



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

COMMUNITY COMMITTEE

9AM, WEDNESDAY 24 MAY 2023

COUNCIL CHAMBER, FIRST FLOOR
CIVIC ADMINISTRATION BUILDING
32 THE SQUARE, PALMERSTON NORTH

MEMBERS

Lorna Johnson (Chair)
Patrick Handcock (Deputy Chair)
Grant Smith (The Mayor)

Brent Barrett
Rachel Bowen
Lew Findlay (QSM)
Billy Meehan

Orphée Mickalad
Karen Naylor
William Wood
Kaydee Zabelin

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

Waid Crockett

Chief Executive | PALMERSTON NORTH CITY COUNCIL

COMMUNITY COMMITTEE MEETING

24 May 2023

ORDER OF BUSINESS

1. Karakia Timatanga

2. Apologies

3. 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.

4. 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.

5. 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.)

- 6. Presentation - Grey Power Manawatū** Page 7
- 7. Presentation - Nuivaka Trust Introduction** Page 9
- 8. Presentation - Te Pū Harakeke - Social Wellbeing Forum 2022 Report** Page 11
- 9. Confirmation of Minutes** Page 73
"That the minutes of the Community Committee meeting of 15 March 2023 Part I Public be confirmed as a true and correct record."
- 10. Age Friendly status and funding** Page 79
Memorandum, presented by Martin Brady, Community Development Advisor and Stephanie Velvin, Community Development Manager.
- 11. Development Subsidy request from the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitikei Methodist Parish** Page 87
Memorandum, presented by Stephanie Velvin, Community Development Manager.
- 12. Community Places Stocktake and Needs Assessment - timeframes and resource requirements to give effect to the recommendations.** Page 97
Memorandum, presented by Stacey Solomon, Policy Analyst.

13. Draft Gambling Venue Policies - Approval to Consult Page 109
 Report, presented by Julie Macdonald, Strategy & Policy Manager.

14. Committee Work Schedule - May 2023 Page 147

15. Karakia Whakamutunga

16. 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].

PRESENTATION

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Presentation - Grey Power Manawatū

RECOMMENDATION TO COMMUNITY COMMITTEE

- 1. That the Community Committee receive the presentation for information.**
-

SUMMARY

Lew Findlay, the President of Grey Power Manawatū, will present on extending the Gold Power Parking in Palmerston North.

ATTACHMENTS

Nil

PRESENTATION

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Presentation - Nuivaka Trust Introduction

RECOMMENDATION TO COMMUNITY COMMITTEE

- 1. That the Community Committee receive the presentation for information.**
-

SUMMARY

Dana Kunaiti (General Manager) and Daniel Lose (Chair) of Niuvaka Trust will be presenting as a Pasifika Community Provider. The presentation will cover the current services the Trust provides and its strategic direction moving forward.

ATTACHMENTS

Nil

PRESENTATION

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Presentation - Te Pū Harakeke - Social Wellbeing Forum 2022 Report

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Community Committee receive the presentation for information.
-

SUMMARY

Tim Kendrew, Manager of Te Pū Harakeke will present the 'Social Wellbeing Forum 2022 Report'.

ATTACHMENTS

1. Social Wellbeing Forum 2022 Report  



TE PŪ HARAKEKE
Community Collective
Manawatu

Report of the 2022 Palmerston North
Social Wellbeing Forum



PALMERSTON NORTH CITY COUNCIL

Minutes of the Community Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 15 March 2023, commencing at 1:00pm.

Members Present: Councillor Lorna Johnson (in the Chair), The Mayor (Grant Smith) and Councillors Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

Non Members: Councillors Mark Arnott, Vaughan Dennison, Roly Fitzgerald, Leonie Hapeta and Debi Marshall-Lobb.

Apologies: The Mayor (Grant Smith) (early departure on Council business).

Councillor Debi Marshall-Lobb left the meeting at 1.52pm at the conclusion of clause 2. She was not present for clauses 2 to 11 inclusive.

The Mayor was not present when the meeting resumed at 3.09pm. He was not present for clauses 5 to 11 inclusive.

Councillor Billy Meehan left the meeting at 3.44pm at the conclusion of clause 6. He was not present for clauses 7 to 11 inclusive.

Councillor Leonie Hapeta left the meeting at 4.14pm at the conclusion of clause 8. She was not present for clauses 9 to 11 inclusive.

Councillor Mark Arnott left the meeting at 4.31pm at the conclusion of clause 9. He was not present for clauses 10 and 11.

Councillor Lew Findlay left the meeting at 4.45pm during consideration of clause 10. He was not present during clause 11.

Karakia Timatanga

Councillor Lorna Johnson opened the meeting with karakia.

Declarations of Interest

Councillor Vaughan Dennison declared an interest in Item 11: Annual Sector Lead Report: Housing Advice Centre (clause 8-23) but said he would consider the Item with an open mind.

Councillor Roly Fitzgerald declared an interest in Item 13: Annual Sector

Lead Report: Te Tihi o Ruahine Whānau Ora Alliance (clause 7-23) but said he would consider the Item with an open mind.

1-23 Apologies

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 1-23 above was carried.

2-23 Pasifika Reference Group - Annual Presentation

Presentation, by Andrew Jamieson and Courtney Manu Co-Chairs of the Pasifika Reference Group.

The Reference Group is working on establishing a voice in the community and their overall aim includes promoting Pasifika to look after Pasifika.

He noted a lack of Pasifika representation in Te Marae o Hine and around the city and suggested that this inhibits Pasifika people to having a better connection with the city.

The Pasifika Reference Group plans to promote the language and culture; develop a visual representation in the city; investigate the development of a community hub including a Fale Fono; investigate more housing opportunities for Pasifika, especially housing opportunities outside of the 4412 post code; and aims to have a Pasifika youth representation.

Courtney Manu stated that she would like to see more housing opportunities outside of the 4412 for Pasifika people.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the presentation for information.

Clause 2-23 above was carried.

Councillor Debbie Marshall-Lobb left the meeting at 1.52pm.

3-23 The Little Stars Programme: Support for Children with Disabilities.

Presentation, by Jane Carrigan, Independent Disability Advocate and Pip Cook, co-founder of The Planet Ryan Family Foundation.

Jane Carrigan outlined the funding model provided by the Mana Whaikaha (disability support) programme which has attracted over 1000 people to Palmerston North. She said that while it is an excellent

funding model, it does not provide sufficient accessible services. This is why Pip Cook established the Little Stars Centre, to provide a programme that provides a more comprehensive service.

Jane introduced Julia and Ryan who were in attendance at the meeting - both have disabilities and have received the benefits from the programme which has made a tangible difference in their lives.

They are looking for support in partnering with Council to achieve more awareness and support for the disability community.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the presentation for information.

Clause 3-23 above was carried.

