) and a more detailed feasibility assessment (detailed design, construction methodology, timeframes, costs), including detailed operation plans, is considered as the second stage in the process and negotiated separately. It is not part of this EOI.

#. All material to be provided in “soft copy” and also a minimum of 30 copies of the final report and drawings.

Cost

The proposal must present a fixed price for the work defined above and a timeframe for delivery.

Communication

All communication on the scope and terms of the EOI are to be directed through??

Evaluation

The submitted EOIs will be evaluated on the basis of 80% non price attributes (experience, capability, sector knowledge, city development/integration, business case development and feasibility assessment) and 20% on price.

Timeframe

Submission for the EOI closes on the at 3:00 pm at PNCC Offices or by PDF attachment to email to ...??...@pncc.govt.nz.

11TH AUGUST 2020.

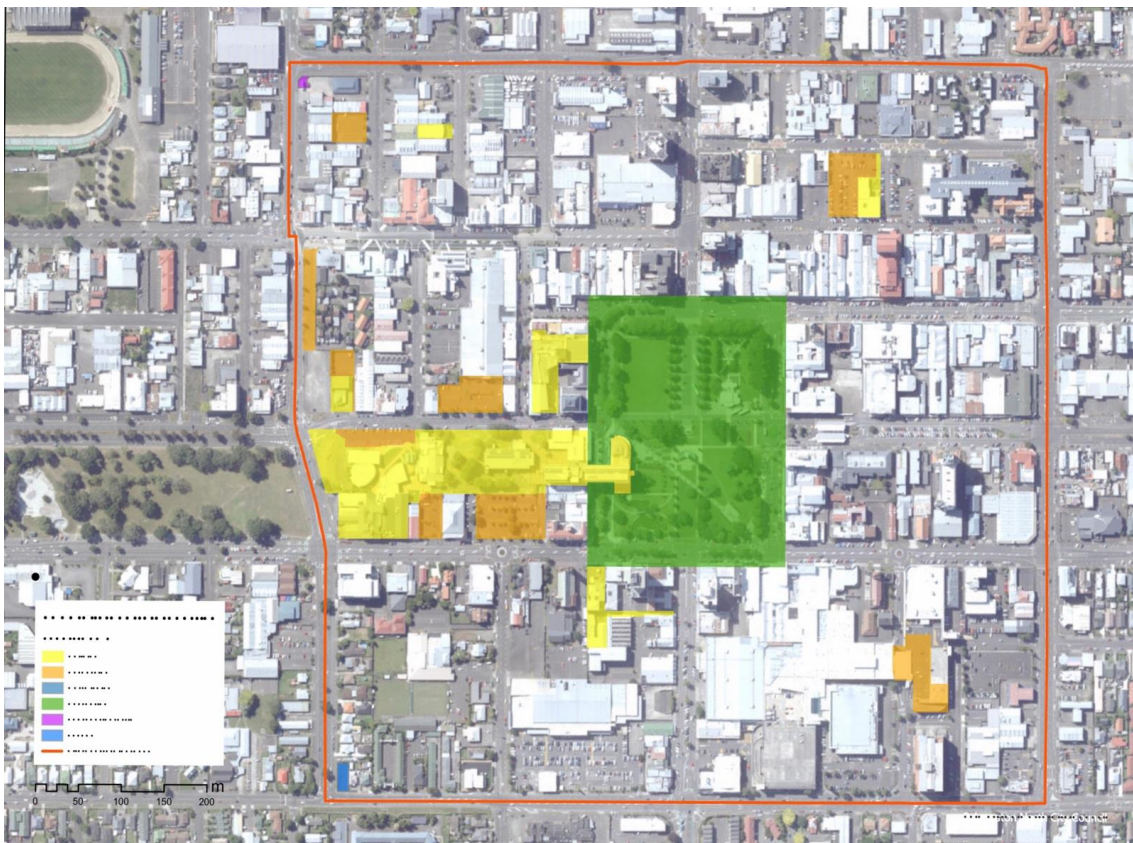
APPENDIX I

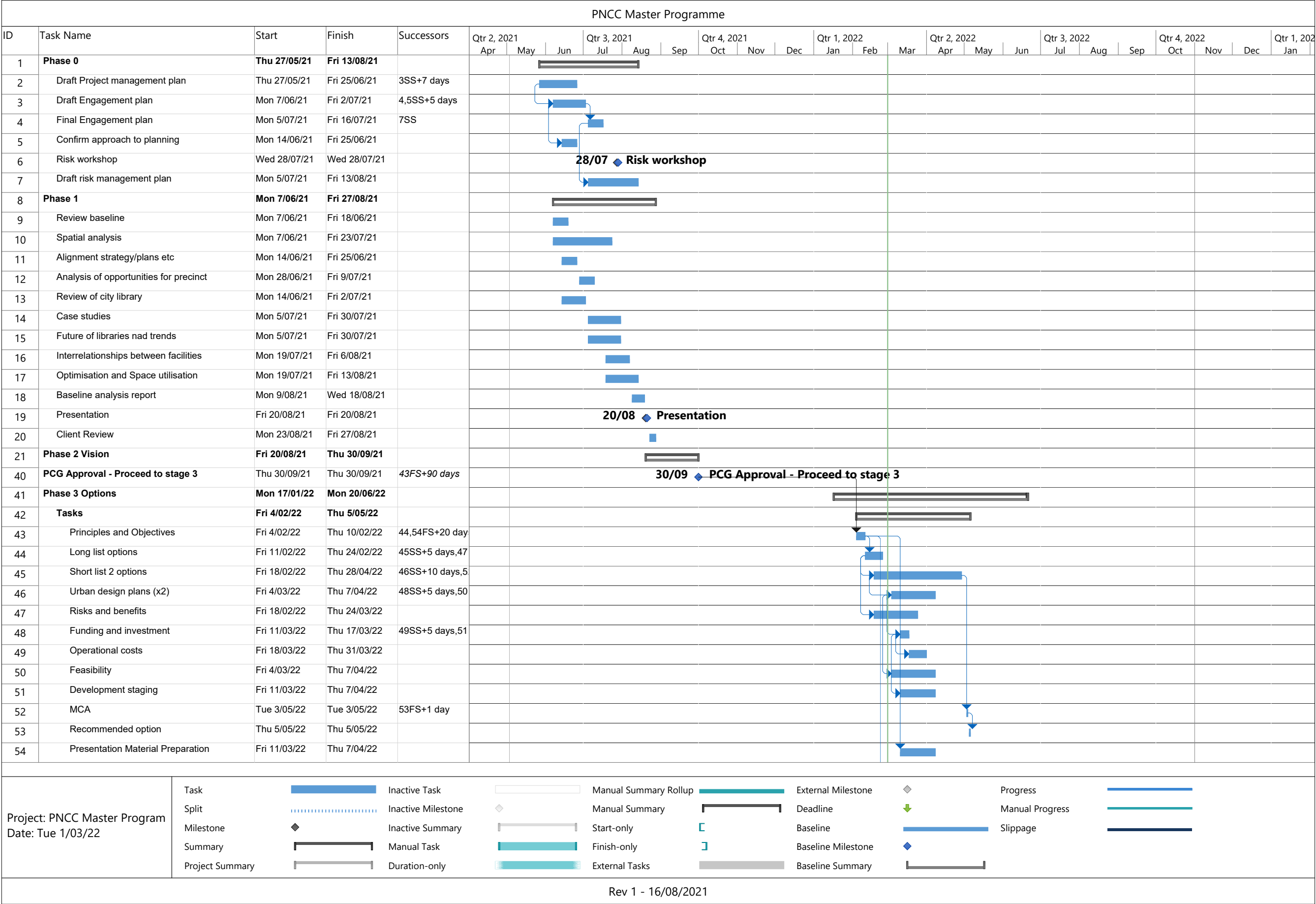
REFERENCE DOCUMENTS TO BE USED AS BACKGROUND

