



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

CULTURE & SPORT COMMITTEE

1 PM, WEDNESDAY 28 JUNE 2023

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

MEMBERS

Rachel Bowen (Chair)
Billy Meehan (Deputy Chair)
Grant Smith (The Mayor)

Mark Arnott
Vaughan Dennison
Lew Findlay (QSM)
Roly Fitzgerald
Patrick Handcock (ONZM)

Leonie Hapeta
Debi Marshall-Lobb
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

Te Marae o Hine | 32 The Square
Private Bag 11034 | Palmerston North 4442 | New Zealand
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CULTURE & SPORT COMMITTEE MEETING

28 June 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.

- 6. Presentation - Manawatu Jazz Club** Page 7
- 7. Presentation - New Zealand Rugby Museum** Page 11
- 8. Confirmation of Minutes** Page 13
That the minutes of the Culture & Sport Committee meeting of 19 April 2023 Part I Public be confirmed as a true and correct record.
- 9. Palmerston North Public Sculpture Trust - Annual Report to Council June 2023** Page 21
Memorandum, presented by Simon Barnett, Chairperson, Palmerston North Public Sculpture Trust.
- 10. Ongoing funding arrangement options for Palmerston North Public Sculpture Trust** Page 25
Memorandum, presented by Anton Carter, Group Manager - Community Services.
- 11. Annual Progress Report on Heritage Themes in Council Programmes 2022/23** Page 31
Memorandum, presented by Keegan Aplin-Thane, Senior Planner and Linda Moore, Manager City Library.
- 12. Te Manawa Museums Trust - Final Statement of Intent 2023-2026** Page 55
Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

- 13. **The Regent Theatre Trust - Final Statement of Intent 2023-2026** Page 97
 Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

- 14. **The Globe Theatre Trust - Final Statement of Intent 2023-2026** Page 119
 Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

- 15. **Committee Work Schedule** Page 143

- 16. **Karakia Whakamutunga**

- 17. **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: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Presentation - Manawatu Jazz Club

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

- 1. That the Culture & Sport Committee receive the presentation for information.**
-

SUMMARY

David Edge, President, Manawatu Jazz Club and Chair, Manawatu International Jazz and Blues Festival will address the Committee regarding long term funding for the annual Manawatu International Jazz and Blues Festival.

ATTACHMENTS

1. Manawatu Jazz Festival_Information Sheet [↓](#) 

Funding Proposal to Palmerston North City Council

1. We (the Festival Committee) are seeking a long term accountable funding stream *which is not contestable* i.e. not challenged by any other events, to provide base funding for New Zealand's largest Jazz Festival, which raises the profile of the City across NZ and overseas ... even Wellington moves their Jazz Festival so that it doesn't compete with ours.
2. The current funding arrangement through Major Events does involve contestable funding and therefore creates uncertainty and threatens the survival of the event....and we are determined to keep the Festival in Palmerston North for the benefit of everyone.
3. The benefits of the Festival to the City are a lot more than just dollars and cents.
 - a. People come to the Festival from across the country because they like the variety of the programme, and especially the Café Scenes...and take their enthusiasm back to friends.
 - b. The High Schools have built the Festival's Competition into their Education programmes, sending in bands every year from mid/lower North Island, and alternate years from further afield e.g. Pukekohe H/S and, when possible, Burnside H/S Christchurch. These High School Students are our most important visitors, as few of them will have been to Palmerston North, and will be at the stage of choosing their Tertiary Education placements. Sadly, the local facilities and environment seem to have equal or more value than the University prospectus...so seeing that this City has most things Auckland has, but cheaper accommodation and less crowds and though most students won't have to moor a 20 foot yacht, but have a mountain bike, Palmerston has the advantage and their patronage for 3 or more years!
 - c. The musicians are also valuable visitors for several reasons:
 - i. A chance to pick up or exchange ideas...which is how Jazz works..and ensures a high level of performance quality on stage or local functions.
 - ii. They will include Palmerston in any future tours, as they know The Globe Theatre is an excellent venue, and there is a Jazz friendly audience.
 - iii. The Festival provides vital networking between local and overseas artists, and local musicians have benefitted from meeting performers from US. ***"If you are ever in LA, give me a call"*** is worth its weight in gold! Many overseas performers hold posts at University Music Faculties, and can offer placements in their programmes – **James Tait Jamieson**, now teaching at Freyberg H/S, advanced his music studies at University of Nevada after meeting guest Tom Warrington.
4. We have a proven track record for delivering a successful high-quality event every year since 1968, even during Covid, when we deferred the event to October, once restrictions were eased.

PRESENTATION

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Presentation - New Zealand Rugby Museum

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

- 1. That the Culture & Sport Committee receive the presentation for information.**
-

SUMMARY

Stephen Berg, Director, New Zealand Rugby Museum, will outline the work of the museum and highlight upcoming collaborations with Australian Rugby and the 2023 Rugby World Cup in France. Stephen is also requesting operational funding support for the museum be considered for inclusion in the draft Long Term Plan.

ATTACHMENTS

Nil

PALMERSTON NORTH CITY COUNCIL

Minutes of the Culture & Sport Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 19 April 2023, commencing at 9.00am

Members Present: Councillor Rachel Bowen (in the Chair), The Mayor (Grant Smith) and Councillors Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

Non Members: Councillors Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

Apologies: Councillor Patrick Handcock (early departure on Council business) and Councillor Leonie Hapeta (early departure).

Councillor Patrick Handcock left the meeting at 9.42am during consideration of clause 13. He entered the meeting again at 12.07pm during consideration of clause 14. He was not present for clause 13.

Councillor Leonie Hapeta was not present when the meeting resumed at 11.10am. She was not present for clauses 14 to 18 inclusive.

Councillor Billy Meehan left the meeting at 12.26pm during consideration of clause 15. He was present when the meeting resumed at 2.21pm. He was not present for clause 15.

The Mayor (Grant Smith) was not present when the meeting resumed at 2.21pm. He was not present for clauses 16 to 18 inclusive.

Karakia Timatanga

Councillor Rachel Bowen opened the meeting with karakia.