4-23

Seniors Reference Group - Annual Presentation

Presentation, by Jim Jefferies, Chair of the Seniors Reference Group.

Jim Jefferies spoke on the significance of the over 60s in Palmerston North who represent around 20% of the population. He highlighted five areas that the Senior Reference Group is interested in: housing, health, employment, financial, and social impacts.

The Reference Group would like Palmerston North to become an Age Friendly city and obtain official status as such. An additional motion was passed requesting the Chief Executive investigate what is required to apply for the status and funding to be an accredited Age Friendly city.

Moved Lorna Johnson, seconded Lew Findlay.

The **COMMITTEE RESOLVED**

1. That the Community Committee receive the presentation for information.
2. That the Chief Executive investigate what is required to apply for 'Age Friendly' status and funding, and report back to the committee.

Clause 4-23 above was carried.

The meeting adjourned at 2.37pm.

The meeting resumed at 3.09pm.

The Mayor (Grant Smith) was not present when the meeting resumed at 3.09pm.

REPORTS

5-23

Annual Sector Lead Report: Manawatū Multicultural Council

Memorandum, presented by Stephanie Velvin, Community Development Manager and Nina Kirschbaum, President of Manawatū Multicultural Council.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Manawatū Multicultural Council' presented to the Community Committee on 15 March 2023.

Clause 5-23 above was carried.

6-23

Annual Sector Lead Report: Te Pū Harakeke - Community Collective Manawatū

Memorandum, presented by Stephanie Velvin, Community Development Manager, and Tim Kendrew, Manager of Te Pū Harakeke - Community Collective Manawatū.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Te Pū Harakeke – Community Collective' presented to the Community Committee on 15 March 2023.

Clause 6-23 above was carried.

Councillor Billy Meehan left the meeting at 3.44pm.

7-23

Annual Sector Lead Report: Te Tihi o Ruahine Whānau Ora Alliance

Memorandum, presented by Stephanie Velvin, Community Development Manager, Materoa Mar, Chief Executive and Stacey Seravatu Project Manager from Te Tihi o Ruahine Whānau Ora Alliance.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Te Tihi o Ruahine Whānau Ora Alliance' presented to the Community Committee on 15 March 2023.

Clause 7-23 above was carried.

8-23 Annual Sector Lead Report: Housing Advice Centre

Memorandum, presented by Stephanie Velvin, Community Development Manager and Peter Grey, Committee Chair of Housing Advice Centre.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Housing Advice Centre' presented to the Community Committee on 15 March 2023.

Clause 8-23 above was carried.

Councillor Leonie Hapeta left at 4.14pm.

9-23 Welcoming Communities Annual Update

Memorandum, presented by Stephanie Velvin, Community Development Manager and Somayyeh Ghaffari, Community Development Advisor.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Welcoming Communities Annual Update' presented to the Community Committee on 15 March 2023.

Clause 9-23 above was carried.

Councillor Mark Arnott left at 4.31pm.

10-23 Update on Response to Homelessness

Memorandum, presented by Stephanie Velvin, Community Development Manager

Councillor Lew Findlay left at 4.45pm.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Update on Response to Homelessness' presented to the Community Committee on 15 March 2023.

Clause 10-23 above was carried with 1 abstention.

11-23 Committee Work Schedule

An additional motion was passed requesting the Chief Executive report back on progress made on the social housing budget in November 2023.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Community Committee receive their work schedule for March 2023.
2. That the Chief Executive report back on progress made on the social housing budget in November 2023.

Clause 11-23 above was carried.

Karakia Whakamutunga

Councillor Lorna Johnson closed the meeting with karakia.

The meeting finished at 4.56pm.

Confirmed 24 May 2023

Chair

MEMORANDUM

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Age Friendly status and funding

PRESENTED BY: Martin Brady, Community Development Advisor and Stephanie Velvin, Community Development Manager

APPROVED BY: Chris Dyhrberg, Chief Customer Officer

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Committee receive the report titled 'Age Friendly status and funding' presented to the Community Committee on 24 May 2023.
-

1. ISSUE

- 1.1 This report is a response to the Community Committee's resolution on 15 March 2023 that the Chief Executive investigate what is required to apply for Age Friendly status and funding, and report back to the committee.

2. BACKGROUND

- 2.1 On 14 September 2022, Age Friendly Palmerston North made a presentation to the Community Development Committee to request that Council agree to commence the process of becoming an Age Friendly City as soon as possible, by allocating resource either via the next Annual Plan or Long-Term Plan.
- 2.2 As a result, the Committee resolved that the request be referred to the Long-Term Plan process.
- 2.3 On 15 March 2023, at the Community Committee meeting, Council's Seniors' Reference Group highlighted its support for the city pursuing Age Friendly status during its annual presentation.
- 2.4 As a result, the Committee resolved that the Chief Executive investigate what is required to apply for Age Friendly status and funding, and report back to the committee.

3. AGE FRIENDLY MEMBERSHIP

- 3.1 Becoming Age Friendly does not involve the achievement of a status, rather it includes a commitment, process and membership. There is no end date as such, as the process would be ongoing.
- 3.2 There are two levels of Age Friendly membership available to seek:
 - a. Age Friendly Aotearoa New Zealand (AFANZ), which is a national network open to Councils, facilitated by the Office for Seniors through the Ministry of Social Development; and
 - b. World Health Organisation's (WHO) Age Friendly Global Network Community, which is an international network facilitated by the World Health Organisation open to public governing bodies;
- 3.3 Both memberships are joined through an online application process, which requires Council to demonstrate a level of commitment to progressing towards age friendly outcomes. There is no cost to join.
- 3.4 The AFANZ membership provides a network of council professionals working in the New Zealand context, and benefits include sharing of resources, ideas and experiences. There are 24 councils who are current members of this network; see a list of these appended to this report.
- 3.5 The WHO membership provides an international network and has potential for recognition on a greater scale, with broader 'communication power' in terms of city reputation. Member cities from New Zealand include Nelson, Auckland, Gore, New Plymouth and Hamilton.
- 3.6 Both memberships promote a framework of eight outcome areas to be considered when becoming an Age Friendly City, including: Outdoor spaces and buildings; Transport; Housing; Social participation; Respect and social inclusion; Civic participation and employment; Communication and information; Community support and health services.
- 3.7 Both memberships require the council to formally commit to becoming an Age Friendly City, via a letter from the Mayor or similar.
- 3.8 Additionally, membership requirements for the WHO include:
 - a. Share and promote the values and principles of the network (respect for diversity, equity, participation and rights of older people) and to the process of creating more age-friendly communities.
 - b. Commit to and implement the four steps to create an Age Friendly local environment: engage and understand, plan, act and measure.
 - c. Actively participate in the network. This would include sharing of documentation developed (plans, monitoring reports etc.), practices and updating a shared profile page.