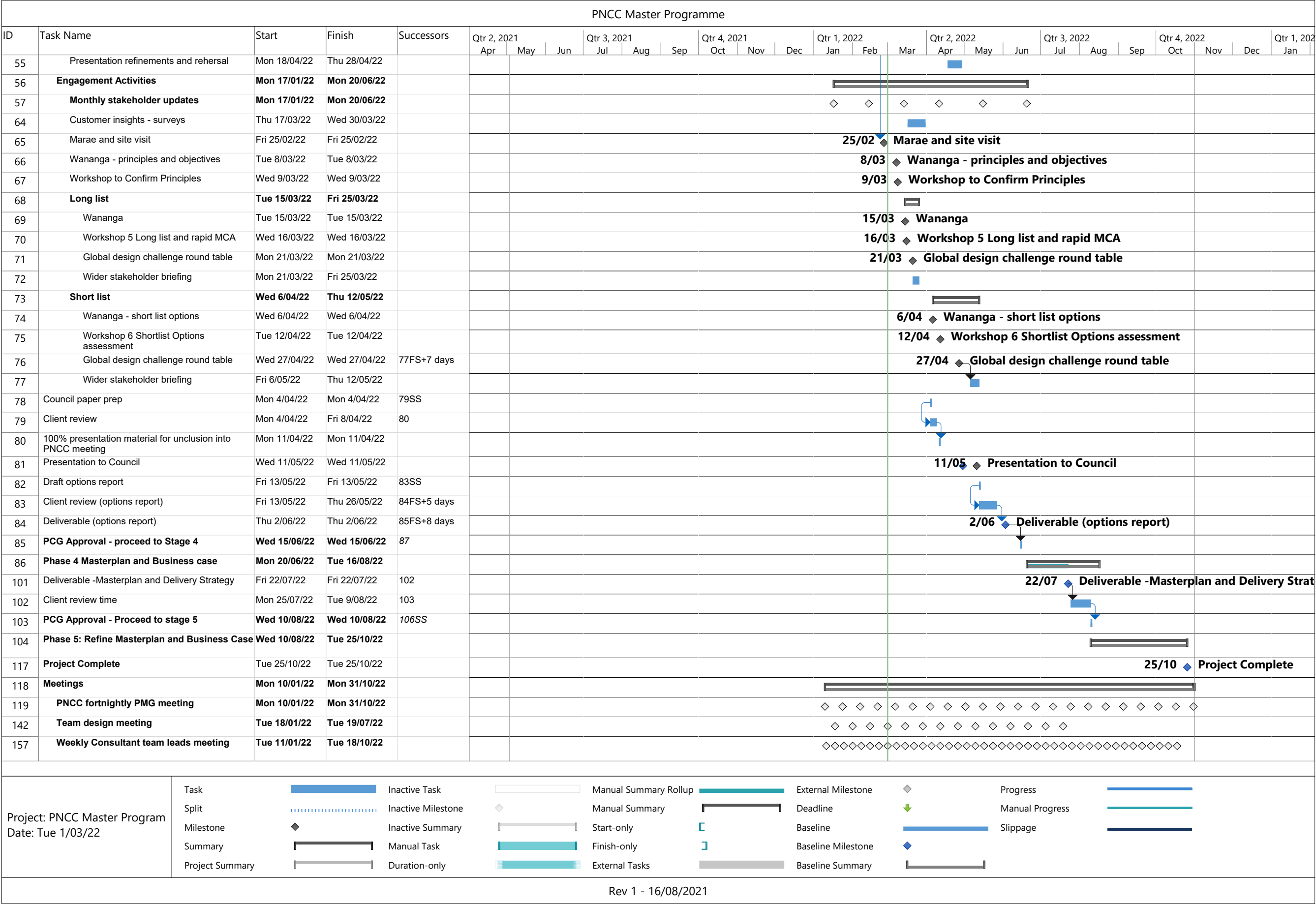
1. Civic & Cultural Precinct Master Plan
2. City Centre Framework
3. Streetscape Plan
4. Te Manawa Business Case and Supporting Material
5. PNCC Library Concept Design
6. PNCC Library Spatial Design
7. CBD Council land ownership
8. PNCC s17A Review Arts & Culture

