



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

COMMUNITY COMMITTEE

9AM, WEDNESDAY 9 AUGUST 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

9 August 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. Confirmation of Minutes Page 7

"That the minutes of the Community Committee meeting of 24 May 2023 Part I Public be confirmed as a true and correct record."

7. Hearing of Submissions: Draft Gambling Venue Policies 2023 Page 15

8. Summary of Submissions: Draft Gambling Venue Policies Page 225

Memorandum, presented by Stacey Solomon, Policy Analyst.

9. Impact of changes to SuperGold Card and Community Services Card free parking rules Page 237

Memorandum, presented by Hamish Featonby, Group Manager - Transport & Development and James Miguel, Senior Transport Planner.

10. Review of Companion Card Scheme Trial Page 243

Report, presented by Ahmed Obaid, Community Development Advisor and Stephanie Velvin, Community Development Manager.

11. Papaioea Place Redevelopment Six-Monthly Update Page 253

Memorandum, presented by Bryce Hosking, Group Manager - Property and Resource Recovery.

12. Committee Work Schedule - August 2023 Page 257

13. Karakia Whakamutunga

14. Exclusion of Public

To be moved:

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

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

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

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

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

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

PALMERSTON NORTH CITY COUNCIL

Minutes of the Community Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 24 May 2023, commencing at 9.00am.

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

Non Members: Deputy Mayor Debi Marshall-Lobb and Councillor Leonie Hapeta.

Apologies: The Mayor Grant Smith

Councillor Leonie Hapeta was not present when the meeting resumed at 11.12am. She entered the meeting again at 11.15am during consideration of clause 18. She was not present for clause 17.

Councillor Rachel Bowen was not present when the meeting resumed at 11.12am. She entered the meeting again at 11.31am during consideration of clause 19. She was not present for clause 17 and 18 inclusive.

Councillor Billy Meehan left the meeting at 11.38am during consideration of clause 19. He entered the meeting again at 11.57am during the consideration of clause 21. He was not present for clauses 19 to 20 inclusive.

Karakia Timatanga

Councillor Lorna Johnson opened the meeting with karakia.

12-23 Apologies

Moved Lorna Johnson, seconded Patrick Handcock.

The COMMITTEE RESOLVED

1. That the Committee receive the apologies.

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

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

Declarations of Interest

Councillor Lew Findlay declared a conflict of interest in Item 6: Presentation – Grey Power Manawatū (clause 15) and took no further part in discussion or debate after question time.

Councillor Patrick Handcock declared an interest in Item 11: Development Subsidy request from the Methodist Church of New Zealand Te Haahi Weteriana o Aotearoa Manawatū Rangitīkei Methodist Parish (clause 19) and took no further part in discussion or debate.

13-23

Public Comment

Russell and Ros Hallam

Russell and Ros Hallam, members of the Palmerston North Seniors Reference Group and Age Friendly Palmerston North, spoke in support of extending the concession to give free parking to Gold Card holders in the city centre from 9.00am to 3.00pm Monday to Friday inclusive. As it would encourage older people to participate in activities in the city centre outside of the current concession times and without distraction of time constraints.

They also spoke in support of Palmerston North becoming an Age Friendly city, to promote social and healthy activities for the older sector of the community.

Nigel Fitzpatrick, Sports Manawatū

Nigel Fitzpatrick made the following comments in support of Palmerston North obtaining Age Friendly status:

- Sports Manawatū has a vision of seeing everyone active, this encompasses helping older people being active.
- Need Council mandate to support this.

Moved Lorna Johnson, seconded Patrick Handcock.

The COMMITTEE RESOLVED

1. The Committee resolved that the public comment be received for information.

Clause 13-23 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

14-23

Presentation - Niuvaka Trust Introduction

Presentation, by Dana Kunaiti, General Manager.

Dana Kunaiti from the Niuvaka Trust shared a presentation about who they are and what they do, they also requested further support from Council.

They are a Pasifika community provider catering to those in the Manawatū and Horowhenua. The presentation provided an overview of their services, partnership and alliances, and other agencies they are currently in collaboration with.

Dana Kunaiti made the following comments.

- Currently have approximately 700 clients registered for their services inclusive of approximately 1361 children.
- They have a diverse Pasifika representation across its board and staff.
- Through surveys and research it is noted the top needs have been identified in housing, health, food employment and education.
- Celebrated success of their 'Vaka' festival.
- The Trust currently receives funding through the Ministry of Social Development, but is working towards being financially self-sustaining.
- The Trust requested Council funds of \$200k to support their base-line running costs and \$35k to run their annual 'Vaka' festival. Ideally they would like the funding for 1 July 2023.
- Besides the funding, Council could also support the Trust by provide is by way of advocacy.

Elected Members moved an additional recommendation requesting the funding proposal be considered as part of the Annual Budget deliberations. They also sought further advice from staff on the proposal.

Moved Lorna Johnson, seconded Kaydee Zabelin.

The **COMMITTEE RESOLVED**

1. That the Committee receive the presentation for information.
2. That the request for funding for \$235k be referred to the Annual Budget deliberations.

Clause 14-23 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

15-23

Presentation - Grey Power Manawatū

Presentation, by Lew Findlay, President Grey Power Manawatū and Sally Mayne, Grey Power Membership Secretary.

Grey Power Manawatū made a presentation requesting that the free parking for Gold Card holders be extended to 3.00pm Monday to Friday inclusive. The programme currently provides free parking from 9am – 12 noon on weekdays. Lew Findlay made the following comments in support of the request:

- Would enable further access to local businesses after 12.00pm, including those who volunteer.
- Recognises the increased cost of living for people on fixed incomes.
- When the hours were extended, in the past, from 11.00am to 12.00pm there was very little loss to revenue from parking.

Elected Members moved an additional recommendation seeking further officer advice on the implications of extending the current programme.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

Moved Patrick Handcock, seconded Kaydee Zabelin

2. That the Chief Executive provide a report back to the Committee on the implications of extending free parking for Gold Card and/or Community Services Card Holders from 9.00am to 12.00noon, to 9.00am to 3.00pm or 5.00pm.

Clause 15-23 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

Note:

Councillor Lew Findlay declared an interest as he was the presenter. After answering questions, he withdrew from the discussion and sat in the gallery.

Moved Billy Meehan, seconded Debi Marshall-Lobb.