- 3.9 For the AFANZ membership, Council would be required to:
 - a. demonstrate that it is taking credible and tangible steps towards developing an age friendly strategy or action plan for their community.
 - b. be leading the Age Friendly strategy or plan for their community.

- 3.10 The Office for Seniors suggest the development of an Age Friendly strategy or plan is guided by the following steps:

Step 1. Get started. Connect with others, set up a steering group and check any funding that might be available.

Step 2. Assess how age friendly your community is. Before you can develop an age friendly plan, you need to understand your community's current situation.

Step 3. Develop a plan for communities to work towards becoming age friendly. The plan should focus on your own specific strengths, cultures, and needs.

Step 4. Implement the plan. With the assessment and planning done, you can now start to implement your age friendly actions.

Step 5. Evaluate your age friendly programme. Evaluating the programme is key to understanding what's working well, what's not, and what to focus on next.

- 3.11 The Office for Seniors have staff and toolkit available to support council's through this process. View the toolkit [here](#).

- 3.12 In summary, Council can join either network, or both, and there are slightly different benefits offered by each. Council would be eligible to join both membership networks with the completion of the same process, therefore it is recommended that, if proceeding with this area of work, Council joins both.

4. AGE FRIENDLY FUNDING

- 4.1 The Office for Seniors has a fund available for the initial work of becoming an Age Friendly City. The fund is currently closed and opens annually in August/September.

- 4.2 The fund supports organisations with grants between \$5,000 to \$15,000. The funds may be used for operational costs related to the development of a strategy or plan, and/or the implementation of new projects or initiatives in support of an age friendly strategy or plan.

- 4.3 Age Friendly Palmerston North have also confirmed they have a small amount of money from fundraising which could be used to support the process, for

example contributing to the hiring of a meeting venue or catering for a workshop.

5. FURTHER INVESTIGATION

- 5.1 In gathering the above information, Council staff have engaged with and sought advice from Age Friendly Palmerston North and the Office for Seniors – Ministry of Social Development.
- 5.2 It is noted that Age Friendly Palmerston North, which include representatives of community groups who work with or represent older people, have done some initial work in this area, including the development of a Palmerston North Age Friendly Strategy 2018-2021. Staff understand that the Strategy was not implemented in full due to capacity constraints and the identification that Council commitment and coordination was required. This Strategy will be a useful starting point for further work.
- 5.3 Staff have also engaged with New Plymouth City Council, Hamilton City Council and Tauranga City Council who are all current or past members of both networks and have implemented the Age Friendly process in their cities. Staff also reviewed age friendly strategies developed by other councils, including that of Waimakariri District Council.
- 5.4 Based on these investigations, staff understand that the memberships and subsequent process will likely require resource of 0.5 FTE for a period of up to 12 months to achieve the age friendly strategy or plan (steps 1-3 above), followed by 0.25-0.75 FTE ongoing to drive the implementation and evaluation of the strategy or plan, depending on the content of the plan (steps 4 & 5 above).
- 5.5 Another finding of the investigation was the importance of having operational budget available to support the implementation of the age friendly strategy or plan. This enabled councils to progress tangible outcomes within the plan in a timely manner and maintain the trust and momentum developed with the community during the development of the plan. Staff understand other councils have committed around \$30,000 per year for this purpose.
- 5.6 Some of the positive outcomes other councils have mentioned as a result of their age friendly membership and processes include stronger relationships and trust built with their communities and improved awareness and focus within their council on the needs of seniors.
- 5.7 Lessons learned from these engagements include that having a strategy or plan which is tangible, deliverable and well-resourced is key, and having a range of key community leaders included in the process is important.
- 5.8 Given the information gathered, if Council wishes to proceed with the Age Friendly membership/s and process, additional operational budget of \$50,000

is required to resource the 0.5 FTE and associated expenses in the 2023/2024 annual budget.

5.9 A further programme for the implementation of the Age Friendly strategy or plan could then be included in the Long-Term Plan process.

6. NEXT STEPS

6.1 Should councillors wish to further an Age Friendly strategy or plan and membership/s, then the Committee would need to refer a programme to the annual budget deliberations.

6.2 If the decision is made through the annual budget to proceed with this work, staff would then do the following:

6.2.1 Engage required staff, and prepare and submit membership applications to the World Health Organisation and Age Friendly Aotearoa New Zealand.

6.2.2 Commence a working group, in partnership with Age Friendly Palmerston North, and proceed with the recommended steps 1-5 as described at 3.10 above.

6.2.3 Apply for funding through the Office for Seniors in August/September to help resource the initial work.

7. 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?	Yes
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 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Connected Communities	
The action is: Build and maintain relationships with local communities of identity, interest and place to understand and support their strengths and aspirations	
Contribution to strategic direction and to social, economic,	Engaging in the Age Friendly process towards the achievement of the eight age friendly outcome areas aligns strongly with Council's goals of being a connected and safe, and growing and innovative community, and will have positive impacts for the social and economic wellbeing of older people and the

environmental and cultural well-being	wider community.
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ATTACHMENTS

1. List of AFANZ Member Councils - March 2023 [!\[\]\(cdf2842d82858164c68c92720a337fb9_img.jpg\)](#) 

MEMORANDUM

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Development Subsidy request from the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitikei Methodist Parish

PRESENTED BY: Stephanie Velvin, Community Development Manager

APPROVED BY: Chris Dyhrberg, Chief Customer Officer

RECOMMENDATION TO COUNCIL

1. That Council approve a Development Subsidy of \$13,000 for the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitikei Methodist Parish.
-

1. ISSUE

- 1.1 The Development Subsidy is one of Council's grant funding programmes. It is designed to provide support to community groups that are undertaking development of their facilities, where the payment of any of the following is triggered:
 - Development contribution fee as per the Development Contribution Policy;
 - Building consent costs;
 - Resource consent costs.
- 1.2 In the 2022/2023 Financial Year there is \$20,000 in the Development Subsidy programme budget; there have been no applications to this fund this year.
- 1.3 The [Support and Funding Policy 2022](#) sets out the requirements for how Council's grant funding programmes will be allocated. Section 9 of the Policy stipulates staff will assess applications to the Development Subsidy fund and make allocation recommendations to the appropriate Council committee.
- 1.4 Staff have received and assessed a Development Subsidy application from the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitikei Methodist Parish.
- 1.5 This report provides a summary of the assessment and officer recommendation to the Committee.