APPENDIX II

LAND AREA OWNED BY PNCC IN THE CITY CENTRE







MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 9 March 2022

TITLE: Infrastructure to support Proposed Plan Change G: Aokautere Growth

PRESENTED BY: Michael Duindam, Principal Planner

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION(S) TO COUNCIL

1. That the Committee receives the memorandum entitled “Infrastructure to support Proposed Plan Change G: Aokautere Growth” presented to the 9 March 2022 Planning & Strategy Committee.
2. That the Council endorses the need to fund and provide adequate infrastructure to support development of land in Aokautere in order to give effect to key strategy and policy documents including the Innovative and Growing City Strategy, the City Growth Plan and National Policy Statement on Urban Development 2020.
3. That if Proposed Plan Change G: Aokautere Growth is approved for consultation under the First Schedule of the Resource Management Act 1991, the Chief Executive be directed to prepare infrastructure work programmes required for land transport and stormwater to be included in the 2024 Long Term Plan prior to the hearing for Plan Change G: Aokautere Growth.
4. That the Chief Executive be directed to provide information relating to the description, timing and quantum of the infrastructure work programmes to enable growth in Aokautere at the 14 September 2022 Planning and Strategy Committee.
5. That in advance of the hearing for Proposed District Plan Change G: Aokautere Growth the Chief Executive be directed to explore opportunities for Waka Kotahi to fund and/or co-fund transport infrastructure upgrades to enable development in Aokautere.

1. ISSUE

Proposed Plan Change G: Aokautere Growth is in the process of being finalised. Technical assessments informing the plan change have identified unanticipated transport network infrastructure issues that will need to be addressed in advance of development progressing. The management of stormwater will also require a change in approach to ensure that the sensitive gully environment in Aokautere is not adversely impacted by future development. This memo is intended to provide advanced notice of these issues and to set up processes to address these, which will

increase the likelihood of Proposed Plan Change G: Aokautere Growth being approved through the Resource Management Act 1991 process.

This memo seeks that Council request the Chief Executive to direct the preparation of work programmes for land transport and stormwater infrastructure required to service Aokautere growth. The intention is for these infrastructure programmes to be reported back to the 14 September 2022 Planning and Strategy Committee, where endorsement for them to be included in the next Long Term Plan will be sought, subject to the plan change being approved. This will assist officers in demonstrating that rezoning of land in Aokautere for urban growth will be viable through the provision of adequate supporting infrastructure.

Infrastructure works to support growth (and the direction to the Chief Executive) would only be required if the Council approve for notification the proposed plan change to re-zone 454 ha of land for residential purposes in Aokautere (Plan Change G). Plan Change G is due to for reporting to Council in April 2022.

2. BACKGROUND

Plan Change G proposes to rezone a new greenfield growth area at Aokautere where land is currently zoned a mixture of residential, rural and rural-residential. The plan change includes a suite of changes to enable additional housing capacity through rezoning land for residential purposes, a structure plan, and a suite of rule and objective and policy changes.

Plan Change G is being proposed primarily to give effect to the requirements of the National Policy Statement on Urban Development 2020 (NPS-UD). Under Section 55(2B) of the RMA, a local authority must make amendments to a proposed plan to give effect to provisions within a national policy statement. These amendments must be undertaken using the process in Schedule 1 of the RMA.

The NPS-UD requires the Council to provide sufficient capacity to meet residential demand over the short, medium and long term. Analysis and monitoring undertaken by Council to date has identified that Palmerston North has a shortfall in housing capacity over these timeframes. Plan Change G seeks to address the requirement to provide sufficient development capacity for the medium term (up to 10 years). Other plan changes are proposed to further address development capacity in the city over the medium term. Development capacity for the longer term (10-30 years) is not required to be included within the District Plan and will be addressed through other means.

Aokautere is identified within the Council's Innovative and Growing City Strategy and City Growth Plan as a growth location, with Council stated projections ranging from 400 to 1200 additional dwellings. Planning to date indicates in the region of 995 additional dwellings within the Aokautere growth area.

The NPS-UD requires Council to not only provide for well-functioning urban environments, but also sufficient development capacity to meet the needs of people and communities.

To be “sufficient” development capacity must be:

- a) plan-enabled (land zoned for short and medium-term demand and future urban zoned for long term demand); and
- b) infrastructure-ready; and
- c) feasible and reasonably expected to be realised.

Land is “Infrastructure-ready” if, relevantly for areas marked for medium-term growth (between 3 and 10 years) like Aokautere, that there is adequate existing development infrastructure to support the development of the land or funding for adequate infrastructure to support development of the land is identified in a long-term plan.