11-23 Apologies

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 11-23 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark

Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

12-23 **Public Comment**

Bernice Tyree made public comment in relation to Item 6 Update on Covered Bowling Green Detailed Feasibility Assessment (Long Term Plan programme 1891) (clause 13-23).

Bernice Tyree encouraged Council to support the future development and implementation of lawn bowling facilities, including a covered facility that would enable Bowls Manawatū to host national and international events.

With the endorsement of Council, Bowls Manawatū would like to fulfil the following long-term goals:

- Nurture new members in a supportive and friendly space
- Administer and support the local Lawn Bowls community
- Maintain a budget and appropriate business management practice to promote and attract revenue to the local area
- Increase membership across a range of ages, cultures and physical capacities.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the public comment be received for information.

Clause 12-23 above was carried 16 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

13-23 **Update on Covered Bowling Green Detailed Feasibility Assessment (Long Term Plan programme 1891)**

Memorandum, presented by Ann-Marie Mori, Policy Analyst and Aaron Phillips, Activities Manager - Parks.

An additional recommendation (2) was moved to formalise ongoing work that Council Officers would undertake with stakeholders to inform the Long Term Plan.

An additional recommendation (3) was moved to indicate Council's support and intention to contribute funding to advance the project.

Councillor Patrick Handcock left the meeting at 9.42am.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. To receive the report titled 'Update on Covered Bowling Green Detailed Feasibility Assessment (Long Term Plan programme 1891) presented to the Culture & Sport Committee on 19 April 2023.
2. To request the Chief Executive to continue to work with Bowls Manawatū, member clubs, and other stakeholders including Sport Manawatū to consider the next steps and provide a progress report back to Culture & Sport Committee in time to inform the 24-34 Long Term Plan.

Clauses 13.1-23 and 13.2-23 above were carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

Moved William Wood, seconded Grant Smith.

The **COMMITTEE RECOMMENDS**

3. That Council commit to funding \$300K towards a covered bowling green in year one of the LTP, with the location between Takaro, Palmerston North, and North End to be decided by a Bowls Manawatu panel, noting that this will be re-debated at the time the budget is being deliberated.

*Not adopted by Council on 3 May 2023
Clause 62-23*

Clause 13.3-23 above was carried 8 votes to 7, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Billy Meehan, Lew Findlay, Roly Fitzgerald, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

Against:

Councillors Rachel Bowen, Mark Arnott, Vaughan Dennison, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

The meeting adjourned at 10.51am.

The meeting resumed at 11.10am.

The Mayor (Grant Smith) and Councillor Leonie Hapeta were not present when the meeting resumed.

14-23

The Globe Theatre Trust: Six-Month Report 1 July - 31 December 2022 and Draft Statement of Intent 2023-26

Memorandum, presented by Gerry Keating, Manager, Globe Theatre and John Adams, Chair, Globe Theatre Trust.

An additional recommendation was moved that encouraged the Globe Theatre Trust to consider performance measures that show how they are enabling the use of the theatre by all communities in the city.

The Mayor (Grant Smith) entered the meeting again at 11.39am.

Councillor Patrick Handcock entered the meeting again at 12.07pm.

Moved Rachel Bowen, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Six-Month Performance Report 1 July - 31 December 2022 (Attachment 1) submitted by the Globe Theatre Trust.
2. That the Committee receive the draft Statement of Intent 2023-26 (Attachment 3) submitted by the Globe Theatre Trust.
3. That the Committee agree that the recommended comments on the draft Statement of Intent 2023–26 outlined in Table 3 be advised to the Globe Theatre Trust Board.
4. That the Committee refer the Globe Theatre Trust's request for an increase of \$50,000 to their Council grant to the Annual Budget deliberations.
5. That the Committee note that the Statement of Expectation objectives 'Investigating Priava', and 'Reviewing ticketing arrangements' (listed in Table 3) are complete.
6. That new performance measures about how the organisation is honouring and implementing Te Tiriti o Waitangi partnership, and how the organisation is engaging with and enabling participation by our under-represented communities, be considered.

Clause 14-23 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

Abstained:

Councillor Patrick Handcock.

Councillor Vaughan Dennison left the meeting at 12.13pm.

15-23

Te Manawa Museums Trust: Six-Month Report 1 July - 31 December 2022 and Draft Statement of Intent 2023-26

Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

An additional recommendation was moved that encouraged the Te Manawa Museums Trust to consider performance measures that show how they are enabling the use of the museum by all communities in the city.

Councillor Billy Meehan left the meeting at 12.26pm.

Councillor Vaughan Dennison entered the meeting again at 12.33pm.

Moved Rachel Bowen, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That the Committee receive the six-month Performance Report 1 July - 31 December 2022 (Attachment 1) submitted by Te Manawa Museums Trust.
2. That the Committee receive the draft Statement of Intent 2023-26 (Attachment 2) submitted by Te Manawa Museums Trust.
3. That the Committee agree that the recommended comments on the draft Statement of Intent 2023–26 outlined in Table 3 be advised to Te Manawa Museums Trust.
5. That new performance measures about how the organisation is honouring and implementing Te Tiriti o Waitangi partnership, and how the organisation is engaging with and enabling participation by our under-represented communities, be considered.

Clauses 15.1-23 to 15.3-23 and 15.5-23 above were carried 14 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

Moved Rachel Bowen, seconded Debi Marshall-Lobb.

4. That the Committee refer Te Manawa Museums Trust's request for an additional \$250,000 (for the 2023/24 year) to the Annual Budget deliberations (Attachment 3).

Clause 15.4-23 above was carried 11 votes to 3, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Rachel Bowen, Mark Arnott, Vaughan Dennison, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, Kaydee Zabelin, Brent Barrett, Lorna Johnson and Orphée Mickalad.

Against:

Councillors Lew Findlay, William Wood and Karen Naylor.

The meeting adjourned at 1.20pm.

The meeting resumed at 2.21pm.

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

Councillor Billy Meehan was present when the meeting resumed.

16-23 The Regent Theatre Trust: Six-Month Report 1 July - 31 December 2022 and Draft Statement of Intent 2023-26

Memorandum, presented by Sarah Claridge, Democracy & Governance Advisor.

An additional recommendation was moved that encouraged the Regent Theatre Trust to consider performance measures that show how they are enabling the use of the theatre by all communities in the city.