Note:

On a motion that: 'The Committee recommends that the Gold Card Parking

be extended to 9am-3pm Monday to Friday'. The motion was lost 3 votes to 8, the voting being as follows:

For:

Councillors Billy Meehan, Debi Marshall-Lobb and Leonie Hapeta.

Against:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Orphée Mickalad, Karen Naylor, William Wood and Kaydee Zabelin.

16-23 Presentation - Te Pū Harakeke - Social Wellbeing Forum 2022 Report

Presentation, by Tim Kendrew (Kaiwhakahaere Matua).

Te Pū Harakeke shared a summary of the Social Wellbeing Forum 2022 Report. The purpose of the forum is to give a voice to the social and community sector and those working at the frontline of the city's social welfare organisations. The report highlights the issues for Council to be aware of in the sector.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

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

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

The meeting adjourned at 10.54am

The meeting resumed at 11.12am

Councillors Rachel Bowen and Leonie Hapeta were not present when the meeting resumed at 11.12am.

17-23 Confirmation of Minutes

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the minutes of the Community Committee meeting of 15 March 2023 Part I Public be confirmed as a true and correct record.

Clause 17-23 above was carried 10 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin and

Debi Marshall-Lobb.

18-23

Age Friendly status and funding

Memorandum, presented by Martin Brady, Community Development Advisor, and Stephanie Velvin, Community Development Manager.

The Committee moved a motion to consider funding for the programme at the Annual Budget deliberations and sought additional officer advice on developing a programme to achieving Age Friendly status.

Councillor Leonie Hapeta entered the meeting at 11.16am

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

Moved William Wood, seconded Lew Findlay

2. The Committee resolve to refer a programme to develop an Age Friendly strategy/plan to the Annual Budget deliberations.

Clause 18-23 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

19-23

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

Memorandum, presented by Stephanie Velvin, Community Development Manager.

Councillor Rachel Bowen entered the meeting again at 11.31am.

Councillor Billy Meehan left the meeting at 11.38am

Moved Lorna Johnson, seconded Brent Barrett.

The **COMMITTEE RECOMMENDS**

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

Manawatū Rangitīkei Methodist Parish.

Clause 19-23 above was carried 9 votes to 0, with 1 abstention, the voting being as follows:

For:

Councillors Lorna Johnson, Brent Barrett, Rachel Bowen, Lew Findlay, Orphée Mickalad, Karen Naylor, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

Abstained:

Councillor William Wood.

Note:

Councillor Patrick Handcock declared an interest, withdrew from the discussion and sat in the gallery.

20-23

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

Memorandum, presented by Stacey Solomon, Policy Analyst.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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.

Clause 20-23 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

21-23

Draft Gambling Venue Policies - Approval to Consult

Report, presented by Julie Macdonald, Strategic Policy Manager.

Councillor Billy Meehan entered the meeting again at 11.57am.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

Clause 21-23 above was carried 11 votes to 0, with 1 abstention, the voting

being as follows:

For:

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

Abstained:

Councillor Leonie Hapeta.

22-23 Committee Work Schedule - May 2023

Elected Members requested an update on Library Services as this is included in the Terms and Reference of the Committee. They would like to commence this as an annual report.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Community Committee receive its Work Schedule dated May 2023 including an annual report on Library Services.

Clause 22-23 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen, Lew Findlay, Billy Meehan, Orphée Mickalad, Karen Naylor, William Wood, Kaydee Zabelin, Debi Marshall-Lobb and Leonie Hapeta.

Karakia Whakamutunga

Councillor Lorna Johnson closed the meeting with karakia.

The meeting finished at 12.24pm

Confirmed 9 August 2023

Chair

SUBMISSION FROM CONSULTATION

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Hearing of Submissions: Draft Gambling Venue Policies 2023

RECOMMENDATION(S) TO COMMUNITY COMMITTEE

1. That the Community Committee hear submissions from presenters who indicated their wish to be heard in support of their submission.
 2. That the Committee note the Procedure for Hearing of Submissions, as described in the procedure sheet.
-

SUBMITTERS WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION

Submission No.	Submitter	Page No.
40	Don Martin , NZ Community Trust	91
44	Samantha Alexander , The Lion Foundation	126
8	Jarrod True , Gaming Machine Association of NZ	28
39	Colleen Maxwell , Masonic Hotel	90
45	Kirsty Kang , Policy and Public Health Manager	155
36	Robert Holdaway , National Public Health Service (Midcentral) – Te Whatu Ora	83
52	Adam Parker , Regional Manager, Hospitality NZ	195
53	Lukas Dreyer , ExMed for Cancer Charity	199
51	Martin Cheer , Pub Charity Ltd	175

ATTACHMENTS

1. Submissions 1-71 [↓](#) 
2. Hearing Procedure Sheet [↓](#) 

MEMORANDUM

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Draft Gambling Venue Policies - Summary of Submissions

PRESENTED BY: Stacey Solomon, Policy Analyst

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION TO COMMUNITY COMMITTEE

- 1. That the Committee receive the memorandum titled “Draft Gambling Venues Policies – Summary of Submissions”.**
-

1. ISSUE

In May 2023 Palmerston North City Council (the Council) resolved to consult with the public on its Draft Gambling Venues Policies.

Public consultation has now been completed. This memorandum provides a brief summary of the consultation process and issues which have been raised by submitters (attachment 1).

A detailed summary and advice on the issues raised as well as recommendations for further changes to the draft policies are not provided in this memorandum. Any additional advice will be provided to the September 2023 Community Committee in a subsequent memorandum, as part of the deliberations process.

2. BACKGROUND

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. These policies are required to be reviewed every three years. This is the fifth review of the gambling policies for Palmerston North.

The Council has two gambling policies:

1. The Class 4 Gambling Venue Policy, which relates to pokies (gaming machines) in pubs and clubs. It is used to decide whether the Council will consent to any new venue, and how many gaming machines the venue can operate.

2. The Racing Board Venue Policy, which is used to decide whether the Council will give consent to any new TAB venues in the city. It relates to stand-alone TAB venues, not TAB terminals or kiosks inside pubs.

The policies try to balance the social costs of gambling with the benefits the community receive from the community grants made by gambling trusts.

A social impact assessment was completed as part of this review and is available as part of [the May 2023 Community Committee agenda](#).

3. PROPOSED CHANGES TO THE POLICY

The Council proposed and consulted on the following changes.

Draft Class 4 Gambling Venue Policy 2023

The principle change proposed is the introduction of a 'sinking lid' for venues and pokies in clauses 4.1 and 4.2 of the policy. 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.