2. BACKGROUND

- 2.1 On 1 May 2023, the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitīkei Methodist Parish (the Manawatū Rangitīkei Parish) submitted an application for a development subsidy towards building consent costs related to work at 264 Broadway Avenue.
- 2.2 The legal title for the land at 264 Broadway Avenue is held by the Methodist Church of New Zealand, with the Manawatū Rangitīkei Parish & Tongan Methodist Parish having joint management of the property. The Parishes have been undertaking development of this property to create an extended lobby space, with new bathrooms and frontage of the building. Attachment 1 shows the concept plans.
- 2.3 This development has required a building consent, and thus building consent fees have been incurred by the group. The total amount invoiced for this building consent was just over \$16,000.
- 2.4 On receipt of the Development Subsidy application, staff conducted an assessment against the eligibility criteria and support priorities for the fund, which are also set out in Section 9 of the Support and Funding Policy.
- 2.5 A summary of the assessment follows:

Eligibility criteria	Comment	Met? (Y/N)
Applicant is an eligible community group (charitable trust, incorporated society or social enterprise)	Applicant is a registered charity, verified on the Charities Register	Yes
The community group is based in Palmerston North	Yes, based in central city.	Yes
The services or activities of this community group primarily benefit Palmerston North residents	Satisfied that the building will primarily be used by Palmerston North residents.	Yes
The community group owns the land, building or facility which is the subject of the development subsidy, resource consent or building consent	As explained at 2.2 above. Staff are satisfied that the intent of this criteria is sufficiently met.	Yes

The land, building or facility which is the subject of the development subsidy, resource consent or building consent is integral to the community group's operations	The building subject to the building consent is the main building for their activities. It is noted that the work is to extend the lobby space, bathrooms and frontage rather than the main hall/facility.	Yes
Acceptable statement of financial position	Balance sheets viewed for both parishes, and viewed annual return for the Methodist Church of New Zealand. No concerns.	Yes
Acceptable support and funding history with Council	Have received rates rebates for this property previously. No concerns.	Yes
Support priorities	Comment	Extent of alignment with support priorities (scale 1-5)
Development is or will be delivering community outcomes that contribute to goal 2, 3 and/or 4 of Council's strategic direction.	Staff view that the services and activities which will occur at the building will deliver towards Goal 3: A Connected and Safe Community, particularly Priority 1 'Develop, provide, support or advocate for services, facilities, and events that create a connected, welcoming and inclusive community' and Priority 3 'Support communities to achieve their aspirations'. The activities described by the applicant will benefit a range of priority communities, including Pasifika, older people, younger people	1 = very little 2 = little 3 = moderate 4 = strong 5 = very strong

	<p>and people with disabilities. While religious activities will be the primary purpose, it is understood that this building will be used regularly for a range of broader community activities, including general community hire, which will improve community connections, inclusion and overall wellbeing.</p>	
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2.6 Given the above assessment, staff are recommending a Development Subsidy of \$13,000 is funded, or 80% of their costs. This recommendation has taken into consideration the strength of alignment with support priorities for this fund, and the amount remaining in the fund.

3. NEXT STEPS

- 3.1 Staff will communicate the outcome of Council's decision to the applicant.
- 3.2 If approved, the funds will be paid to the applicant as soon as possible, using budget from the 2022/2023 financial year.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	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	

<p>Connected Communities</p> <p>The action is: Administer grants in line with the community funding policy</p>	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>Staff view that the services and activities which will occur at the building will deliver towards Goal 3: A Connected and Safe Community, particularly Priority 1 'Develop, provide, support or advocate for services, facilities, and events that create a connected, welcoming and inclusive community' and Priority 3 'Support communities to achieve their aspirations'.</p> <p>Contributes to social, economic and cultural wellbeing.</p>

ATTACHMENTS

1. Alteration Plans [!\[\]\(aca6fcc8bd95e8255b9ea1b1d08ef300_img.jpg\) !\[\]\(0083087c61cec498ac803a4aec5bb1bd_img.jpg\)](#)
2. Confirmation Letter [!\[\]\(2e94242fda9f31152eb2b29146bfce46_img.jpg\) !\[\]\(680c68b4e62fe5ec9774c1168e904fbf_img.jpg\)](#)

MEMORANDUM

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Community Places Stocktake and Needs Assessment - timeframes and resource requirements to give effect to the recommendations.

PRESENTED BY: Stacey Solomon, Policy Analyst

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATIONS TO COMMUNITY COMMITTEE

1. That the Committee receive the report titled "Community Places Stocktake and Needs Assessment - timeframes and resource requirements to give effect to the recommendations." dated 24 May 2023.
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1. ISSUE

In September 2022 the Community Development Committee received the Community Places Research Report ("Community Places"), attached to the memorandum titled "[Presentation of Community Places Research Report and Recommendations](#)". The Committee recommended:

28-22 (2) That the Council endorses the recommendations made in the Community Places Stocktake and Needs Assessment as guidance for future decision-making on community facilities in Palmerston North.

The Committee resolved:

28-22 (3) That the Chief Executive report on timeframes and resource requirements to give effect to the recommendations in the Community Places Stocktake and Needs Assessment.

This memorandum responds to resolution 28-22(3), providing the requested information.

The full [Community Places](#) report is available on the Council website.

The [associated maps](#) (linked in the full Community Places report) are also available to view.

2. BACKGROUND

Over the last decade, Council has received various requests related to Community Facilities. To respond to these requests in a coordinated way, a stocktake of community facilities and a needs assessment of the community was commissioned as part of the 2021-31 Long Term Plan. Community Places is the resulting piece of research.

Stocktake

The stocktake provides important information about all currently available community facilities in the city (Council owned or otherwise). This is useful for understanding the capacity and availability of facilities, as well as identifying possible opportunities for partnership with facility providers, managers, and users.

Needs assessment

The needs assessment considered availability, accessibility, and condition of community facilities against the forecasted growth and change in community demand for these. The needs assessment combines information obtained during engagement, interviews, and demographic analysis.

Findings from Community Places relate to:

- Spread of community facilities.
- Existing community centres.
- Coverage considerations.
- Projected urban growth and provision of community facilities.
- Understanding socio-economic aspects of growth.
- Important factors for successful community facilities.

3. CURRENT IMPLEMENTATION OF COMMUNITY PLACES

Community Places consists of two parts, being the stocktake and the needs assessment. These are informative pieces of work when considered together, however both parts of the work are valuable as standalone pieces of research too. The findings of Community Places are already being used to inform planning and decision making.

Example: Contextual linkages

Community Places has been used to provide contextual linkages for a number of other community facility assessments, including: the Regional Sports Facility Plan (RSFP), work on the aquatics facilities and water based recreation needs assessment, previous decision making on the future use of Panako Park Hall, and work on the feasibility assessments for a covered bowling green.

Example: Adderstone Reserve decision

Community Places informed part of the decision of the Strategy and Finance Committee in March 2023 in their consideration of the report [“Adderstone Reserve – decision on proposal to change part to housing”](#).

The original proposal consulted on with the community was to change the use, or partially dispose of, some of the land reserved within Adderstone for housing. The proposal was driven by the need to give certainty to the structure planning for Aokautere.