Moved Rachel Bowen, seconded Debi Marshall-Lobb.

The **COMMITTEE RESOLVED**

1. That Council receive the six-month Performance Report 1 July - 31 December 2022 (Attachment 1) submitted by the Regent Theatre Trust.
2. That Council receive the draft Statement of Intent 2023-26 (Attachment 3) submitted by the Regent Theatre Trust.
3. That Council agree that the recommended comments on the draft Statement of Intent 2023-26 outlined in Table 3 be advised to the Regent Theatre Trust Board.
4. That the Committee note that the Statement of Expectation objectives 'Investigating Priava', and 'Reviewing ticketing arrangements' (listed in Table 3) are complete.
5. That new performance measures about how the organisation is honouring and implementing Te Tiriti o Waitangi partnership, and how the organisation is engaging with and enabling participation by our under-represented communities, be considered.

Clause 16-23 above was carried 14 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

17-23 Confirmation of Minutes

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the minutes of the Culture & Sport Committee meeting of 8 March 2023 Part I Public be confirmed as a true and correct record.

Clause 17-23 above was carried 14 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

18-23 Committee Work Schedule

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive its Work Schedule dated April 2023.

Clause 18-23 above was carried 14 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Debi Marshall-Lobb, William Wood, Kaydee Zabelin, Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.

Karakia Whakamutunga

Councillor Rachel Bowen closed the meeting with karakia.

The meeting finished at 2.41pm.

Confirmed 28 June 2023

Chair

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Palmerston North Public Sculpture Trust - Annual Report to Council June 2023

PRESENTED BY: Simon Barnett, Chairperson, Palmerston North Public Sculpture Trust

APPROVED BY: Kerry-Lee Probert, Acting Chief Customer Officer

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the Palmerston North Public Sculpture Trust's Annual Report 2022 – 23, presented to the Culture & Sport Committee on 28 June 2023.

1. ISSUE

The purpose of this memorandum is to provide an Annual Report to Council from the Palmerston North Public Sculpture Trust.

2. BACKGROUND

A requirement of funding received by the Trust is to provide an Annual Report to Council on their recent activities.

The Trust's Annual Report notes a significant improvement in the working relationship with Council Officers.

3. NEXT STEPS

Officers will continue to work with the Sculpture Trust and provide guidelines for future annual reporting, to be consistent with Council processes.

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	No

Consultative procedure?		
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 Arts and Heritage		
The action is: Purchase and install new public art and curate, maintain and promote Council's public art.		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The recommendations align to the strategic direction by providing funding for public art which contributes to a creative city that nurtures and celebrates the arts (Goal 2 – Priority 3 from Arts & Heritage Plan 2021-2031).	

ATTACHMENTS

1. Palmerston North Public Sculpture Trust Annual Report 2022-23 [!\[\]\(065aacad479feea1b3f501fa02b79a7a_img.jpg\) !\[\]\(f90d8b6badff022f4fa9e71b17a20969_img.jpg\)](#)

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Ongoing funding arrangement options for Palmerston North Public Sculpture Trust

PRESENTED BY: Anton Carter, Group Manager - Community Services

APPROVED BY: Kerry-Lee Probert, Acting Chief Customer Officer

RECOMMENDATIONS TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the memorandum titled 'Ongoing funding arrangement options for Palmerston North Public Sculpture Trust' presented to the Culture & Sport Committee on 28 June 2023, noting that Council's Public Art Policy is currently under development.
 2. That the Committee directs the Chief Executive to support the Trust to gather ongoing public input.
-

1. ISSUE

- 1.1 The purpose of this memorandum is to provide a response to the Arts, Culture & Heritage Committee's resolutions of 10 August 2022 (14-22):

That Council Officers work with the Sculpture Trust to identify and assess ongoing funding arrangement options and report back as appropriate.

That Council Officers work with the Sculpture Trust to identify and assess options for public input to inform the Trust's planning of type and location of future installations.

2. BACKGROUND

- 2.1 The Palmerston North Public Sculpture Trust was formed to encourage the acquisition and installation of sculptures in public areas within the city of Palmerston North to foster appreciation, participation and expression of art and to enhance the urban environment.
- 2.2 The Sculpture Trust has been contributing to the vibrancy of the city centre through the gifting of public sculptures to Council for the enjoyment of the public since 2008.
- 2.3 Council has funded the Sculpture Trust \$50,000 every year since 2007, with the exception of the 2021 financial year. This directly contributes to Council's

Strategic Plan, Goal 2: A Creative and Exciting City, Priority 3: Being a creative city that nurtures and celebrates the Arts.

- 2.4 Council has a signed Memorandum of Understanding with the Sculpture Trust dated 14 April 2021 (expiry date 14 April 2024), which sets out the roles and responsibilities with regards to working together.
- 2.5 The Sculpture Trust identifies sites, commissions work and arranges for the installation of the sculptures. Ownership of the sculptures is then vested in Council who has the ongoing responsibility for ongoing care and maintenance. To date there are thirteen sculptures on Council's Public Art Register which the Sculpture Trust has been directly responsible for.
- 2.6 The draft Public Art Policy, currently under development, should be read in conjunction with this memorandum, as it provides a broader context for Public Art.

3. FUNDING ARRANGEMENT OPTIONS

- 3.1 Funding sources for public sculptures in New Zealand are very limited. Typically, it's a mixed model approach, whereby a number of funding sources are required from different avenues including national funding bodies, local government and private donor investment for each project.

Creative New Zealand

- 3.2 Creative New Zealand (Arts Council, Toi Aotearoa) is the main national funding body that supports funding for commissioned artworks in public spaces, through the Arts Grants funding mechanism. Arts Grants funding has a maximum limit of up to \$75,000 per project.
- 3.3 Creative New Zealand's funding criteria states: Funding is available to commission New Zealand artists to create new work for public presentation. Applications can be made for the cost of the artist creating the work.
- 3.4 A strong application should include:
 - Details of the selection process and the artistic brief
 - A clear description of the proposed work
 - Confirmation of when and where it will be presented and by whom
 - Artistic support material that illustrates the proposed work
 - Confirmation of the artist's availability
 - A copy of the contract with the artist
 - An explanation of how best practice copyright protection will be provided for the artist.