The previous approach of the Council has been to set a cap on the total number of machines in Palmerston North, lowering the cap at each review. Of the two approaches, the sinking lid is the simplest and most effective approach to limiting the growth of class 4 gambling.

The Council also proposed to amend clause 4.3, related to the relocations of venues to new premises. The clause now specifies the occasions where the Council, at its sole discretion, will grant consent for the relocation of a venue. Such occasions would be:

- Due to circumstances beyond the control of the operator or the lessee of the premises, the premises are unable to continue operating at the existing location.
- The Authorised Council Officer deems that the circumstances are exceptional.

Other minor wording changes have also been made.

Draft TAB Venue Policy

The draft TAB Venue Policy 2023 changes are minor and include things like the name change of an entity (for example the New Zealand Racing Board is now called TAB NZ).

4. SUMMARY OF SUBMISSION PROCESS

Consultation on the draft policies started on 7 June 2023, and submissions were accepted through to 10 July 2023. The Council consulted with the community using the special consultative procedure ([Local Government Act 2002, s.83](#)), as required by both the [Gambling Act 2003 \(s. 102\(1\)\)](#) and the [Racing Industry Act 2020 \(s.97 \(2\)\)](#).

Notification of the consultation was made via public notice in the Manawatu Standard, supported by posters put up around the city, social media campaign, media release, and direct notification. Consultation material was posted on the [Council's website](#), and printed copies were available at the Customer Service Centre, Central Library, and all other community libraries.

Any community member, business or organisation, other stakeholders or partners identified as being impacted by the proposed amendment were directly contacted with details of the proposal. Any other interested party or person was also able to submit feedback.

The Council received 71 submissions on the draft policies. Attachment 1 to this memorandum identifies the broad themes raised by submitters. The summary should be read in conjunction with the full text of each submission that was made to this consultation (item 6 of the August 2023 Community Committee Agenda).

Submissions received

Of the submissions received, a narrow majority were in support of the proposed changes to the policies.

Table 1 provides an overview of the total support for proposal to replace the current cap on gaming machines with a sinking lid.

Number of submissions that support the proposal	36
Number of submissions that oppose the proposal	31
Number of submissions that don't know / have no opinion	4
Number of submissions that did not state their support (or it is not clear for staff to accurately determine support)	-
Total number of submissions received on the proposal	71

Table 1: Total support for replacing the cap on gaming machines with a sinking lid.

Table 2 provides an overview of the total support for proposal to clarify the wording of clause 4.3 to make clearer when we will grant consent for an existing venue to move to a new location.

Number of submissions that support the proposal	35
Number of submissions that oppose the proposal	21
Number of submissions that don't know / have no opinion	12
Number of submissions that did not state their support (or it is not clear for staff to accurately determine support)	3
Total number of submissions received on the proposal	71

Table 2: Total support for clarifying the wording of clause 4.3.

Table 3 provides an overview of the total support for proposal to clarify the wording of the TAB Venue Policy. The proposed changes are minor, reflecting changes to names.

Number of submissions that support the proposal	36
Number of submissions that oppose the proposal	3
Number of submissions that don't know / have no opinion	26
Number of submissions that did not state their support (or it is not clear for staff to accurately determine support)	6
Total number of submissions received on the proposal	71

Table 3: Total support for clarifying the wording of the TAB venue.

5. NEXT STEPS

Staff will prepare advice on the issues raised by submitters in a subsequent memorandum for the Community Committee. Following the consideration of any recommendations made by the Committee to the Council, Council will be able to adopt the reviewed policies.

The reviewed policies will come into effect shortly thereafter.

6. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? Delegations Manual – Part 2, Community Committee pp. 47 - 48	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?	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 is given. However, the implementation of the Class 4 Gambling Venues Policy and the Racing Board Policy includes a statutory review of the policies which is required by legislation.	
Contribution to strategic direction and to social, economic, environmental and cultural well-	<p>A regular review of policies ensures that they are up-to-date and are contributing to the outcomes that the Council is working towards. Addressing the availability of gambling opportunities contributes towards the reduction of problem gambling.</p> <p>This supports the Council's strategic priorities for:</p>

being	<ul style="list-style-type: none"> • 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.
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ATTACHMENTS

1. Summary analysis of submissions - gambling policies [↓](#) 

MEMORANDUM

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Impact of changes to SuperGold Card and Community Services Card free parking rules

PRESENTED BY: Hamish Featonby, Group Manager - Transport & Development and James Miguel, Senior Transport Planner

APPROVED BY: David Murphy, Chief Planning Officer
Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Committee refer the matter of extending free parking provisions for SuperGold Card holders to be included in the development of the Parking Framework.
-

1. ISSUE

- 1.1 This report is provided in response to the Community Committee's resolution on 24 May 2023 that the Chief Executive provide a report back on the implications of extending free parking for SuperGold Card holders from 9.00am to 12.00 noon, to 9.00am to 3.00pm or 5.00pm, and to extend this to Community Services Card holders.

2. BACKGROUND

- 2.1 Managing Palmerston North's transport system, including carparking, is a complicated process, with many competing demands and users to balance and cater for. Poorly managed public carparking can result in negative outcomes that will undermine the city's desired goals, limit travel choices and further exacerbate the city's car dependency. To avoid these issues parking management needs to be tailored to local conditions with an alignment to wider strategies and planning.
- 2.2 In order to provide a more integrated approach to carparking management, a parking framework is being prepared. The aim of the parking framework will be to ensure that Council decisions and the day-to-day management of carparking give effect to a set of guiding principles which support Council's broader goals and strategies. Development of the parking framework is at the early stages of the process. Initial guidance will be sought from elected members at an upcoming workshop.

- 2.3 Currently in Palmerston North, parking meter charges are applied from Monday to Saturday. Parking is free until 11am on Saturday, and all day on Sunday and public holidays. Meters are operational during the following hours;
- Monday to Friday: 8.30am to 5.30pm
 - Saturday: 11.00am to 3.00pm

2.4 Parking fees are charged at a rate of \$1.70/hour for on-street parking and \$1/hour for off-street parking. Payments can be made at the meter or via the Frogparking mobile app, which allows customers to make payments from wherever they are in the city.

2.5 There are 1,592 sensed parking bays on and within the “ring road”.

2.6 In June 2021 PNCC proposed to increase the parking fees (to the current \$1.70/hour) and extend the operational span of metered parking. This was met with considerable community opposition, and it subsequently resulted in the operational span, outlined in paragraph 2.3, of metered parking not changing. Submissions raised during this process indicated that the community wanted a greater level of involvement in parking management. With a number of key stakeholders for the city (Palmy BID and Manawatu Chamber of Commerce) expressing a desire to be involved in the parking framework.