Council must also be satisfied that any additional infrastructure, including land transport (as defined in the Land Transport Management Act 2003) that is not controlled by local authorities, to service the development capacity is likely to be available. This is relevant when considering Waka Kotahi's One Network required to access Aokautere

With its focus on ensuring sufficient capacity to meet demand, the NPS-UD emphasises the need for planning decisions to be integrated with infrastructure and funding decisions. This is consistent with the broad functions of the Council to establish, implement and review objectives, policies and methods (which includes zones) to achieve the integrated management of the effects of the use, development or protection of land and associated natural and physical resources of the District and Council's own strategic objectives, reflective of the RPS, to ensure integrated development with infrastructure and services.

The provision and timing of enabling infrastructure is therefore a highly relevant consideration for NPS-UD driven plan changes; with Council needing to ensure that there is sufficient feasible urban zoned land, but that when land is zoned, that it is then serviced.

Servicing Aokautere

Technical reports prepared in support of Plan Change G have considered the infrastructure requirements for the growth area with a view to confirming the land is suitable for residential zoning, with sufficient development capacity (including strategic infrastructure services) to service the rezoned land. This includes water supply, reticulated sewerage, an integrated approach to managing stormwater and a fit for purpose transport network that supports a range of transport methods.

The supporting reports will be provided alongside the draft plan change for approval by Council for notification; however, two matters arise at this stage for Council consideration. Specifically, the need for immediate local transport network improvements (that is, before any further development) and the provision of stormwater infrastructure (detention and water quality treatment facilities) to support the stormwater management strategy for the Structure Plan area.

Transport

Aokautere is located to the south of State Highway 57 Aokautere Drive and to the east of Turitea Road. The area currently connects with the external road network at the intersections of each of Pacific Drive and Johnstone Drive with SH57 Aokautere Drive. The northern and southern sections of Johnstone Drive have recently been connected and the link vested in Council.

There are currently around 592 existing suburban lots (496 houses) within the area served by Pacific and Johnstone Drives. These roads also provide access to the International Pacific College, the IPU Tertiary Institute NZ and the One School Global Palmerston North. It is anticipated that the area could accommodate up to a further 995 dwellings, and a local business centre.

Council's independent traffic expert has confirmed that the growth area can be developed for residential and local business purposes, subject to specific mitigation measures being put in place. Four of the six overarching mitigation measures are recommended to occur "from the outset" (meaning before any further development of the Aokautere area). These include substantial upgrades to several intersections, including those identified below, along with the addition of cycle paths at the northern end of the Ruapehu Drive and the city.

The intersections requiring upgrade before further development include:

- a) Mountain View Road and Ruapehu Drive intersections with Summerhill Drive;
- b) SH57 Old West Road intersection into SH57 Aokautere; and
- c) Pacific Drive intersection with SH57.

The locations are detailed below in *Figure 1: Intersection safety improvement locations*.



Figure 1: Intersection safety improvement locations

The recommended land transport works are required to ensure additional transport and traffic activity from the residential development facilitated by the proposed Structure Plan can be safely accommodated. The report acknowledges that these issues involve existing level of service and safety concerns with the network in these areas; however, traffic associated with the further development of Aokautere will increase demand on the network and exacerbate those issues.

Council's traffic assessment concludes that the recommendations for work prior to further development is consistent with a range of statutory provisions and strategic documents relevant to traffic and transportation, including the more recent shift in priority towards the delivery of safe and multi-modal transport infrastructure with improved road safety, increased active mode and public transport use and reduced emissions from land transport.

While there are other recommendations for works as development proceeds (e.g., the installation of four new intersection controls internal to the structure plan area), these matters are able to be addressed in line with and commensurate with development/growth.

At this time, however, a commitment from Council to undertake (to the extent within its control) the required upgrades/improvements proposed at the SH57 Aokautere, SH57 Pacific Drive, and Mountain View/Ruapehu Drive intersections, with the related cycle path improvements, is sought to support rezoning of the growth area over the medium term (as defined in the NPS-UD).

The commitment must be sufficiently certain to support the rezoning of the land over the medium term. Whether the infrastructure or upgrades to existing infrastructure is planned by the Council in its Long Term Plan, which is reviewed every three years through a public process, is relevant when considering Council's commitment to the proposed works.