- 3.5 For public art commissions such as public sculptures and murals, a strong application should also include:
- an explanation of how the project is consistent with the local or regional public artwork strategy (as published by the relevant local city or district council)
 - a letter from the relevant territorial authority confirming their interest in, and financial commitment to, the project
 - a long-term maintenance plan for the artwork.

External Funding

- 3.6 While applying for external funding is an option, it is contestable, which means there is no guarantee of receiving the funding. So, by its nature, contestable funding is not seen as a secure ongoing funding arrangement. Additionally, contestable funding means it is difficult to plan with any certainty.

Public Trusts

- 3.7 Public Trust funds are another possible source of funding, but levels of funding are generally smaller (\$5,000 - \$20,000) and often funding is limited by location; for example, some trusts may fund public artworks but only in their geographical region.

Council – Direct Support

- 3.8 The benefit for Council with the current funding of the Sculpture Trust is that the majority of the work (site selection, commissioning and installation) is done by the Trust and at the end of the process the ownership of the sculpture is vested back to Council as an asset for the public.
- 3.9 Each funding option investigated requires a level of financial support or endorsement from a Local Authority.
- 3.10 In comparison:

Dunedin City Council

Funds \$100,000 every four years towards commissioning new Public Art (\$25,000 annually).

Wellington City Council

Contributes \$35,000 annually to the Wellington Sculpture Trust to commission new Public Art.

Tauranga City Council

New Public Art Framework has three different funding streams, each with a threshold of \$50,000 (annual allocated amounts cannot be determined at this point as the new funding model becomes available 1 July 2024):

Stream 1 – Internal allocation for significant Tauranga City Council-led commissions costing more than \$50,000;

Stream 2 – External allocation for significant externally-led commissions costing more than \$50,000 to create (these artworks are gifted to the city when complete);

Stream 3 – External allocation for community and urban artworks costing less than \$50,000 to create.

4. PUBLIC INPUT INTO TYPE & LOCATIONS

4.1 Choosing locations for sculptures is undertaken by the Sculpture Trust in collaboration with Council. The choice of appropriate sites takes into consideration sightlines, pedestrian movement, available space, appropriateness and any cultural sensitivities. The current focus of locations is the Central Business District.

4.2 Raising public awareness of how public sculptures contribute to a city's vibrancy, reputation, and access to public art, is one way of engaging the public.

4.3 Officers have suggested to the Sculpture Trust Chairperson that public forums are an effective way to gain public feedback, input, and support.

4.4 These suggestions include:

- Hosting a public forum on Public Art in Palmerston North;
- Holding a series of public talks which feature the artists talking about their work;
- Creating a booklet that profiles the sculptures, artists and meaning behind the works (similar to the Sculpture Trust 2006-2017 commemorative publication).

Panels

4.5 Another model that some other local authorities use is having an established Public Art Panel to make decisions on location and artist commissions. Panels are typically made up of visual art experts (from galleries or museums), Council representatives (Arts Advisor, Urban Designer) and community representatives (including mana whenua).

4.6 This model works well as it combines a wider group of interested parties in the selection process. Details of how a panel operates could be incorporated in a Public Art Policy.

5. CONCLUSION

5.1 Therefore, Officer advice is to maintain the current funding arrangement and review the Memorandum of Understanding with the Sculpture Trust when it expires in April 2024, noting Council is currently in the process of developing a Public Art Policy.

6. NEXT STEPS

- 6.1 Completion of a Public Art Policy will provide Council with guidance for Public Art commissions and installations.
- 6.2 Officers will continue to provide support to the Sculpture Trust regarding ways to engage with the public and make connections with community groups who the Trust can engage with.

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 2: A Creative and Exciting City	
The recommendations contribute to the achievement of action/actions in Arts and Heritage Plan. The action is: Curate, maintain and promote Council's public art, and purchase and install new public art.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	The recommendations align to the strategic direction by providing funding for public art which contributes to being a creative city that nurtures and celebrates the arts (Goal 2 – Priority 3 from Arts & Heritage Plan 2021-2031).

ATTACHMENTS

Nil

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Annual Progress Report on Heritage Themes in Council Programmes 2022/23

PRESENTED BY: Keegan Aplin-Thane, Senior Planner and Linda Moore, Manager City Library

APPROVED BY: David Murphy, Chief Planning Officer
Kerry-Lee Probert, Acting Chief Customer Officer

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the memorandum titled 'Annual Progress Report on Heritage Themes in Council Programmes 2022/23', presented to the Culture & Sport Committee on 28 June 2023.
-

1. ISSUE

The purpose of this memorandum is to update the Culture & Sport Committee on the heritage themed activities that have been completed in the 2022/23 period across Council programmes. This update is prepared annually.

2. BACKGROUND

The Arts and Heritage Plan (2021-31) includes the following ongoing action:

- Provide an annual progress report on military heritage themed Council-run programmes to the Arts, Culture & Heritage Committee (now the Culture & Sport Committee) with involvement of the Palmerston North Defence Heritage Advisory Group (PNDHAG).

The Arts, Culture & Heritage Committee resolved at the 29 September 2021 meeting:

- That the future focus of the Military Heritage Update report include opportunities for development of the military heritage theme in the built environment.

The Arts, Culture & Heritage Committee resolved at the 10 August 2022 meeting:

- That the Chief Executive provide an annual progress report on the development of heritage themes, including military heritage, across Council programmes.

Officers have assumed that the expanded scope of this report applies to the opportunities for development of heritage themes in the built environment.

3. CURRENT COUNCIL PROGRAMMES & PLAN ACTIONS

Ongoing Council actions relating to heritage are attached in Appendix 1. The following actions and programmes are specific to heritage:

Plan Action/Programme	Year	Update
Develop a Caccia Birch Site Master Plan	2023/24	Not scheduled to start.
Complete an inventory of District Plan listed Built Heritage	2021/22	Complete.
Publish a public facing interactive online map that spatially shows the city's military heritage sites	2021/22	Complete.
Develop a CBD Architectural Heritage Design Guide	2022/23	Not started due to resourcing constraints.
Develop an earthquake strengthening guide for heritage buildings	2021/22	Not started due to resourcing constraints.
Develop a 'District Plan Heritage Buildings Tour' on the Manawatū Heritage Tour App	2021/22	In progress. Changes to the app to be made prior to adding new tours.
Survey the community and stakeholders to inform future development of Manawatū Heritage	2021/22	Will be undertaken in the 2023/24 year.
Investigate the need for additional shelving for archives as part of the Civic and Cultural Precinct Master Plan	2021/22	Part of Civic and Cultural Precinct Masterplan currently being prepared.
Review the Natural and Cultural Heritage Incentive Fund	2022/23	Not started.
Mark the city's 150 th anniversary	2021/22	Complete.