Information from the Community Places report contributed (in part) to a change in position and subsequent recommendation to the Committee to retain the reserve in its entirety. The needs assessment found that there was a good amount of green space but an under-supply of community facility provision in Aokautere. The advice given was the Council could future-proof amenity for the Aokautere community by retaining the land as reserve. The Council could then reconsider a change in use of the reserve in future when the need of the community was better understood.

Example: guidance provided to Kāinga Ora

Community Places has also been used to provide informal guidance to Kāinga Ora in respect of their decision making on proposed community spaces in their upcoming developments.

Community Places identified a good range and number of facilities (Council owned, and non-Council owned) available for public use around Palmerston North. Guidance provided to Kāinga Ora was that, based on the stocktake and needs assessment, consideration should be given to spaces and facilities which are already nearby to the proposed developments. The facilities could be optimised for use to complement the green spaces and community spaces being proposed by Kāinga Ora. Partnerships with nearby facility providers could also be considered, furthering the opportunity of the community to access resources which already exist but are underutilised generally, or at a specific time.

4. RECOMMENDATIONS FROM COMMUNITY PLACES

Community Places made 17 separate recommendations. The recommendations broadly fall into the following themes:

- Maximising use of current facilities.
 - Palmerston North has a good range of facilities available across the city.
 - Provision could be improved so that existing facilities can better support communities now.
- Planning sustainably for provision of facilities in growth areas to meet future need.
 - Population-based provision of community facilities is useful but cannot always anticipate future need accurately.

- In growth areas, Council could choose to set aside resource for community facility (such as land) and then build the facility later, when the need of the community is better understood.
- Determining a policy for the provision of community facilities to enable responsive decision-making.
 - A decision-making framework, internal process, or policy.

Assessment of recommendations

To respond to the resolution of the Committee, an assessment of the timeframes and resources required to realise the recommendations of Community Places has been completed.

Completed recommendations

The following recommendation is noted as already having been delivered (*Table 1, below*).

#	Recommendation	Comments
3	<p>To meet the needs identified in existing areas Council should:</p> <p>Establish city wide community facility booking systems.</p>	<p>A city wide booking system is in place. The use of the system varies between Community Centre's and facilities.</p> <p>No further resource is required for this recommendation.</p>

Table 1: Recommendations which have already been realised

Recommendations which are in progress

A number of recommendations from Community Places were already programmed through the Long Term Plan 2021-31 or form a part of a larger piece of work that the Council undertakes. These recommendations are noted in *Table 2*:

#	Recommendation	Comments
7	<p>To meet the needs identified in existing areas Council should:</p> <p>Undertake a detailed review of existing community centres to determine and address issues noted about availability, accessibility, suitability and management, and the stakeholder engagement findings.</p>	<p><u>Accessibility and suitability</u></p> <p>Long Term Plan 2021-31 Programme 2041 'Property – Accessibility of Council Facilities' budgeted \$100,000 in 2021/22 financial year to complete an accessibility audit. The final report on the accessibility audit and survey for Community Centres is due in June 2023. All other Council buildings are being assessed and surveyed, with an anticipated completion date in August/September 2023.</p> <p>Once all sites are assessed and surveyed,</p>

#	Recommendation	Comments
		<p>non-compliant elements will be fed into a programme of work with three priorities:</p> <p>Priority A: urgent works: as such should be implemented as soon as possible.</p> <p>Priority B: medium-term works: including adaption and improvement, as such should be implemented in line with renovations to existing buildings or grounds.</p> <p>Priority C: major works: building and ground improvement/ long term priorities, as such should be implemented in line with major works to existing buildings or grounds.</p> <p>The outcome of the accessibility assessment will be rolled into the continued maintenance programme for Community Centres and other Council facilities.</p> <p><u>Availability and management</u></p> <p>Community Centre Management Agreements have recently been reviewed to strengthen their alignment with the Council's aspirations for Community Centres to be places that create a sense of community ownership and inclusion.</p> <p>The review of the management contracts identified a need to make the agreements more outcomes focussed. The agreements provide clarity on the role of the management committees, reporting requirements, and financial components.</p> <p>No further resource is required for this recommendation.</p>

Table 2: Recommendations which are in progress

Recommendations that are ongoing

A number of recommendations from Community Places have been identified as ongoing. This is because they form a part of a larger process, or because they are already given effect to and are part of an ongoing process. These recommendations are noted in Table 3:

#	Recommendation	Comments
1	<p>To meet the needs identified in existing areas Council should:</p> <p>Maximise the use of existing facilities e.g. promotion, use analysis, access audit etc.</p>	<p>Community Places found that many of the community facilities around the city are over-subscribed during peak hours, and under-subscribed during work/school-hours.</p> <p>We measure the utilisation of our community centres as part of our non-financial annual reporting. Our narrative measure outlines our success against this target based on the different users, and uses, of community centres. We are currently meeting our targets, as noted in our quarterly reports.</p> <p>Many community centres are being used for regular group bookings, or for social functions. In future, there may be an opportunity to maximise the use of community centres by enabling multi-use recreational use.</p> <p>This recommendation relates to recommendations 2 and 7.</p> <p>This recommendation is ongoing. No further resource is required at this time.</p>
2	<p>To meet the needs identified in existing areas Council should:</p> <p>Ensure community facilities have equipment and technology that meets user needs.</p>	<p>A series of operational items from community centre / facility managers that was collated as part of the Community Places engagement was provided by the consultants. Staff have been working through these requested actions, many of which relate to this recommendation and ensuring that community centres have the necessary provision to meet the needs of users.</p> <p>The Council reported through the Annual Report 2021/2022 on its target (narrative measure) for supporting community centre management groups to provide community centres that are responsive to the needs of their communities. The Council reported Community centres continue to be well utilised by both regular and casual user groups, including hobby groups, ethnic groups, religious groups, corporate bookings, and individual community members booking for</p>