SuperGold cards

2.7 In 2011 Council passed a resolution that residents of Palmerston North who held a current SuperGold Card would be exempt from paying for parking between the hours of 9 - 11am Monday to Friday. In 2015 this was extended to 9am – noon.

2.8 Annually, SuperGold Card holders who are residents of Palmerston North may apply to Council for SuperGold Parking Permits. The current cost of \$10.00 per permit contributes to the associated administration costs.

2.9 As indicated by the following statistics, the number of SuperGold Parking Permit holders has been reasonably steady over the last three years;

- 2021: 2292
- 2022: 2257
- 2023: 2342

2.10 Between the hours of 9am - noon, Monday to Friday, holders of the SuperGold Parking Permit may display a current Permit on their dashboard and park in any metered car park.

- 2.11 Parking sensors alert parking officers to vehicles that have “overstayed”. Officers then attend the vehicle, sight the Parking Permit ensuring that it is current, before suppressing the alert issued by the sensor to their handheld device. Officers estimate that on average this takes approximately 10 minutes of officer time per alert.
- 2.12 SuperGold parking permits under the current rules are included in the scope of the parking framework and will be reviewed alongside other permits.

Mobility Permits

- 2.13 Mobility Permits are issued by CCS Disability Action.
- 2.14 There are currently 45 Mobility car parks on or inside the “ring road”. Holders of current Mobility Permits may park on any of the Mobility car parks or any metered car park free of charge for the first hour.
- 2.15 As with SuperGold Parking Permit holders, parking sensors alert Parking Officers to vehicles that have “overstayed”. Officers then attend the vehicle, sight the Mobility Permit ensuring that it is current, before suppressing the alert.
- 2.16 CCS Disability Action advise that there are currently 2358 Mobility Permit holders residing in Palmerston North.
- 2.17 Mobility Permits are currently included in the scope of the parking framework and will be reviewed alongside other permits.

Community Services Cards

- 2.18 Currently there are no parking concessions in place for holders of Community Services Cards (CSC).
- 2.19 The Health Entitlement Cards Regulation 1993 govern the authorised uses of a CSC. The uses outlined under regulation 12 allow for a CSC to be produced as evidence of eligibility to access reduced costs for the pharmaceutical, medical, and public transport services. Under regulation 13(3) only an employee of the Ministry of Health and Pharmacists may demand or request to see a CSC as a form of evidence that the individual is a holder of a CSC.

Under the Health Entitlement Cards Regulation 1993, PNCC cannot use the CSC as a way of providing free parking to holders of a CSC.

Parking Data

- 2.20 The following table shows the number of SuperGold Parking Permit suppressions and the assumed monetary value of the suppressions for the last three years.
- 2.21 Available data does not show how long the customer remained in the parking bay. Therefore, two assumptions are made, the first being that the

customer remained for one hour and the second that the customer remained for the full three hours.

Time period	Suppressions by volume	Dollar value (based on one hour parked)	Dollar value (based on three hours parked)
1 July 2019 – 30 June 2020	3194	\$4,791.00	\$14,373
1 July 2020 – 30 June 2021	5822	\$9,897.40	\$29,692.20
1 July 2021 – 30 June 2022	6440	\$10,948.00	\$32,844
1 July 2022 – 30 June 2023	7166	\$12,182.20	\$36,546.6

- 2.22 The following data provides the number of Mobility Parking Permit alerts that have been suppressed and the monetary value of the suppressions for the last three years. Data does not clarify how long the suppression was for and therefore the total by dollar assumes that the customer parked for the maximum free period of one hour.

Date	Suppressions by volume	Dollar value (based on one hour parked)
1 July 2019 – 30 June 2020	253	\$379.50
1 July 2020 – 30 June 2021	488	\$829.60
1 July 2021 – 30 June 2022	511	\$868.70
1 July 2022 – 30 June 2023	580	\$986.00

- 2.23 Usage statistics of Parking from Monday to Friday is shown in the table below. The data shows that the morning has fewer but longer stays compared to the afternoon which has more that stay a shorter time. Please note that this data is heavily 'averaged' in order to show a broad picture but within that usage will be times during the day where there is utilisation at either end of the spectrum from very busy to very quiet.

Period: 1/7/22 - 30/6/23	8am - 12pm	12pm - 5pm
Utilisation Average %	47%	33%
New Occupancies Average	3868	4973
Average Stay Duration (mins)	54	40

Financial Implications

- 2.24 In total the revenue received from paid parking is circa \$3,885,221 per annum and operating costs associated with parking is circa \$2,380,381 including the enforcement and administration costs with the difference between them being utilised to maintain the parking infrastructure.
- 2.25 The increase in time allowance for any of the parking permits is likely to have only a small percentage impact on the revenue stream from Parking, however we cannot model this with the data we have available. If we presumed the worst-case scenario for SuperGold Card holders of double the number of suppressions for 22/23 financial year in section 2.18 then we would be looking at a total of \$73,093 of lost revenue which would equate to a decrease of just under 1%.
- 2.26 The figures presented do not include the economic impact of parking permits on city centre businesses. As many businesses rely on a high turnover rate of carparks, this could potentially have a negative impact due to more vehicles occupying carparks for a longer period of time. This impact cannot be easily modelled with the information that is currently available.

Wider Implications

- 2.27 If the Council elected to extend the current SuperGold free parking hours, this decision will be made in isolation from the wider discussion and analysis that will occur as part of the development of the parking framework. This means that the Council will not be able to get the views of other key stakeholders and will be making the decision prior to confirming its objectives for carparking, which should give effect to the Council's broader goals and strategies.
- 2.28 As noted earlier in paragraph 2.6 parking management has a lot of interest for the community, with a diverse range of needs. While extending the free parking SuperGold hours will likely have benefits for those that are able to access it, there is a reputational risk to the council if it makes a decision to extend the scheme without undertaking wider community engagement or consultation. This risk can be avoided by incorporating the request to extend the SuperGold free parking hours into the development of the ongoing parking framework

3. NEXT STEPS

- 3.1 Officers will ensure that the scope of the parking framework includes consideration of the request to extend the SuperGold Card free parking hours. This will allow for the impacts to be considered alongside the wider parking rules for the city.
- 3.2 Officers will continue with the development of the Parking Framework, including undertaking a workshop with elected members at the end of August to discuss engagement on the framework.