4. HERITAGE THEMED COUNCIL ACTIVITIES 2022-2023

Updates to heritage-themed Council activities that do not relate to specific programmes above include the following for the 2022-23 financial year:

Council Function	Programmes/Activities
Events	<ul style="list-style-type: none"> - Armistice Day service: 11 November 2022, Conference & Function Centre. - Anzac Day services: 25 April 2023, Te Marae o Hine. Council also supports Ashhurst and Bunnythorpe Anzac services. - Battle of the Bridges: Postponed this year due to resource constraints from our partner organisations. - Palmerston North Anzac and Armistice Day Organising Committee: Biannual terms of reference has been updated.
Programmes	<ul style="list-style-type: none"> - Local History Week: Local History Week 2022 delivered in November. The delivery of Local History Week 2023 in the Central Library was scheduled in February/March to align with the introduction of a citywide Heritage Month. All talks were recorded for YouTube. - Military History Presentation Series: Ten lunchtime talks and four evening talks. - Military Display at the Central Library: April 2023 - 80th Anniversary of WWII, 1943.
Community Support	<ul style="list-style-type: none"> - Bunnythorpe War Memorial restoration funded with Lotteries Environment & Heritage grant – completion due Anzac Day 2023. - Replacement of damaged Memorial Park plaque. - Heritage funding given for: <ul style="list-style-type: none"> o Maintenance of the Former Salvation Army Junior Hall (Cameron Jewellery). o Restoration of the First Church of Christ Scientist. o Strengthening investigations for Norfolk House (Coleman Place). o Green Corridors conference. - Kelvin Grove/Terrace End Cemeteries: Over 1,700 service graves have been restored as of late 2022 by the Palmerston North Returned Services Association. The Association undertook this work under an agreement with

	<p>Council. Agreement due for renewal.</p> <ul style="list-style-type: none"> - Nga Toa o Manawatū sculpture: Defence force community sculpture delayed due to preferred location along He Ara Kotahi being destroyed by storm damage. - Awapuni Medical Memorial Refurbishment: Officers have brought in conservator and offered funding advice.
Policy & Regulatory	<ul style="list-style-type: none"> - Plan change J: Massey University Turitea Historical Area was made operative to the District Plan on 22 March 2023. - The former Post Office building is currently in the pre-application stage for a resource consent.
Storytelling	<ul style="list-style-type: none"> - Coordination of Back Issues series in Manawatū Standard: Weekly article produced on local history for weekend broadsheet. Heritage Team members have researched and written regular articles alongside local historians. - Collaboration with Manawatū Peoples Radio to: <ul style="list-style-type: none"> o Upload oral histories and local interviews to Manawatū Heritage. o Record and podcast selected talks from Local History Week and Heritage Month Programme. - Poppy Places: Seven additional streets around Linton Army Base are planned for dedication as Poppy Places. These will be launched on Armistice Day 2023.
Archives & Collections	<ul style="list-style-type: none"> - Digital migration of existing Council archives, community archives & research files to Manawatū Heritage Repository is due for completion 2023/24. - Manawatū Heritage: <ul style="list-style-type: none"> o Hamblyn, Cottam, and Finnerty slide collections digitised and uploaded. o LG West plans digitised and uploaded. o Manawatū Standard negatives: 11,450 records now manually indexed.
Capital Programmes	<ul style="list-style-type: none"> - Savage Park: Heritage themed playground developed. - Kikiwhenua Meeting House Site: Land purchase on hold pending landowner agreement. - Hopwood Clocktower: Crushed lime surface replaced with detailed hard surface representative of Ereni Te Awe Awe's korowai/cloak pattern.

5. BARRIERS TO ADVANCING HERITAGE GOALS

The current barriers limit the delivery of Council's heritage actions and programmes:

- a. Programme budgets for transport renewals or upgrades have not historically allocated funding towards delivering heritage outcomes.
- b. Vandalism is not currently reflected in the present care and maintenance budget for art and memorials. This issue will be identified and addressed in the upcoming Art and Memorials Asset Management Plan.
- c. Capacity constraints in the City Library Heritage Team to meet the demand in the heritage and local history function, specifically:
 - The absence of a dedicated City Archivist role.
 - The increasing backlog of community archives to be processed and/or digitised.
- d. Increased demand for local history resources, advice and support for the Aotearoa NZ History curriculum.
- e. The physical facility (space, conditions, shelving) for the city's archival collections is no longer fit for purpose.
- f. Annual Plan Programme 2130 – *Heritage Advisory Panel – Support delivery of heritage programme* (\$135,000) was not approved for funding in the 2022/23 Annual Budget.

6. UPCOMING HERITAGE THEMED ACTIVITIES

Planned future activities to incorporate heritage themes include the following:

- a. Streets for People Featherston Street – Currently scoping some historic sites for placemaking opportunities.
- b. Arapuke Forest Park – Rangitāne entrance feature under development as part of Mountain Bike Club facility development.
- c. Memorial Park – Conceptual design for Hero Walk complete. Currently preparing detailed design and costing.
- d. River entranceway sculptures currently being produced for Albert Street and Hokowhitu Lagoon entrances, representative of the mahinga kai/food gathering role that the lagoon area played in Palmerston North's history.
- e. Streets for People Streetscape Upgrades Programme – Paving design has been considering an extension of the korowai pattern referenced in other significant projects across the city.

7. NEXT STEPS

An annual report will be presented to the committee in 2024.

