



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

COMMUNITY COMMITTEE

9AM, WEDNESDAY 27 SEPTEMBER 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

27 September 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: Amanaki STEM Academy Page 7

7. Confirmation of Minutes Page 9

“That the minutes of the Community Committee meeting of 9 August 2023 Part I Public be confirmed as a true and correct record.”

8. Summary of Community Funding Allocations 01/07/2022 - 30/06/2023 Page 17

Memorandum, presented by Cindy Nguyen, Community Development Advisor, and Stephanie Velvin, Community Development Manager.

9. Draft Gambling Venue Policies - Deliberations Report Page 41

Memorandum, presented by Stacey Solomon, Policy Analyst.

10. Committee Work Schedule - September 2023 Page 79

11. Karakia Whakamutunga

12. Exclusion of Public

To be moved:

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

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

of this resolution are as follows:

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

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

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

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

PRESENTATION

TO: Community Committee

MEETING DATE: 27 September 2023

TITLE: Presentation: Amanaki STEM Academy

RECOMMENDATION TO COMMUNITY COMMITTEE

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

SUMMARY

Amanaki STEM Academy encourages and normalises the uptake and achievement rates of Science, Technology, Engineering and Mathematics (STEM) subjects among Pasifika students aged 9 - 18 years old in the Manawatu.

Viliami Teumohenga and Tanya Koro are founders of the academy and will be presenting an overview of how the academy is tracking thus far, the challenges it faces as a Not for Profit Charitable Trust and how Council can support the work it does alongside the community. They will also be accompanied by board member, Taupo Tani.

ATTACHMENTS

NIL

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 09 August 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: Councillors Roly Fitzgerald, Leonie Hapeta and Debi Marshall-Lobb.

Apologies: The Mayor (Grant Smith), Councillor Rachel Bowen (early departure on Council business)

Councillor Rachel Bowen was not present when the meeting resumed at 12.59pm. She was not present for clauses 29 to 31 inclusive.

Councillor Roly Fitzgerald was not present when the meeting resumed at 12.59pm. He entered the meeting at 1.10pm during consideration of clause 29.

Karakia Timatanga

Councillor Lorna Johnson opened the meeting with karakia.

23-23 Apologies

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 23-23 above was carried 13 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, Roly Fitzgerald and Leonie Hapeta.

Declarations of Interest

Councillors Patrick Handcock, Leonie Hapeta, William Wood and Billy Meehan declared an interest only (no conflict or pecuniary interest) in

item 7 and 8.

Councillor Lew Findlay declared an interest only (no conflict or pecuniary) in item 7, 8 and 9.

24-23 Public Comment

Mr Hugh O'Connell and Ms Natalie McLean both co-chairs of the Disability Reference Group made public comment regarding Item 9, Impact of changes to SuperGold Card and Community Services Card free parking rules (clause 28-23). They made the following comments:

- Supported Grey Powers request to extend free parking and would like this request to also include those who have mobility parking permits in Palmerston North.
- Stated around 80% mobility parking permit holders are over 60 years, leaving 20% or around 472 people under 60 years; this is likely to be a small impact on the parking revenue stream.
- Would like Council to see this as an investment, bringing more quality of life and access to the community for those with disabilities.
- Would like mobility parking permit holders to be included in the Parking Framework discussions on this matter.
- The cost of living impact will be particularly pertinent to those in their group under 60 years, as they are likely to be beneficiaries.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the public comment.

Clause 24-23 above was carried 13 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, Roly Fitzgerald and Leonie Hapeta.

25-23 Confirmation of Minutes

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

Clause 25-23 above was carried 13 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, Roly Fitzgerald and Leonie Hapeta.

26-23

Hearing of Submissions: Draft Gambling Venue Policies 2023

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the 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.

Clause 26-23 above was carried 13 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, Roly Fitzgerald and Leonie Hapeta.

The Committee considered submissions on the Draft Gambling Venue Policies 2023 together with supporting oral statements including additional tabled material.

The following people appeared before the Committee and made oral statements in support of their submissions and replied to questions from Elected Members, the additional points being:

Don Martin, NZ Community Trust (40)

Don Martin spoke to the submission but made no additional comments.