Presently the works are unbudgeted in the Long Term Plan approved by Council in 2021. The issues identified through the plan change process are of a detailed nature that had not been able to have been identified as part of the recent Long Term Plan process. While unfortunate, it reflects the practicality of preparing infrastructure programmes when the detailed nature of development needs is not able to be fully understood until detailed investigations are undertaken. This is particularly true for transport and stormwater infrastructure, which are complex and influenced by site specific issues, such as roading layout, number of accesses, hard surface area, topography and geology.

The Long Term Plan is due for review in 2024, with planning for that Local Government Act statutory process due to formally start in late 2022 / early 2023. This leaves three options:

- a) Amend the Long Term Plan.
- b) Resolve to direct the Chief Executive to prepare work programmes for land transport and stormwater infrastructure required to service Aokautere growth
- c) Do nothing.

Given the requirements of the statutory plan making process, including the NPS-UD, the option of doing nothing is not supported by Council officers. Equally, an amendment to the Long Term Plan is an onerous step at this stage of the Long Term Plan's cycle. Given planning for implementation of the NPS-UD is often linked to three yearly reviews of the Long Term Plan, option b) is considered the best option.

As a minimum, the Council should undertake to complete the necessary work to ensure the transport upgrades are provided for in the next Long Term Plan (with likely timing of works). The more certainty Council can provide around funding and completion of the necessary land transport works in Aokautere, the less likely that the absence of funding in the current Long Term Plan could be seen as an impediment to Plan Change G: Aokautere Growth providing integrated development with infrastructure and services.

Any direction to the Chief Executive must be timebound with regular reporting requirements around progress with development of the work programmes, so as to ensure that decision making can inform the plan change Schedule 1 process. Aside

from demonstrating the commitment of Council to the work, the mitigation recommendations are likely to necessitate provisions which require the infrastructure upgrades to have occurred before any part of any development can occur in Aokautere. The timing of the proposed works will seek to prevent further development until certain works are completed.

The more certainty that Council can provide to the commitment for the investment and infrastructure work programmes into the short to medium terms the greater the likelihood that the plan change will be able to be approved.

A related feature of the traffic recommendations is the need for Waka Kotahi to undertake intersection works involving SH57. Council cannot commit to these works given they involve network outside of its control. However, Council officers are working with Waka Kotahi to ensure that there is a likelihood of the works being completed within the timeframes necessary to support development of the growth area. This is consistent with intent of the NPS-UD. Discussions are positive and on-going at this time.

Stormwater

An overarching stormwater management strategy for the Structure Plan area proposes design criteria and conceptual design alternatives for stormwater controls to mitigate the assessed impacts of development. The existing developments that are already in place in the Structure Plan have been assessed by Council's technical advisors, GHD, in conjunction with areas of proposed development in order to recommend stormwater management controls that collectively achieve the established design criteria for the entire Structure Plan area.

Accounting for the limited areas of development constructed over the preceding 20 to 30 years reflects the intention of the stormwater strategy to effectively address all stormwater runoff in the structure plan area and avoid the "grandfathering" of existing areas which would then incur a disproportionately high impact to the receiving environment.

As this approach involves managing stormwater which is generated from existing development (and therefore is not directly related to new residential development) Council will need to deliver on certain components of the stormwater management design, including some stormwater detention facilities to mitigate flood and erosion risk.

Environmental regulation has changed significantly since development in Aokautere commenced 20 – 30 years ago. Under the RMA 1991, natural hazards have been elevated to a matter of national importance and water quality issues have resulted in the release of the National Policy Statement for Freshwater Management 2020 and National Environmental Standard for Freshwater 2020. Environmental regulation and the evolution of best practice approaches to stormwater management has informed the decision to take a holistic approach to stormwater management in Aokautere. The stormwater approach for Aokautere will provide Council with much greater control over how adverse effects of development on the sensitive gully environments can be avoided. It also provides the opportunity to enhance the gully

environment and provide developers with greater certainty about how stormwater will be managed in their resource consenting processes.

As with any development, there is a cost to growth. Stormwater detention systems to accommodate new growth can be funded through development contributions. However, the infrastructure required to address stormwater from existing development will need to be funded from rates.