8. 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 Arts and Heritage	
The action is: Provide an annual progress report on military heritage themed Council-run programmes to the Arts, Culture & Heritage Committee (now the Culture & Sport Committee) with involvement of the Palmerston North Defence Heritage Advisory Group (PNDHAG).	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	This memorandum delivers the annual progress report required in the action above, and on the scope set by the Arts, Culture & Heritage Committee at its meeting of 10 August 2022.

ATTACHMENTS

1. Local History Week 2022 [↓](#) 
2. Local History Week 2023 [↓](#) 
3. Heritage Month 2023 [↓](#) 
4. Military History Presentation Series [↓](#) 

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Te Manawa Museums Trust - Final Statement of Intent 2023-2026

PRESENTED BY: Sarah Claridge, Democracy & Governance Advisor

APPROVED BY: Donna Baker, Acting Chief Executive Unit Manager

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

- 1. That the Committee agree the final Statement of Intent 2023-2026 (Attachment 1) submitted by Te Manawa Museums Trust Board.**
-

1. ISSUE

- 1.1 The Statement of Intent (SOI) sets out the objectives and activities of Te Manawa Museums Trust Board (Te Manawa) for the next three years. It serves as a basis for accountability to the Council, as the shareholder, and provides an opportunity for the Council to influence Te Manawa's direction. The requirements for the SOI are set out in Schedule 8 of the Local Government Act 2002 (LGA).
- 1.2 The purpose of this report is for the Committee to fulfil the requirement under s65(2) of the LGA to agree the final SOI, or if it does not agree, to require the SOI to be modified as set out in clause 6, Schedule 8 of the LGA.
- 1.3 The LGA requires a Council Controlled Organisation (CCO) Board to deliver the final SOI to the shareholder by 30 June. The Globe Theatre Trust has met that requirement.
- 1.4 Under the LGA, Council has the power to modify an SOI to ensure it adequately reflects strategic priorities if it considers that is necessary.

2. BACKGROUND

- 2.1 Te Manawa is a CCO, which was set up to independently manage the Te Manawa Museum. A CCO is an organisation in which Council has the right to appoint at least fifty percent of the trustees and must work towards Council's objectives on its behalf.
- 2.2 The Culture & Sport Committee received Te Manawa's draft SOI at its meeting on 19 April 2023 and made recommendations for the Te Manawa Board to consider when developing its final SOI.

- 2.3 The Trust Board also requested an additional \$250,000 to its annual operating grant for the 2023/24 year, to support the redevelopment of the Te Rangī Whenua gallery, bring the Six Extinctions (Dinosaurs) exhibition to Palmerston North, and contribute towards the digitalisation and conservation of the Peter Bush Archive. This request was considered and approved by Council during the deliberation of the draft Annual Budget 2023/24. The SOI's financials have been updated to include the additional grant.
- 2.4 Te Manawa Museums Trust Board has considered the Council's comments on the draft SOI and has revised their SOI in response, as summarised in Table 1.
- 2.5 Overall Officers are pleased with the strategic direction, and the ambitious and varied list of actions Te Manawa has outlined in their SOI 2023-26.

Table 1: Comparison of Council comments with Te Manawa's final SOI 2023-26

Committee's requests for changes to draft SOI 2023-2026	Is it dealt with in the SOI?
<p>PARTNERSHIPS</p> <p>Include action(s) to strengthen the partnership with the New Zealand Rugby Museum.</p>	<p>Yes, under Objective 3 (page 16) actions added to strengthen the relationship with the NZ Rugby Museum (NZRM) are:</p> <ul style="list-style-type: none"> • collaborating on a joint marketing campaign (23/24) • developing one new touring product with the NZRM (24/25)
<p>PERFORMANCE MEASURES</p> <p>While actions are identified for each year of the SOI, there is no performance measure linked to environmental sustainability, despite having a base carbon level to measure against from previous work.</p> <p>Recommendation</p> <p>Consider adding a performance measure that contributes to environmental sustainability.</p>	<p>Yes, a performance measure around environmental sustainability has not strictly been added to the SOI, however Officers consider that the actions listed below are effectively a new performance measure. Te Manawa has set targets against several of these actions.</p> <p>New actions in Objective 3 (page 16) include:</p> <ul style="list-style-type: none"> • Work closely with PNCC to undertake plans to improve the sustainability of the buildings (23/24) • Improve and implement processes to become more digitalised and reduce paper by 30% (23/24 & 24/25) • Replace fleet vehicles with electric or hybrid (25/26) • Reduce waste by 80% across the organisation (25/26)

	<ul style="list-style-type: none"> • Upgrade all lighting with LED lights (25/26)
<p>Recommendation</p> <p>That new performance measures about how Te Manawa honours and implements Te Tiriti o Waitangi partnership, and how Te Manawa engages with, and enables participation by the city's under-represented communities, be considered.</p>	<p>Yes, whilst a performance measure has not been included, the SOI includes several actions (below) under Objective 1 and 3 which could be considered performance measures. Several have targets against them.</p> <p>Actions include:</p> <p><u>Honouring the Tiriti partnership</u></p> <ul style="list-style-type: none"> • Work in Partnership with Rangitāne to develop exhibitions/ learning resources with the focus to embed biculturalism (23-26) • Develop a clear kaupapa Māori direction and strategy including training opportunities (23/24) • Implement two new Rangitāne Mātauranga Māori learning programmes (23/24) • Collaborate with Toi Māori (24/25) • Hui with local hapū to understand their perspectives on care of taonga and representation (25/26) <p><u>Engaging the city's less represented communities</u> (page 13)</p> <ul style="list-style-type: none"> • Collaborating with PNCC for the New Migrants welcoming (23/24) • Providing two extra curricula learning based activities for children from less represented groups (23/24) • Exploring collaborative exhibition opportunities with at least one less-represented community (24/25 & 25/26) <p>The SOI also includes commentary on the importance of the partnership in Objective 3 (page 10).</p>

3. NEXT STEPS

- 3.1 Te Manawa's Annual Report 2022-23 is due to Council Officers on 30 September 2023 and will be presented to the Culture and Sport Committee in November 2023.

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 outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Arts and Heritage Plan	
The action is: to support CCOs to achieve the objectives of the Arts and Heritage Plan	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	Agreeing to the final Statements of Intent is a mechanism for the Committee to provide guidance and direction to the CCOs and meets Council's responsibility to monitor the CCOs under the LGA.