#	Recommendation	Comments
		<p>celebrations.</p> <p>Requests for resources and resource requirements are continuously monitored.</p> <p>This recommendation is ongoing and can be considered on an as-needed basis.</p>
4	<p>To meet the needs in recent and future growth areas Council should:</p> <p>Explore partnerships with community facility owners in areas of the city where provision is low or non-existent.</p>	<p>Recommendations 4, 11, and 17 relate to the ways in which Council might partner with others, maximising the use of current facilities.</p> <p>This recommendation is ongoing and considered on an as-needed basis. The completed stocktake will provide a useful basis for this going forward. No further resources are required.</p>
8	<p>To meet the needs regarding the location of community facilities Council should:</p> <p>Determine the planning basis for the provision of community facilities and include consideration of location and/or the intended community of interest to be served by the community facility.</p>	<p>Recommendation 8 closely overlaps with recommendations 9, 10, and 13.</p> <p>The standalone needs-assessment of Community Places provides a sound overview of the current and expected socioeconomic character of Palmerston North. This can be used in addition to the below mentioned tools to inform further analysis as part of the Council's urban growth planning.</p> <p>We currently utilise a combination of social impact assessments, and/or recreational needs assessments, and/or local business centre assessments to inform, in part, our community facility provision.</p> <p>This recommendation is ongoing, no further resources are required.</p>
9	<p>To meet the needs regarding the location of community facilities Council should:</p> <p>Take a city-wide approach to providing for the needs of less mobile people in the redevelopment or planning of new community facilities.</p>	<p>Recommendation 9 closely overlaps with recommendations 8, 10, and 13.</p> <p>The needs assessment completed for the Community Places has identified that mobility is an important factor in the ability of the community to access facilities.</p> <p>Recommendation 9 will be given effect to in, and inform part of, the consideration for recommendations 5, 6, and 14.</p> <p>This recommendation does not require</p>

#	Recommendation	Comments
		further resources.
10	<p>To meet the needs regarding the provision of community facilities Council should:</p> <p>Include the provision of community facilities when developing urban growth areas.</p>	<p>Recommendation 10 closely overlaps with recommendations 8, 9, and 13.</p> <p>Consideration is given to community facilities as part of our urban growth planning. The determination of the provision of community facilities is however not guaranteed e.g.: if an urban growth area is of a small scale and is located near a an already existing facility that is accessible and has availability, provision may already exist and therefore not be required.</p> <p>Recommendations 5, 6, and 14 (included in Table 4, below) will inform this recommendation further.</p> <p>This recommendation is ongoing, no further resources are required.</p>
11	<p>To meet the needs regarding the provision of community facilities Council should:</p> <p>Ensure opportunities for partnerships regarding the provision of community facilities are explored as part of urban growth planning.</p>	<p>This recommendation can be included as part of the development of planning guidelines which are proposed in recommendations 5 and 6.</p> <p>This recommendation does not require further resources.</p>
12	<p>To meet the needs regarding the provision of community facilities Council should:</p> <p>Identify community facilities as early as practicably possible in the planning for new growth areas to enable Council to collect Development Contributions for the construction of community facilities.</p>	<p>The Development Contributions policy currently makes accommodation for community facilities. Any community facility that provides use for growth can be funded (fully or partially) via a development contribution. The process is that a community facility is identified in a capital programme, and for an asset manager to identify the growth component for that facility.</p> <p>The growth cost is then incorporated into the development contribution fee that all residential development pays for.</p> <p>The Development Contributions Policy is being reviewed in 2023/24, alongside the preparation of the Long Term Plan 2024. Further consideration of community facilities in the Policy may be made as part of that review process and will be informed</p>

#	Recommendation	Comments
		by decisions made on the Long Term Plan. This recommendation does not require further resources.
13	<p>To meet the needs regarding the provision of community facilities Council should:</p> <p>Include socio-economic analysis as part of the planning for urban growth areas, including the requirements for community facilities.</p>	<p>Recommendation 13 closely overlaps with recommendations 8, 9, and 10.</p> <p>The standalone needs-assessment of Community Places provides a sound overview of the current and expected socio-economic character of Palmerston North. This can be used to inform further analysis as part of the Council's urban growth planning.</p> <p>This recommendation is ongoing, no further resources are required.</p>

Table 3: Recommendations that are ongoing

Recommendations that require further work

The assessment concluded that six recommendations require further work. The recommendations have logical overlaps that make it sensible to address them concurrently or sequentially, or have been identified as being able to be given effect to at a known time in the future. Successfully addressing these recommendations will mean that subsequent recommendations may also be achieved. These recommendations are noted in Table 4:

#	Recommendation	Comments
5	<p>To meet the needs in recent and future growth areas Council should:</p> <p>Review the planning provisions for community facilities in recent and future growth areas.</p>	<p>Recommendation 14 (below) will assist with realising this recommendation.</p> <p>This recommendation relates closely to recommendation 6.</p> <p>Recommendations 5 and 6 will be identified as possible actions for consideration through the Long Term Plan.</p>
6	<p>To meet the needs regarding the provision of community centres Council should:</p> <p>Develop planning guidelines for the provision of community centres in new and existing areas.</p>	<p>There is currently no policy which guides the Council's response to community requests for the support or development of community centres. This is managed on a case-by-case basis through our usually planning.</p> <p>This recommendation relates closely to</p>

#	Recommendation	Comments
		<p>recommendation 5 (above). Recommendation 14 (below) will assist with realising this recommendation.</p> <p>Recommendations 5 and 6 will be identified as possible actions for consideration through the Long Term Plan.</p>
14	<p>To meet the needs of the community facility users Council should:</p> <p>Develop a needs-based decision-making framework informed by the findings of this research to determine:</p> <p>a) the provision of community facilities considering population growth, communities of interest, socio-economic profiles, location etc and</p> <p>b) operating models i.e. Council owned and run, owned and run by others, private owned and Council run, private owned and Council support.</p>	<p>The value in realising this recommendation is in the ability of it to inform, from a needs-based perspective, the strategic alignment of the various planning and investment decisions of the Council.</p> <p>By completing work this work, a number of other recommendations which have been made through Community Places will be able to be given effect to.</p> <p>Work on this recommendation will be completed before the end of 2023 as part of the Long Term Plan process.</p> <p>This recommendation can be achieved within existing resources and budget.</p>
15	<p>To meet the needs of the community facility users Council should:</p> <p>Use the outcomes of the decision-making framework to inform Council's Long Term plan.</p>	<p>Recommendation 14 will need to be completed before recommendation 15 can be implemented.</p> <p>This recommendation can be achieved within existing resources and budget.</p>
16	<p>Considering the important factors that make a 'successful community facility'</p> <p>Undertake a detailed review of existing community facilities to confirm the keys to success.</p>	<p>This recommendation relates closely to recommendations 7 and 17. When the outcomes of the accessibility audit are better known, a detailed review of existing community facilities can be completed, and keys to success identified.</p> <p>Council reports information through the Annual Report and the Quarterly Reports which provide narrative feedback on the current experience of community centres and facilities. At this time, the Council is meeting its targets.</p> <p>Recommendation 16 will be identified as a possible action for consideration in the Long Term Plan.</p>

#	Recommendation	Comments
17	<p>Considering the important factors that make a 'successful community facility'</p> <p>Confirm Council's role and the role of partners, in the support of community facilities, including case studies, and collection and analysis of user satisfaction data.</p>	<p>This recommendation has close links with recommendation 16 (above).</p> <p>Once the recently reviewed Community Centre Management Agreements have had an opportunity to entrench, a further, more detailed review of the model, (including the role of the Council and of Council's partners) would be advised to ensure it is effective and appropriate to achieving the goals of the community and the Council.</p> <p>Recommendation 17 will be identified as a possible action for consideration in the Long Term Plan.</p>

Table 4: Recommendations that require further work

5. CONCLUSIONS

This memorandum responds to the resolution of the committee and provides detail on the resource requirements and timeframes for achieving the recommendations of the Community Places report.