Further information (presentation) was tabled at the meeting for circulation to Elected Members.

Samantha Alexander, The Lion Foundation (44)

Samantha Alexander spoke to the submission but made no additional comments.

Further information (presentation) was tabled at the meeting for circulation to Elected Members.

Jarrold True, Gaming Machine Association of NZ (8)

Jarrold True spoke to the submission but made no additional comments.

Further information (presentation) was tabled at the meeting for circulation to Elected Members.

Colleen Maxwell, Masonic Hotel (39)

Colleen Maxwell spoke to her submission and made the following additional comments:

- The patrons that enter her business are of legal age and able to make their own decisions. Her business is there to support them.
- The staff are well trained to deal and identify signs of problem gamblers and they have very little issues with patrons on this.
- The business also sponsors the Amputee Society of Manawatū & Districts Inc.
- The current settings in the business are working well and the business is already operating under its own sinking lid model.
- Paragraph 4.3 of the consultation document needs rewording as it was ambiguous, and she requests clarification.

Further information (Document from the Amputee Society of Manawatū & Districts Inc.) was tabled at the meeting for circulation to Elected Members.

Kirsty Kang and Bonnie Lovich-Howitt, Problem Gambling Foundation Group (45)

Bonnie Lovich-Howitt spoke to the submission but made no additional comments.

Further information (presentation) was tabled at the meeting for circulation to Elected Members.

Dr Janine Stevens and Gillian Anderson, Te Whatu Ora (36)

Dr Janine Stevens and Gillian Anderson spoke to their submission but made no additional comments.

Further information (presentation) was tabled at the meeting for circulation to Elected Members.

Adam Parker, Hospitality NZ (52)

Adam Parker sent his apologies during the meeting and did not speak to his submission.

Lukas Dreyer, ExMed for Cancer Charity (53)

Lukas Dreyer spoke to the submission and made the following additional comments:

- There is a large amount of funding from the gambling machines that goes to charities. The charities that receive

these funds make a long term difference in our society.

- It does not make sense to take the machines away unless there is an alternative of replacing the funding that would effectively be lost.

Martin Cheer, Pub Charity Ltd (51)

Martin Cheer spoke to the submission but made no additional comments.

27-23 Draft Gambling Venue Policies - Summary of Submissions

Memorandum, presented by Stacey Solomon, Policy Analyst.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled "Draft Gambling Venues Policies – Summary of Submissions".

Clause 27-23 above was carried 13 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, Roly Fitzgerald and Leonie Hapeta.

The meeting adjourned at 10.49am.

The meeting resumed again at 11.08am.

28-23 Impact of changes to SuperGold Card and Community Services Card free parking rules

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

Officers noted an error in the report in paragraph 2.25. The reference to 2.18 should read 2.21 instead.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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.

Clause 28-23 above was carried 7 votes to 6, the voting being as follows:

For:

Councillors Lorna Johnson, Patrick Handcock, Brent Barrett, Rachel Bowen,

Orphée Mickalad, Karen Naylor and Debi Marshall-Lobb.

Against:

Councillors Lew Findlay, Billy Meehan, William Wood, Kaydee Zabelin, Roly Fitzgerald and Leonie Hapeta.

The meeting adjourned at 11.55am.

The meeting resumed again at 12.59pm.

Councillors Rachel Bowen and Roly Fitzgerald were not present when the meeting resumed.

29-23 Review of Companion Card Scheme Trial

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

Councillor Roly Fitzgerald entered the meeting again at 1.10pm.

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RECOMMENDS**

1. That Council agree to support the Companion Card scheme for the remainder of 2023/24 financial year, and plan to hand over delivery from 2024/25 onwards to an appropriate arts or social sector organisation (Option 1).

Clause 29-23 above was carried 12 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, Roly Fitzgerald and Leonie Hapeta.

30-23 Papaioea Place Redevelopment Six-Monthly Update

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

Moved Lorna Johnson, seconded Patrick Handcock.