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?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 1: An Innovative and Growing City	
The recommendations contribute to the achievement of action/actions in Transport The action is: Develop, maintain, operate and renew the transport network to deliver on the Council goals, the purpose of this plan, and the Government Policy Statement on Transport	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Ensuring a decision on parking for the city is in line with a parking framework will help align the decision with an overall strategic purpose for the economic wellbeing of the city.

ATTACHMENTS

Nil

REPORT

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Review of Companion Card Scheme Trial

PRESENTED BY: Ahmed Obaid, Community Development Advisor and Stephanie Velvin, Community Development Manager

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

RECOMMENDATION TO COUNCIL

1. That Council agree to support the Companion Card scheme for the remainder of 2023/2024 financial year, and hand over delivery from 2024/2025 onwards to an appropriate arts or social sector organisation (Option 1).

SUMMARY OF OPTIONS ANALYSIS

Problem or Opportunity	Companion Card scheme trial review and options for proceeding
OPTION 1:	Continue to support the Companion Card scheme for the remainder 2023/2024 financial year, and hand over delivery from 2024/2025 onwards
Community Views	<ul style="list-style-type: none"> • Users, venues and Disability Reference Group support continuation of the scheme. • Wider community views have not been sought.
Benefits	<ul style="list-style-type: none"> • Scheme is maintained; people with disabilities continue to have improved accessibility to community events and activities, and venues have broader customer base • Less Council resource required than current model • Council able to move into the role of supporter, funder and advocate of the scheme, and community able to take more ownership • Maintenance of Council's positive reputation
Risks	<ul style="list-style-type: none"> • Less direct control of the scheme administration when handed over. Officers would mitigate this risk with a clear contract for services and ongoing contract monitoring.
Financial	\$15,000 p/a required

OPTION 2:	Continue to deliver the Companion Card with the existing model
Community Views	<ul style="list-style-type: none"> • Users, venues and Disability Reference Group support continuation of the scheme. • Wider community views have not been sought
Benefits	<ul style="list-style-type: none"> • Scheme is maintained; people with disabilities continue to have improved accessibility to community events and activities, and venues have broader customer base • Direct control and leadership of the scheme would continue to sit with Council and Mana Whaikaha • Maintenance of Council's positive reputation
Risks	<ul style="list-style-type: none"> • Reduced opportunity for community ownership and leadership of the scheme
Financial	\$20,000 p/a required
OPTION 3:	Cease the scheme and advocate to central government to adopt a national Companion Card scheme
Community Views	<ul style="list-style-type: none"> • Users, venues and Disability Reference Group do not support discontinuation of the scheme. • Wider community views have not been sought
Benefits	<ul style="list-style-type: none"> • No further operational costs involved (after 2023/2024), beyond a small amount of staff time to coordinate the correspondence
Risks	<ul style="list-style-type: none"> • People with disabilities have reduced accessibility to community events and activities • Loss of customer base for city venues • Reputational risk for Council
Financial	<ul style="list-style-type: none"> • Nil

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Council requested a trial of a Companion Card scheme to reduce barriers for people with disabilities accessing activities and events. The trial has been conducted, and officers have completed an evaluation of the scheme.
- 1.2 The results of the evaluation are presented in this report, alongside options for next steps, for the Committee's consideration.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 In 2016, the Ministry of Culture and Heritage (MCH), alongside the Ministry of Social Development (MSD) undertook the initial policy development for a Companion Card scheme in New Zealand. They investigated the feasibility of introducing a Companion Card programme in New Zealand to reduce the cost barrier for disabled people who require a companion to attend paid-entry activities. They reported that while setting up a Companion Card was feasible, there was a limited evidential base at that time to understand the nature and size of the need, and there was a perceived risk of activity providers not joining the scheme. As a result, the MCH and MSD did not proceed with a national scheme.
- 2.2 On 2 September 2019, Council's Disability Reference Group presented to the Community Development Committee on their first year of activity and their aspirations looking forward. In this presentation, they requested that Council champion the concept of a Companion Card scheme to enable those with a permanent disability and a lifelong need for 'attendant care support' to participate in community activities and attend events.
- 2.3 At that meeting Council resolved:
- "That the Chief Executive be instructed to report back on the feasibility of introducing a Companion Card for those with permanent disabilities".*
- 2.4 On the 5 of August 2020, officers presented a report to the Community Development Committee entitled "[Feasibility of introducing a companion card for those with permanent disabilities](#)".
- 2.5 At that meeting Council resolved:
1. *That Council approve undertaking a partnership with Mana Whaikaha to implement a local Companion Card Scheme (Option 1).*
 2. *That Council approve \$10,000 unbudgeted expense to implement such a scheme.*
 3. *That the scheme be reviewed after 12 months as to its effectiveness and report back to the Community Development Committee.*
 4. *That, at the appropriate time, the Chief Executive write to the cultural CCOs and Council funded ticketed activity providers encouraging them to support the Companion Card scheme.*
 5. *That the Chief Executive write to the Ministry of Culture and Heritage advocating for the introduction of a nationwide Companion Card scheme and offering the Council and Mana Whaikaha as a pilot scheme.*
- 2.6 Subsequently, Programme 1952 was created in the 10 Year Plan 2021-2031, with a budget of \$10,000 in Years 1, 2, and 3.

- 2.7 This report presents the review of the Companion Card scheme as requested by the Committee on 5 August 2020.
- 2.8 As previously communicated to this Committee, delays to the start of the Companion Card scheme trial caused by Covid-19 meant the review was unable to be completed in the original timeframes. The scheme has now been in implementation for two years, and it is officers view that there has been sufficient time 'post-Covid' to assess the scheme's effectiveness.