6. NEXT STEPS

Staff will continue to use the information contained in Community Places to inform current work and work processes.

Staff propose further work be completed on recommendations 5, 6, 14, 15, 16 and 17. This work will be used to inform the Long Term Plan process.

7. 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 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in	

<p>Connected Communities</p> <p>The action is: The Community Places project contributes to several actions in the Council's Connected Communities Plan. In particular:</p> <ul style="list-style-type: none"> Plan and provide new community centres, libraries or hubs in accordance with city-wide needs assessment and planning. 	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>The Community Places Stocktake and Needs Assessment contributes to the Connected Communities Plan by:</p> <ul style="list-style-type: none"> Supporting communities to achieve their aspirations by enabling Council to plan for and create community places and spaces that are fit for purpose, meet the needs of the communities they serve, and are sustainably developed. Enabling responsive decision-making of Council that anticipates and meets the needs of the community now and in future.

ATTACHMENTS

Nil

REPORT

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Draft Gambling Venue Policies - Approval to Consult

PRESENTED BY: Julie Macdonald, Strategy & Policy Manager

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Committee approve the Draft Gambling Venue Policies Statement of Proposal (Attachment 1) for consultation.

SUMMARY OF OPTIONS ANALYSIS FOR DRAFT GAMBLING VENUE POLICIES – APPROVAL TO CONSULT

Problem or Opportunity	<p>Council is required to review its gambling venue policies, which influence where pokie machine and TAB venues may be established in the City.</p> <p>Officers have reviewed the policies and are now recommending improvements. Officers seek approval by the Committee to consult on the draft Class Four Gambling Venues Policy 2023 and the TAB Venues Policy 2023.</p>
OPTION 1:	Approve the draft Gambling Venue Policies Statement of Proposal for public consultation (Recommended)
Community Views	Early engagement with some stakeholders has already happened. Most are aware of the policy review cycle for local authority gambling venue policies, and the requirement for local authorities to publicly consult when the policy comes up for review.
Benefits	Consulting on the draft policies will provide Council with an opportunity to hear the views of the community on the proposed changes.
Risks	No risks identified with this option.
Financial	Consultation on the draft policies can be managed within current budgets.
OPTION 2:	Do not approve the draft Gambling Venue Policies Statement of Proposal for public consultation
Community Views	Early engagement with some stakeholders has already happened. Most are aware of the policy review cycle for local authority gambling venue policies and expect to be involved in the next stage of the review.

Benefits	No benefits identified with this option.
Risks	The current policies would remain unreviewed, and the Council would not be compliant with the Gambling Act and Racing Industry Act.
Financial	There are no financial risks associated with this option.

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Through the Gambling Act 2003 and the Racing Industry Act 2020, the Council is required to have policies for whether and how we issue venue consents for class 4 gambling venues and TAB venues. We are also required to review those policies within three years of the last review of those policies.
- 1.2 Both policies were due to be reviewed in 2020 in line with the Gambling Act 2003 and the Racing Industry Act 2020, however the review was delayed due to Covid-19. The delay in the review of the policies does not affect the legality of the policies, as they remain in effect until Council carries out a review to amend or replace them.
- 1.3 This report identifies the suggested changes to these policies and recommends that the Council approves both draft policies for public consultation.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 Council adopted its first gambling venues policy in 2004 to meet its obligations under the Gambling Act 2003 and the Racing Act 2003. The policy was subsequently reviewed in 2005, 2008, 2012, and 2017.
- 2.2 This report should be considered alongside the social impact assessment Gambling in Palmerston North (Attachment 2). The Gambling Act 2003 and Racing Industry Act 2020 require the territorial authority, when adopting a gambling venue policy, to consider the social impacts of gambling within the territorial authority area. Neither of the Acts prescribe what elements should be included in a social impact assessment, or how one should be carried out. Therefore, the discretion in satisfying this part of the legislation rests with each territorial authority.

3. DESCRIPTION OF OPTIONS

- 3.1 There are two main options to consider. The first is to approve the draft gambling venue policies for consultation. The second is to not approve the draft gambling venue policies for consultation.

Option one – approve the draft gambling venue policies for consultation

- 3.2 Option one would enable staff to engage the community and key stakeholders on the proposed changes to the gambling policies.
- 3.3 The principal change proposed in the draft Class 4 Gambling Venue Policy is the introduction of a “sinking lid” for class 4 gaming machines. If adopted, this means that no consents would be issued for new venues or to increase the number of gaming machines in an existing venue. There are also a number of consequential amendments as a result of the introduction of the “sinking lid” approach (for instance, the removal of the balloting process for dealing with multiple applications on a single day).

- 3.4 Another proposed change is rewording clause 4.3, which outlines the basis on which consent would be granted for an existing venue to relocate to a new location. The new wording is to provide greater clarity about when and how this consent can be granted.
- 3.5 No significant changes are proposed for the draft TAB Venue Policy. All the proposed changes are minor to reflect that the Racing Act has been replaced by the Racing Industry Act 2020, and that the NZ Racing Board is now known as the TAB NZ.
- 3.6 The Statement of Proposal attached includes drafts of the proposed amended policies, with the proposed amendments shown as tracked changes.

Option two – do not approve the draft gambling venue policies for consultation

- 3.7 Option two would end this current review process, and no further work would be done, pending any new instructions from the Council.

4. ANALYSIS OF OPTIONS

- 4.1 Option one – approving the draft gambling venue policies for consultation – is the recommended option. The review process, required by legislation, gives the Council the opportunity to re-examine the state of gambling in Palmerston North, and evaluate whether the current policy is appropriate. This review process included preparing a social impact assessment that collated data relevant to gambling. Staff also engaged with various stakeholders to gather their ideas.
- 4.2 At a councillor workshop on the review of gambling policies on 29 March 2023, the contents of the social impact assessment, and options for amending the class 4 gambling venue policy, were shared. Most elected members in attendance at that workshop indicated general support for a “sinking lid” policy. It was noted that many community groups rely on the funding that is provided by grants from charitable gaming societies operating gaming machines. Some concerns were expressed that falling gaming machine numbers may reduce the availability of those grants and impact on the financial viability of those groups. No decisions were made at the workshop.
- 4.3 The social impact assessment, Gambling in Palmerston North, shows that the numbers of both venues and gaming machines has been steadily falling in Palmerston North for many years. However, the amount gambled on gaming machines in the City has not followed the same pattern.
- 4.4 In addition, data on problem gambling indicates that class 4 gaming machines are much more likely to be cited as the primary form of gambling when a person seeks assistance for problem gambling. This is despite vastly fewer people reporting gambling on class 4 gaming machines than on other forms of gambling (such as Lotto). This suggests that gambling on class 4 gaming machines is disproportionately associated with problem gambling.
- 4.5 Of the two main approaches to regulating class 4 gambling venues and gaming machine numbers – setting a cap or imposing a sinking lid – the sinking lid approach is the simplest and most effective in limiting the growth of class 4 gambling. The sinking lid effectively prohibits the granting of new consents for class 4 gambling venues or for any new machines. Existing venues may continue to operate, and in

specific circumstances they may be permitted to relocate, but no new venues or machines would be added to the city.