The **COMMITTEE RESOLVED**

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

Clause 30-23 above was carried 12 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, Roly Fitzgerald and Leonie Hapeta.

31-23 Committee Work Schedule - August 2023

Moved Lorna Johnson, seconded Patrick Handcock.

The COMMITTEE RESOLVED

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

Clause 31-23 above was carried 12 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, Roly Fitzgerald and Leonie Hapeta.

Karakia Whakamutunga

Councillor Lorna Johnson closed the meeting with karakia.

The meeting finished at 1.15pm

Confirmed 27 September 2023

Chair

MEMORANDUM

TO: Community Committee

MEETING DATE: 27 September 2023

TITLE: Summary of Community Funding Allocations 01/07/2022 - 30/06/2023

PRESENTED BY: Cindy Nguyen, Community Development Advisor, and Stephanie Velvin, Community Development Manager

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

RECOMMENDATION TO COMMUNITY COMMITTEE

1. That the Committee receive the report titled 'Summary of Community Funding Allocations from 01/07/2022 - 30/06/2023' to the Community Committee on 27 September 2023.
-

1. ISSUE

- 1.1 Council wishes to see an annual overview of all community funding.

2. BACKGROUND

- 2.1 Palmerston North depends on having a capable and sustainable community and voluntary sector to support a connected, safe and vibrant community. To this end, the Council funds a wide range of community groups, organisations and individuals via several contestable initiative-specific and outcomes-focused grant programmes.
- 2.2 In May 2021, as a result of the Business Assurance Review of community grants and events funding, it was determined that a yearly report on the performance of all grants be presented to the Council with recommendations for change where applicable.
- 2.3 This is the third yearly report.
- 2.4 This report has been prepared by Community Development, with input from Council's Events, Marketing, Resource Recovery, Youth Services, and Strategic Planning teams, as well as Te Pū Harakeke and Sport Manawatū.

3. DISCUSSION

Overview

3.1 This report will provide information and analysis on the performance of Council's community funding programmes delivered in the 2022/2023 financial year.

3.2 The funding programmes (also referred to as Grants or Fund) included in this report are:

- a. Strategic Priority Grants**
- b. Community-led Initiatives Fund**
- c. Community Development Small Grants Fund**
- d. Community Training Fund**
- e. Creative Communities Scheme**
- f. Arts Event Fund**
- g. Major Events Fund**
- h. Sports Event Partnership Fund**
- i. Sponsorship Funds**
- j. Natural and Cultural Heritage Incentive Fund**
- k. Palmerston North Youth Council Scholarships and Grants Fund**
- l. Resource Recovery Fund**
- m. Active Communities Fund**

3.3 This report will provide an overview of each fund for the 2022/2023 financial year, comment on trends seen over the previous three years of the funding programme where applicable, and comment on the future of each fund.

3.4 Following the overview by the fund, this report will provide insight into overall themes across the funding programmes.

Context

3.5 Contestable community funding is a tool used to support community development, as a mechanism to devolve resources into the community to support community-led activity. For the Council, other benefits of grant funding processes include facilitating interactions between the Council and the community as opportunities to build relationships, providing the Council with intel via applications and reporting as to the challenges and opportunities present in communities, and providing capability-building opportunities for the community sector. A common challenge of contestable community funding approaches is oversubscription, or demand outstripping

supply, particularly as community and voluntary sectors grow in size and capability. As the Council cannot afford to fund all requests, staff draw on guidelines, policy and expertise to prioritise available funding. Staff also use a range of other tools to support capacity and capability building in the community and voluntary sector.