Like transport, stormwater infrastructure programmes necessary to facilitate development in Aokautere will need to be prepared and included in the next Long Term Plan.

3. NEXT STEPS

The next steps are:

- Consider Proposed Plan Change G: Aokautere Growth for public notification in April 2022.
- Prepare infrastructure work programmes required for land transport and stormwater to be included in the next Long Term Plan.
- Publicly notify Proposed Plan Change G: Aokautere Growth for submissions.
- Report back on proposed infrastructure work programmes for land transport and stormwater at the 14 September 2022 Planning and Strategy Committee and seek endorsement for those programmes to be included in the 2024 Long Term Plan.
- Hold hearing for Proposed Plan Change G: Aokautere Growth
- Include infrastructure programmes in 2024 Long Term Plan to support growth in Aokautere if Plan Change G is approved.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
This is consistent with the City Growth Plan, which specifically seeks to:	

<ol style="list-style-type: none"> 1. create and enable opportunities for employment and growth 2. Provide infrastructure to enable growth and a transport system that links people and opportunities 3. Support the development of more housing that meets community needs 	
The recommendations contribute to Goal 1: An Innovative and Growing City	
<p>The recommendations contribute to the achievement of action/actions in City Growth</p> <p>The actions are:</p> <ul style="list-style-type: none"> • Implement the National Policy Statement on Urban Development; and • Update the District Plan to rezone identified growth areas for housing and business needs. 	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Ensuring land-use and infrastructure planning aligns will ensure that Council will deliver on implementing the National Policy Statement for Urban Development and that rezoning of Aokautere is successfully achieved to provide development capacity for the City.

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Planning & Strategy Committee

MEETING DATE: 9 March 2022

TITLE: Committee Work Schedule

RECOMMENDATION(S) TO PLANNING & STRATEGY COMMITTEE

1. That the Planning & Strategy Committee receive its Work Schedule dated March 2022.

ATTACHMENTS

1. Committee Work Schedule - March 2022 [↓](#) 

PLANNING & STRATEGY COMMITTEE

COMMITTEE WORK SCHEDULE – MARCH 2022

Item No.	Estimated Report Date	Subject	Person Responsible	Current Position	Date of Instruction/ Point of Origin
1.	March 2022	Options Council could pursue to address 'street racer' activity in Palmerston North	Chief Infrastructure Office / Chief Planning Officer		20 October 2021 Clause 35-21
2.	April 2022	Draft Stormwater Bylaw – Deliberations	Chief Planning Officer		
3.	April 2022	Draft Trade Waste Bylaw – Deliberations	Chief Planning Officer		
4.	June 2022	Draft Procurement Policy targeting social and environmental impact	Chief Financial Officer	Policy with senior management	19 August 2019 Clause 54.3
5.	June 2022	Palmerston North Civic and Cultural Precinct Masterplan – Update Report	Chief Planning Officer	Project setup	1 April 2019 Clause 16.1 11 August 2021 Clause 27-21
6.	December 2022	Palmerston North Civic and Cultural Precinct Masterplan – Final Report	Chief Planning Officer		1 April 2019 Clause 16.1
7.	Late 2022 / Early 2023	Licensing, Regulatory and Service Provision Tools for Waste Minimisation, and Impact Council Service Provision has on Commercial Sector	Chief Infrastructure Office / Chief Planning Officer		11 August 2021 Clause 24-21
8.	TBC 2023	Draft Waste Management and Minimisation Bylaw – Approval for Consultation	Chief Planning Officer		11 August 2021 Clause 24-21
9.	April 2022	Proposal from Ngati Hineaute Hapu Authority Kohanga Reo to relocate to Opie Reserve	Chief Infrastructure Office / Chief Planning Officer	Lying on the table	10 November 2021 Clause 41-21
10.	August 2022	Investigate options for free bus fares for priority groups	Chief Planning Officer	Collaborating with Horizons Regional Council	Committee of Council 9 June 2021 Clause 28.26-21

Oasis # 13971441

11.	May 2022	Process and options, including use of bylaws, to establish and enforce heavy vehicle routes in the city's urban transport network.	Chief Planning Officer	Within 6 months of Council resolution - Before May 2022	Finance & Audit Committee 24 November 2021 Clause 82-21
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