- 4.6 The alternative approach – setting a cap – is the method that has been used in the Class 4 Gambling Venue Policy since 2004. At each review of the policy a new cap is set – each time, lower than the previous cap. However, class 4 gambling venues have been closing at a faster rate than the cap can be lowered.
- 4.7 Staff recommend that a sinking lid approach is the most appropriate for the Class 4 Gambling Venues Policy. As existing venues close they would not be replaced, and no additional machines would be placed in existing venues.
- 4.8 A sinking lid approach will not necessarily impact on the community benefits from gambling. The Gambling Act 2003 requires that a minimum of 40% of the proceeds from class 4 gaming is returned to the community, but this is not ringfenced to the community in which the gambling occurred. With many trusts and gaming societies operating gaming machines around the country, community groups in Palmerston North are frequently eligible to apply for grants from those trusts and societies.
- 4.9 On that basis, staff propose for adoption a draft amended Class 4 Gambling Venue Policy that includes a sinking lid approach. This proposal includes several changes to the text of the policy (shown in Attachment 1) to give effect to this new approach. The key changes are to clause 4.1 and 4.2, which state that no consents for new venues or additional gaming machines will be issued.
- 4.10 Staff recommend that the Statement of Proposal is approved for public consultation. This process will give elected members information about the community's views on the proposal and allow them to make an informed decision.
- 4.11 Option two – not approving the draft gambling venue policies for consultation – is not recommended.
- 4.12 The statutory review for this policy is several years overdue. The work has been completed on a social impact assessment, and elected members have indicated the direction they would like this policy to move towards. A decision to stop the process now would introduce a further delay, and if it was started again at a later date the existing research would need to be re-done to bring it up to date.

5. CONCLUSION

- 5.1 Approving the draft policies for public consultation gives the community an opportunity to provide their views to elected members before a final decision is made.
- 5.2 There is a strong case for the changes that are proposed in the draft policies, supported by the social impact assessment. The proposal will significantly simplify the Class 4 Gambling Venues Policy. It will also provide an opportunity for the number of class 4 gaming machines to reach an equilibrium with the demand for gaming machines in Palmerston North, without necessarily impacting the financial contribution on which some community groups may rely.

6. NEXT ACTIONS

- 6.1 If the Committee approves the draft Statement of Proposal for public consultation, then staff will undertake that public consultation process. An outline of that process is provided in the next section.

7. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 7.1 Both the Gambling Act 2003 and the Racing Industry Act 2020 require that the Council use the special consultative procedure when consulting on the draft gambling venue policies.
- 7.2 Staff will make the Statement of Proposal widely available to the statutory stakeholders identified in the Gambling Act and Racing Industry Act, alongside other key stakeholders. The Statement of Proposal will also be made available to the wider community on the Council's website, at the Customer Service Centre, and through the central and community libraries.
- 7.3 Submissions will be invited from the key stakeholders and the wider community. Oral submissions are planned to be heard at the Community Committee meeting in August, with deliberations on written and oral submissions planned for the September Community Committee meeting.

COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual. Part 2 Delegations Manual – Community Committee (pp. 47-48)	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	Yes
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 Safe Communities	
The action is: no specific action. However, the implementation of the Class 4 Gambling Venues Policy and the Racing Board Policy includes the statutory review of the policies as required by legislation.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	A regular review of policies ensures that they are up-to-date and are contributing to the outcomes that Council is working towards. Addressing the availability of gambling opportunities contributes towards the reduction of problem gambling. This supports the Council's strategic priorities for a healthy community where everyone has access to healthy, safe and affordable housing and neighbourhoods, and to be a city where people feel safe and are safe.

COMMITTEE WORK SCHEDULE

TO: Community Committee

MEETING DATE: 24 May 2023

TITLE: Committee Work Schedule - May 2023

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Community Committee receive its Work Schedule dated May 2023.

SUMMARY

	Estimated Report Date	Subject	Officer Responsible	Current position	Date of Instruction & Clause number
1	24 May 2023	Community places stocktake and needs assessment - report on timeframes and resource requirements to give effect to the recommendations.	Chief planning officer		14 September 2022 clause 27-22
2	24 May 2023	Feasibility on what is required to apply for age friendly status including funding	Chief Customer Officer		15 March 2023 clause 4-23
3	9 August 2023	Addressing home insecurity (night shelter) - update report	Chief Customer Officer		15 March 2023 clause 10-23
4	9 August 2023	Feasibility of introducing a companion card for those with permanent disabilities – 12-month	Chief Customer Officer	Affected by covid - trial extended to the	5 August 2020 clause 34.4

		review		new year	
5	9 August 2023	Review of sector leads trial	Chief Customer Officer		8 June 2022 clause 7-22
6	9 August 2023	Papaioea place redevelopment six monthly update	Chief Infrastructure Officer		
7	9 August 2023	Opportunity to establish a natural burial cemetery in the Manawatū - progress report	Chief infrastructure officer	Work in progress, awaiting on external advice	<u>Council 1 June 2022 clause 60-22</u>
8	27 September 2023	Annual report - community funding allocation 2022/23	Chief Customer Officer		<u>Rec 1c of the community grants & events funding review - May 2021</u>
9	22 November 2023	Disability reference group - annual presentation -	Chief Customer Officer		<u>Invitation to present 4 November 2020 clause 41-20</u>
10	22 November 2023	Community reference groups - terms of reference review	Chief Customer Officer		1 December 2021 clause 24-21
11	22 November 2023	Social housing programme - progress report	Chief Infrastructure Officer		15 March 2023 clause 11-23
12	Early 2024	Welcoming Communities - annual	Chief Customer		<u>4 November 2020</u>

		report	Officer		<u>clause 43-20</u>
13	Early 2024	Pasifika reference group - annual presentation	Chief Customer Officer		Terms of reference
14	Early 2024	Seniors reference group - annual presentation	Chief Customer Officer		Terms of reference
15	Early 2024	Annual sector lead reports - housing advice centre Manawatū multicultural centre Te Pū Harakeke - community collective Manawatū te tihī o ruahine whānau ora alliance	Chief Customer Officer		Terms of reference