3. IMPLEMENTATION SUMMARY

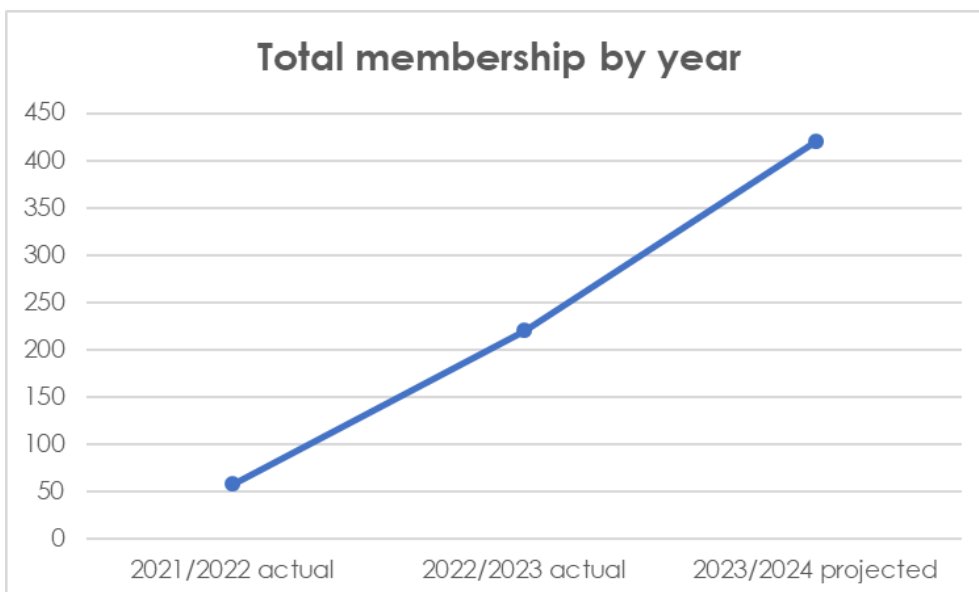
- 3.1 Following the August 2020 resolutions, Council officers entered discussions with Mana Whaikaha to set up and administer a Companion Card scheme. A Memorandum of Understanding (MoU) was signed between Council and Mana Whaikaha on 1 April 2021.
- 3.2 Mana Whaikaha is a disability support service funded by Central Government to give disabled people choice and control over their supports.
- 3.3 Both partners developed the scheme criteria and application processes. Sporty, an online registration and membership management service provider, was identified.
- 3.4 Council paid for the establishment and maintenance of the online registration platform in 2021/2022 (\$3,612) and 2022/2023 (\$3,130). In alignment with the MoU agreement, Mana Whaikaha paid for 2023/2024 (\$2,208).
- 3.5 Mana Whaikaha set up and administered the registration process for disabled people to apply the Companion Card and kept a data base of all registered people throughout the scheme duration.
- 3.6 The Palmy Companion Card scheme was officially launched in August 2021.
- 3.7 Both before and after the launch, Council approached venues to be part of the trial, including Council Controlled Organisations (CCO) and other ticketed activity providers across the city. The following venues and activity providers joined the scheme throughout the trial:

1. Regent on Broadway	13 August 2021
2. Globe Theatre	13 August 2021
3. Te Manawa	13 August 2021
4. Palmerston North Theatre Trust (Centrepoin)	13 August 2021
5. Focal Point Cinema	1 May 2022
6. Creative Sounds Society Inc. (The Stomach)	30 June 2022
7. Esplanade Scenic Railway	October 2022
8. Swimming Pools (CLM)	7 October 2022
9. CET Arena	May 2023
10. Manawatū Rugby	May 2023
11. Lions Mini Golf in the Esplanade	May 2023

- 3.8 Council used the \$10,000 budgeted funds to compensate a select number of venues for the 'companion' tickets. Given that demand was unable to be anticipated and in order to reduce the administrative burden on staff and venues, officers took the approach of providing funds to some venues at the time they joined the trial. As a result, some venues still have 'credit' remaining for future 'companion' tickets. The total amount paid to the venues to date is \$6,000 (paid in 2021/2022). Officers understand the venues have used approximately half of the funds paid.
- 3.9 Council's communications and marketing division also supported the promotion of the Companion Card scheme trial. Throughout the two-year period various communications methods have been employed, including promotion on Council, Mana Whaikaha and venue social media platforms, emailing through known relevant networks, word of mouth from the Disability Reference Group, radio and newspaper promotion, and promotional posters in the venues.
- 3.10 In addition to the venue and marketing costs, which were provided for by the \$10,000 budget, the scheme has taken a reasonable amount of officer time to establish, coordinate and evaluate. It is estimated that this has taken approximately 560 officer hours across the two-year period, equivalent to around \$21,000 in salary. Note this does not account for Mana Whaikaha staff time.
- 3.11 It is also noted that officers contacted the Ministry of Culture and Heritage following the August 2020 report, and the Ministry confirmed their interest in the findings of the Palmerston North scheme.

4. UPTAKE OF THE SCHEME

- 4.1 To date, 239 people have obtained Companion Card membership. There have been a further 29 applications which were declined (12 duplications, 10 out of region, 6 not eligible and 1 other).



- 4.2 Rate of new membership over time looks to be trending upwards, with 58 new memberships in 2021/2022, 162 in 2022/2023 and 19 in July 2023.
- 4.3 Four venues have collected usage data to help assess the uptake: The Regent on Broadway have advised that 14 users have used the card 25 times; The Globe Theatre has had 6 users with 24 visits; Centrepont Theatre have recorded 5 users with 10 visits; Focal Point Cinema confirmed there have been 76 visits.
- 4.4 Due to COVID-19, the initial uptake of the Companion Card scheme in the city was slower than originally anticipated. People eligible for the Companion Card, many of whom have additional health vulnerabilities, were hesitant to go out in the community and participate in regular activities long after the formal restrictions had been removed.
- 4.5 Despite the slow start, officers are satisfied that the scheme has now gained momentum, and there are people in the community who are making good use of their membership.

5. FEEDBACK

- 5.1 In order to assess the effectiveness of the scheme, in addition to reviewing membership and usage data, officers have surveyed both users and venues for their feedback and sought the views of the Disability Reference Group.
- 5.2 There is consensus across these three groups, that they see benefit in the Companion Card scheme continuing.
- 5.3 Venues are in support of the scheme continuing as they are now starting to see increased uptake from users. Venues that are hired out to third party event providers have also fed back that with continued funding for the scheme they can incentivise further event providers to accept the scheme for their events and build evidence over time of the financial benefit of this inclusivity.
- 5.4 In a survey conducted in March 2023, users were asked to rate their experience using the Companion Card. 21 users responded, and whilst the response rate was low, the findings provide an indication of the user experience so far. Findings included:
 - When asked to rate their experience of using the Companion Card, the average score was 3.7 (1 being poor, 5 being excellent).
 - When asked if they have used the card, 11 users answered 'Yes, more than once', 6 users answered 'Yes, only once' and 4 users answered 'No'.
 - Users were asked if having a Companion Card encouraged or enabled them to access more events and activities in their community. 13 answered 'Yes', 2 answered 'Same', and 5 answered 'No'.
 - Additional venues were also requested by the users, including Event Cinema, Bowlarama, Lazer Tag, Daytona Go carts and a driving range.