ATTACHMENTS

1. Te Manawa Museums Trust_ Final Statement of Intent 2023-26  

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: The Regent Theatre Trust - Final Statement of Intent 2023-2026

PRESENTED BY: Sarah Claridge, Democracy & Governance Advisor

APPROVED BY: Donna Baker, Acting Chief Executive Unit Manager

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Committee agree the final Statement of Intent 2023-2026 (Attachment 1) submitted by the Regent Theatre Trust Board.
-

1. ISSUE

- 1.1 The Statement of Intent (SOI) sets out the objectives and activities of the Regent Theatre Trust (the Regent) for the next three years. It serves as a basis for accountability to the Council, as the shareholder, and provides an opportunity for the Council to influence the Regent's direction. The requirements for the SOI are set out in Schedule 8 of the Local Government Act 2002 (LGA).
- 1.2 The purpose of this report is for the Committee to fulfil the requirement under 65(2) of the LGA to agree the final SOI, or if it does not agree, to require the SOI to be modified as set out in clause 6, Schedule 8 of the LGA.
- 1.3 The LGA requires a Council Controlled Organisation (CCO) Board to deliver the final SOI to the shareholder by 30 June. The Globe Theatre Trust has met that requirement.
- 1.4 Under the LGA, Council has the power to modify an SOI to ensure it adequately reflects strategic priorities if it considers that is necessary.

2. BACKGROUND

- 2.1 The Regent is a CCO, which was set up "to control, develop, promote enhance and maintain the Regent Theatre so that it can be utilised and enjoyed by the inhabitants of the Manawatū area"¹. A CCO is an organisation in which Council has the right to appoint at least fifty percent of the trustees and must work towards Council's objectives on its behalf.
- 2.2 The Culture & Sport Committee received the Regent's draft SOI at its meeting on 19 April 2023 and made recommendations for the Regent Theatre Trust Board to consider when developing its final SOI.
- 2.3 The Regent Theatre Trust Board has considered the Committee's comments and revised their SOI in response, as summarised in Table 1.

¹ As described in the purpose of the Regent Theatre Trust Deed

2.4 Overall Officers are pleased with the strategic direction, and the ambitious and varied list of actions the Regent has outlined in their SOI 2023-26.

Table 1: Comparison of Council comments with the Regent's final SOI 2023-26

Committee's requests for changes to draft SOI 2023-2026	Is it dealt with in the SOI?
<p>PERFORMANCE MEASURES</p> <p>Include more commentary into how the Regent will progress the activity: 'to support both inclusive and diverse community events, and that we create and deliver arts experiences for whānau, hapū, and iwi with the support for Rangitānenuiarawa' in the forthcoming years'.</p> <p>Recommendation</p> <p>Include a performance measure – with a meaningful target to show how this activity will be progressed.</p>	<p>Yes, the Regent has committed to ongoing monitoring to inform a future target for this objective.</p> <p>The Regent has added the following performance measure:</p> <p>Total number of ethnically diverse concerts and productions, both community and professionally produced, including Kapa Haka Competitions, World on Stage, Cultural events.</p> <p>Target: 8 events in 23/24</p>
<p>Recommendation</p> <p>Develop and include an environmental sustainability measure in the performance measures for this SOI 2023-26.</p>	<p>Yes, The Regent has included the following performance measure:</p> <p>Total % of lighting replaced with LED luminaires.</p> <p>Target: 35% in 2023/24</p> <p>The Regent will present the findings of its Greenhouse Gas Emissions Inventory Report 2023 to Committee with its six month report in April 2024.</p>
<p>Recommendation</p> <p>That new performance measures about how the Regent honours and implements Te Tiriti o Waitangi partnership, and how the Regent is engaging with, and enabling participation by the city's under-represented communities, be considered.</p>	<p>Partially, a performance measure has not been developed, however the Regent has included several actions to further this recommendation.</p> <p>Activities include:</p> <p>Collaborating with Rangitāne o Manawatū on the project Pre-European to Present Day.</p> <p>Organising staff training on basic Te Reo and Tikanga Māori.</p> <p>Installing bilingual signage within the theatre.</p>

3. NEXT STEPS

3.1 The Regent's Annual Report 2022-23 is due to Council Officers on 30 September 2023 and will be presented to the Culture & Sport Committee in November 2023.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	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 outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Arts and Heritage Plan	
The action is: to support CCOs to achieve the objectives of the Arts and Heritage Plan	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Agreeing to the final Statements of Intent is a mechanism for the Committee to provide guidance and direction to the CCOs and meets Council's responsibility to monitor the CCOs under the LGA.

ATTACHMENTS

1. The Regent Theatre Trust_ Statement of Intent 2023-2026 [↓](#) 

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: The Globe Theatre Trust - Final Statement of Intent 2023-2026

PRESENTED BY: Sarah Claridge, Democracy & Governance Advisor

APPROVED BY: Donna Baker, Acting Chief Executive Unit Manager

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

- 1. That the Committee agree the final Statement of Intent 2023-2026 (Attachment 1) submitted by the Globe Theatre Trust Board.**
-

1. ISSUE

- 1.1 The Statement of Intent (SOI) sets out the objectives and activities of the Globe Theatre Trust (the Globe) for the next three years. It serves as a basis for accountability to the Council, as the shareholder, and provides an opportunity for the Council to influence the Globe's direction. The requirements for the SOI are set out in Schedule 8 of the Local Government Act 2002 (LGA).
- 1.2 The purpose of this report is for the Committee to fulfil the requirement under s65(2) of the LGA to agree the final SOI, or if it does not agree, to require the SOI to be modified as set out in clause 6, Schedule 8 of the LGA.
- 1.3 The LGA requires a Council Controlled Organisation (CCO) Board to deliver the final SOI to the shareholder by 30 June. The Globe Theatre Trust has met that requirement.
- 1.4 Under the LGA, Council has the power to modify an SOI to ensure it adequately reflects strategic priorities if it considers that is necessary.

2. BACKGROUND

- 2.1 The Globe is a CCO, which was set up to independently manage the Globe Theatre. A CCO is an organisation in which Council has the right to appoint at least fifty percent of the trustees and must work towards Council's objectives on its behalf.
- 2.2 The Culture & Sport Committee received the Globe's draft SOI at its meeting on 19 April 2023 and made recommendations for the Globe Theatre Trust Board to consider when developing its final SOI (see Table 1).