- 5.5 Officers spoke with the Disability Reference Group at their most recent meeting in July 2023. Members expressed the need for the scheme to continue to be supported by Council and Mana Whaikaha in order to succeed, as they felt it would take time to normalise the use of the card within the community.
- 5.6 Mana Whaikaha have confirmed their ongoing support of the scheme and are supportive of both options one and two presented below.
- 5.7 Overall, based on the information that has been gathered officers consider that the trial of the Companion Card scheme has been successful, and the scheme is proving effective in its aim of reducing cost barriers for people with disabilities to participate in community events and activities.
- 5.8 Officers are also pleased with the number of local venues who have joined the scheme, dispelling one of the perceived risks identified by the Ministry of Culture and Heritage in their 2016 feasibility assessment.
- 5.9 Officers therefore consider there are several options moving forward, as described below, and seek the Committee's direction on how to proceed.
- 6. DESCRIPTION OF OPTIONS**
- 6.1 Option 1: Continue to support the Companion Card scheme for 2023/2024, and hand over delivery from 2024/2025 onwards.**
- 6.2 As the concept has now been proven, and the processes and tools to deliver the scheme are established, following one further year of Council and Mana Whaikaha delivery in 2023/2024, the most efficient model of delivery will be to fund an organisation in the arts or social sector to undertake the administration and coordination.
- 6.3 Council and Mana Whaikaha can remain involved in the scheme in support and funding roles, providing additional promotion through organisational platforms, continuing to advocate to central government, and providing subject matter expertise where required.
- 6.4 The subscription with the Sporty application can be transferred to the contracted organisation, including the website, and there would be a full handover with the venues. General information can remain on the Council website.
- 6.5 Costs involved in this option include the funds for the contracted organisation, which officers propose to be \$15,000 per annum (allowing for an average of approx. 5 hours work per week, plus additional costs such as card printing, plus venue costs). There would be a much lower burden on officer time with this option following the handover, with only a minimal amount of resource required to monitor the contract and undertake the support as described at 6.3 above; officers are satisfied that this can be delivered within existing

resource. Note this assumes Mana Whaikaha continue to fund the subscription to the Sporty application.

- 6.6 If this option is selected, officers would also put forward a programme to the 10 Year Plan accordingly.
- 6.7 Officers would also re-establish communication with the Ministry of Culture and Heritage, providing them with information from this trial for consideration of a national scheme. Though unlikely to occur in the short term, if a national scheme were to be established over the top of the local scheme, officers will work to ensure the schemes are integrated.
- 6.8 **Option 2: Continue to deliver the Companion Card with the existing model.**
- 6.9 Rather than contracting the scheme out to another organisation, Council and Mana Whaikaha can continue to deliver the scheme as it is currently.
- 6.10 This delivery model has a higher burden on resources, equivalent to around \$10,000 per annum for staff time, as well as the \$10,000 per annum required for promotional, card printing and venue costs. Total ongoing programme cost from 2023/2024 would be \$20,000 per annum.
- 6.11 If this option is selected, officers would put forward a programme to the 10 Year Plan accordingly.
- 6.12 Officers would also re-establish communication with the Ministry of Culture and Heritage, providing them with information from this trial for consideration of a national scheme. Though unlikely to occur in the short term, if a national scheme were to be established over the top of the local scheme, officers will work to ensure the schemes are integrated.
- 6.13 **Option 3. Cease the scheme and advocate to central government to adopt a national Companion Card scheme.**
- 6.14 Council and Mana Whaikaha can wind down the programme this year, with a view to ceasing it at June 2024.
- 6.15 Officers would re-establish communication with the Ministry of Culture and Heritage, providing them with information from this trial for consideration of a national scheme.

7. ANALYSIS OF OPTIONS

- 7.1 On consideration of the three options, officers view that option one will provide the greatest benefits to the community at the lowest cost.
- 7.2 The users, venues and Disability Reference Group are in support of continuing the scheme, as it is proving to reduce barriers for people with disabilities in accessing community events and activities and broadening the customer base available to venues. There is also a feeling amongst these groups that

the scheme is only just now beginning to gather momentum and has further potential to grow.

- 7.3 Given the positive feedback on the scheme, officers have considered possibilities for the most efficient model of delivery moving forward, with a view to moving into the role of supporter, funder and advocate, rather than delivery. Now the scheme is established (with one additional year already paid 'up front' with the venues and the Sporty application to embed processes further), it will be possible to hand the administration and coordination of the scheme over to another organisation from July 2024 and have the programme continue successfully.
- 7.4 In addition to reducing the resource burden on staff, this option will also ensure greater community ownership and leadership of the scheme, which more strongly aligns with Council's strategic direction for working towards community aspirations. While Council would have greater control over the day to day administration of the scheme if it was retained in the current model, this risk can be mitigated through the implementation of a clear agreement and regular contract monitoring.
- 7.5 Both option one and option two provide additional benefits in terms of maintaining the positive reputation Council has built with the disability sector as a result of their implementation of the scheme thus far; whereas option three would likely result in reputational damage.

8. CONCLUSION

- 8.1 This report has provided information on the implementation of the Companion Card scheme, which commenced in August 2021. Officers have reviewed feedback and data available and assessed that the scheme is providing positive benefits for the community.
- 8.2 This report has also provided options on how to proceed with the scheme, and recommends the Committee proceed with option one, as described above.

9. NEXT ACTIONS

- 9.1 If proceeding with the recommended option, officers will continue to work with Mana Whaikaha to deliver the scheme as it is in 2023/2024, including continued work to promote the scheme to new potential members and additional venues.
- 9.2 Officers will also work with Mana Whaikaha to investigate options for a physical card for members, as requested in the feedback from users and the Disability Reference Group.
- 9.3 Officers will also re-establish communication with the Ministry of Culture and Heritage, providing them with information from this trial for consideration of a national scheme. Though unlikely to occur in the short term, if a national

scheme were to be established over the top of the local scheme, officers will work to ensure the schemes are integrated.

9.4 Alongside this, to achieve ongoing sustainability following 2023/2024, officers and Mana Whaikaha will begin the process of identifying an organisation in the arts or social sector to take on the coordination and delivery of the scheme in future, allowing Council to move into a support and funding role.

9.5 Officers will provide an update to the Community Committee mid-2024.

10. 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 3: A Connected and Safe Community	
The recommendations contribute to the achievement of action/actions in Connected Communities	
The action is: Goal 3 'A connected and safe community'. Priority 1: "develop, provide, and advocate for services and facilities that create a connected, welcoming, and inclusive community.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Companion Card scheme delivers social, economic and cultural benefits for the community of Palmerston North.

ATTACHMENTS

Nil

MEMORANDUM

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Papaioea Place Redevelopment Six-Monthly Update

PRESENTED BY: Bryce Hosking, Group Manager - Property and Resource Recovery

APPROVED BY: Chris Dyhrberg, Chief Infrastructure Officer

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Community Committee receive the memorandum titled 'Papaioea Place Redevelopment Six-Monthly Update', presented on 9 August 2023.
-

1. ISSUE

- 1.1 The Infrastructure Committee requested six-monthly updates be provided throughout the duration of the project. These updates will now be presented to the Community Committee.
- 1.2 This will be the final project update for the Papaioea Place redevelopment as the project will be completed prior to the next 6-monthly update being due.
- 1.3 A project close-out report will be presented to Council in due course for all three stages of the redevelopment.

2. BACKGROUND

- 2.1 The Papaioea Place project is a social housing redevelopment project that is delivered through a design and build contract between Palmerston North City Council (Principal) and Latitude Homes (Contractor) of New Plymouth.
- 2.2 Papaioea Place Stages 1 and 2 have already been delivered on the site. This saw the demolition of the old 48 housing units which were no longer fit for purpose and replaced with 78 new units along with supporting infrastructure.
- 2.3 Stage 3 of the project will see a further seven units and a tenant lounge being constructed in the centre of the site. It is funded through Programme 1743 – Social Housing – Papaioea Stage 3.
- 2.4 Site meetings and Project Control Group meetings are held each month and this report is a summary from the July 2023 meeting.

3. PROJECT UPDATE – UP TO 31 JULY 2023

Health and Safety

- 3.1 There were no new health and safety incidents reported since the last report.
- 3.2 For context, there have been only three Health and Safety ‘near misses’ to date for the life of the project over all three stages of the development.

Programme Update

- 3.3 Construction of the final seven units was completed in April 2023. Three of these units were the standard accessibility-friendly units consistent with the balance of the complex, whereas four of these units had a slightly larger footprint and were built to be fully accessible. This was a consent requirement.
- 3.4 Construction of the tenant lounge at the centre of the complex commenced as planned, however, has seen a circa 15-week delay, now forecast for completion in October 2023. The delays to the lounge were the result of adverse weather when completing earthworks, and a minor redesign of the structural foundation posts and steel framing which also required a revised building consent.
- 3.5 The activities to be undertaken in August 2023 will include completion of the tenant lounge roofing, internal framing, and lining, as well as the roading reinstatement works.

Financial

- 3.6 There is an approved Programme Budget for Stage 3 of \$4.2M incl. GST.
- 3.7 With a year-to-date spend of circa \$2.9M incl. GST, and despite the delays, Stage 3 continues to track within budget.

4. NEXT STEPS

- 4.1 Council officers will continue with the construction of Stage 3 of Papaioea Place as per construction programme.

5. 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 Connected Communities		
The action is: Upgrade the Papaioea housing complex.		
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	<p>The Papaioea Place Redevelopment will:</p> <ul style="list-style-type: none"> • Increase Council's social housing to help meet the demand for this type of housing and reduce the housing waiting list. • Improve the housing condition of the complex by replacing the old units; and • Provide a complex that delivers on the Social Housing Plan. 	

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Community Committee

MEETING DATE: 9 August 2023

TITLE: Committee Work Schedule - August 2023

RECOMMENDATION TO COMMUNITY COMMITTEE

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

COMMITTEE WORK SCHEDULE – AUGUST 2023

Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause number
9 August 2023	Feasibility of introducing a Companion Card for those with permanent disabilities – 12-month review	Chief Customer Officer	Affected by Covid – trial extended to the new year	5 August 2020 Clause 34.4
9 August 2023 22 November 2023	Review of Sector Leads trial	Chief Customer Officer	Too early - original report indicate due late 2023	8 June 2022 Clause 7-22
9 August 2023	Papaioea Place Redevelopment Six Monthly Update	Chief Infrastructure Officer		
9 August 2023 22 November 2023	Opportunity to establish a natural burial cemetery in the Manawatū - Progress report	Chief Infrastructure Officer	Resource constraints/ pending external advice	Council 1 June 2022 Clause 60-22
9 August 2023	Implications on extending free parking for Gold Card Holders and/or Community Service	Chief Financial Officer/Chief Customer Officer/Chief		24 May 2023 Clause 15-23

	Card Holders	Planning Officer		
27 September 2023	Addressing Home Insecurity (Night Shelter) - Update Report	Chief Customer Officer		15 March 2023 Clause 10-23
27 September 2023	Annual Report - Community Funding Allocation 2022/23	Chief Customer Officer		Rec 1c of the Community Grants & Events Funding Review - May 2021
22 November 2023	Disability Reference Group - Annual Presentation	Chief Customer Officer		Invitation to present 4 November 2020 Clause 41-20
22 November 2023	Community Reference Groups - Terms of Reference Review	Chief Customer Officer		1 December 2021 Clause 24-21 Terms of Reference 1.5
22 November 2023	Social Housing Programme - Progress Report	Chief Infrastructure Officer		15 March 2023 Clause 11-23
Early 2024	Develop a City Wide Food Resilience and Security Policy	Chief Planning Officer		31 May 2023 Clause 88.10-23
Early 2024	Develop a Community Housing Partnership Plan	Chief Customer Officer/ Chief Planning Officer		31 May 2023 Clause 88.9-23
Early 2024	Welcoming Communities - Annual Report	Chief Customer Officer		4 November 2020 Clause 43-20
Early 2024	Pasifika Reference Group - Annual Presentation	Chief Customer Officer		
Early 2024	Seniors Reference Group - Annual Presentation	Chief Customer Officer		

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
Early 2024	Community Spaces Feasibility Study - to include Libraries, Pasifika Hub and community space in Highbury	Chief Planning Officer		31 May 2023 Clause 88.14-23
Early 2024	Develop an Age Friendly Plan	Chief Customer Officer/ Chief Planning Officer		31 May 2023 Clause 88.15-23
Early 2024	Annual Report on Library Services	Chief Customer Officer		24 May 2023 Clause 22-23