- 2.3 The Trust Board also requested an additional \$50,000 to its annual operating grant, to employ more support staff. This request was considered and approved by Council during the deliberation of the draft Annual Budget 2023/24. The financials of the SOI have been updated to include the increased operating grant.
- 2.4 The Globe Theatre Trust Board has considered the Council's comments on the draft SOI and made changes in response, as summarised in Table 1.
- 2.5 Overall Officers are content with the strategic direction, and the ambitious and varied list of actions the Globe has outlined in their SOI 2023-26.

Table 1: Comparison of Council comments with the Globe's final SOI 2023-26

Committee's requests for changes to draft SOI 2023-2026	Is it dealt with in the SOI?
<p>ECONOMIC/ SOCIAL IMPACT REPORTING</p> <p>Work with Council Officers to progress through the CCO Chairs and Managers Steering Group.</p> <p>Recommendation</p> <p>Add an objective to collate data on the economic/ social impact of the Globe.</p>	<p>Partially - Not mentioned as an objective/ action but included in the foreword as an activity to be investigated with Council Officers.</p> <p><u>Officer comment</u></p> <p>Council Officers will be looking to progress this action with the cultural CCOs in 2023.</p>
<p>PERFORMANCE MEASURE</p> <p>The international/national events target (17) for 2023-2026 is a little low, since the Globe has already achieved 16 in the first six months of 2022/23.</p> <p>Officers to work with the Globe to explore a stretch target for events for next year.</p> <p>Recommendation</p> <p>Revise the annual target for national/ international events.</p>	<p>Yes, target has been revised to 23 events for 2023/24, with incremental increases for the following years.</p>
<p>PERFORMANCE MEASURE</p> <p>Recommendation</p> <p>That new performance measures about how the Globe honours and implements Te Tiriti o Waitangi partnership, and how the Globe is engaging with, and enabling participation by the city's under-represented communities, be considered.</p>	<p>Yes - The Trust Board has considered this recommendation. Whilst the Board has not created a performance measure for this SOI, it has added commentary around the work which is underway.</p> <p>The foreword discusses:</p> <ul style="list-style-type: none"> 1) the diversity of events hosted by the Globe,

	<p>2) Trust Board has begun engagement with Rangitāne o Manawatū, and</p> <p>3) Creating a brochure to engage local community groups not currently using the theatre.</p> <p>Actions under objective 2 on page 8 outline (1) undertaking community outreach and (2) “working with community hirers to support them to showcase their cultural and performing arts heritage”.</p>
<p>INCREASE IN OPERATING GRANT</p> <p>That the operating grant be increased by \$50,000 per annum – agreed by Council in May 2023.</p>	<p>The Globe has included the additional \$50,000 into its operating grant for 2023/24 (page 14).</p>

3. NEXT STEPS



3.1 The Globe's Annual Report 2022-23 is due to Council Officers on 30 September 2023 and will be presented to the Culture & Sport Committee in November 2023.

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 outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Arts and Heritage Plan	
The action is: to support CCOs to achieve the objectives of the Arts and Heritage Plan	

<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>Agreeing the final Statement of Intent is a mechanism for the Committee to provide strategic guidance and direction to the CCO and meets Council's responsibility to monitor the CCO under the LGA.</p>
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ATTACHMENTS

1. Globe Theatre Trust Board_ Statement of Intent 2023-26  

COMMITTEE WORK SCHEDULE

TO: Culture & Sport Committee

MEETING DATE: 28 June 2023

TITLE: Committee Work Schedule

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Culture & Sport Committee receive its Work Schedule dated June 2023.

COMMITTEE WORK SCHEDULE – JUNE 2023					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Clause number
1.	June 2023	Annual report from PN Public Sculpture Trust	Assistance Chief Executive		Council 29 April 2019 Clause 36.4
2.	June 2023	Final Statement of Intent 2023-26 – Te Manawa, The Globe and The Regent	Assistant Chief Executive		Terms of Reference
3.	June 2023	Feasibility of siting a Chinese Garden within the Victoria Esplanade	Chief Infrastructure Officer	To be included as a site option during the development of the draft proposal for a Chinese Garden, and forwarded to the 2024 LTP process.	Committee of Council 9 June 2021 Clause 28.29-21
4.	June 2023	Annual progress report on the development of heritage themes,	Chief Planning Officer		10 August 2022 Clause 17.2

		including military heritage, across Council programmes			
5.	June 2023	Report to identify and assess ongoing funding arrangement options for PN Public Sculpture Trust, and options for public input to inform the Trust's planning of type and location of future installations	Chief Customer Officer		10 August 2022 Clause 14.2
6.	June September 2023	Investigate options to change the City's coat of arms to better reflect its bicultural heritage	Assistant Chief Executive	In progress.	8 March 2023 Clause 3
7.	September 2023	Annual report on Maintenance and Renewal Plans and Budgets for Cultural Facilities	Chief Infrastructure Officer		25 June 2018 Clause 19.2
8.	September 2023	Play Policy Annual Implementation Monitoring Report	Chief Customer Officer		14 April 2021 Clause 12-21
9.	November 2023	Annual Report: Sport Manawatū 2022/2023 to Palmerston North City Council	Chief Planning Officer		Terms of Reference
10.	November 2023	Aquatic Facilities – Feasibility Study	Chief Planning Officer		17 August 2022 Clause 23-22

11.	November 2023	Annual Report 2022-2023 - Te Manawa, The Globe and The Regent	Assistant Chief Executive		Terms of Reference
12.	April 2024	Update on the Artist in Residence Scheme accommodation	Chief Customer Officer		10 August 2022 Clause 19
13.	June 2024	Development of conservation plan for Caccia Birch House and property, costed and included in the CBH Masterplan programme of work for 2023/24	Chief Infrastructure Officer		Council 2 June 2021 Clause 50.5-21
14.	June 2025	Review of in-house service delivery of Caccia Birch House	Chief Customer Officer		Council 2 June 2021 Clause 50.7-21

ATTACHMENTS

NIL