- 3.6 In 2018, Council began moving funding administration to the cloud-based software SmartyGrants. This saves both Council and grant recipients time and resources, allowing the Council to focus on getting the best outcomes for the community. It also ensures staff can easily access application data and preserve information for the future. There are now 17 active funding programmes administered on this software. Moving forward, staff are working with Sport Manawatū to explore bringing their funding on to the platform.
- 3.7 The policy guiding the administration of Council's funding programmes was the Support and Funding Policy 2022, which was endorsed by the Council in April 2022.
- 3.8 It is noted that this report includes a snapshot only of the Active Communities Fund, and the Sports Event Partnership Fund, as detailed information on these funds is reported on separately by Sport Manawatū.
- 3.9 It is noted that residents' satisfaction (rating 'satisfied' or 'highly satisfied') with Council funding and support for community groups, as per the Residents' Survey 2023, has decreased from 45% in 2022 to 41% in 2023; however, when factoring in that 45% of respondents were 'neutral' in 2023, it shows that there was also a decrease in the percentage of respondents who were 'dissatisfied' or 'very dissatisfied', reducing from 16% in 2022 to 13% in 2023.
- 3.10 Therefore, in the context of the overall drop in satisfaction with Council across the survey, and taking into consideration informal feedback received from applicants, which has been positive, staff do not have significant concerns with the result. Despite this, staff continue to work to improve funding processes to ensure accessibility; examples of this include the reintroduction of the Palmerston North Funders Expo, which was held in July 2023 and saw over 200 attendees from the community and 19 funders represented, and the development of new resources to assist community to navigate our various funding options.

Information by fund

3.11 **Strategic Priority Grants (SPG)**

Purpose: To activate the potential of the community sector to deliver on the Council's strategic direction, specifically Goals 2, 3 and 4, through three-year funding agreements.

The Strategic Priority Grants (SPG) programme is the Council's largest funding stream available for the for-purpose sector. With three-year funding agreements, it provides organisations with a higher level of certainty in their

operations than annual or project-specific funding. It is also one of the few funding programmes available for back-office costs, and many SPG recipients rely on this funding to contribute to staff salaries and overheads.

Budget 2022/2023: \$1,444,096

Allocation process: Once every three years, a staff panel assesses SPG applications received via SmartyGrants according to the criteria and principles in the funding policy. Due to demand and the relative complexity of the applications, the allocation process involves multiple steps, including initial individual staff assessments, a small group assessment and ranking stage, and a full panel moderation stage.

2022/2023 Year: This was the first year of the 2022/2025 three-year contract period. Funding has been allocated to 43 groups, 7 of which are new to this fund.

Graph 1 below shows the allocation of total funds by Goal for SPGs in this contract period compared to the previous period. It is noted that most groups' work can be attributed to more than one Goal, however, the Goal to which they most align has been selected for the purpose of this analysis. This round there has been an increase in the number of groups funded who are providing services aligned with Goal 3, with 35 groups primarily contributing towards Connected and Safe priorities, representing 81% of the total funds.

Creative & Exciting, Goal 2, and Eco-city, Goal 4 have four groups each contributing, representing 9% of the total funds each. This distribution is expected as Goals 2 and 4 tend to have more alternative funding avenues, there are fewer not-for-profit groups operating in the city in the Goal 2 and 4 areas, and fewer applications were received towards these Goals.



Graph 1

Performance data submitted by SPG recipients showed that there were over 450,000 client interactions (recipients of a service, visitors to a facility, workshop and event attendees, etc.) across all groups this year. Collectively, 4,816 'services' were delivered, including programmes, events, projects, workshops, engagement hui, and more. These figures demonstrate the significant impact and role the SPG recipient organisations, and their facilities and services, have on the day-to-day lives of the community.

There were also 1,528 volunteers reported as supporting the activities delivered by the groups during the year, demonstrating a significant level of civic engagement and community connectivity underpinned by these groups.

91% of all clients were highly satisfied or satisfied with the programme or service they received or participated in.

In terms of outcomes achieved, the data shows that 95% of clients reported an increased sense of community connection, 92% of clients reported an increase of confidence and/or that they had gained new skills, knowledge and experience, and 96% of clients reported that they had received information and advice to meet their needs (note not all organisations have all outcomes measured, outcomes are measured as relevant to the services delivered).

Sector Leads: All seven Sector Lead groups completed annual reports to their respective Committees in early 2023, and they continue to meet, together with staff, regularly. The success of the Sector Leads trial will be reported on separately to this Committee in November 2023.

Future of the fund: As resolved in the previous annual funding report, staff are currently preparing a proposal for a revised Strategic Priority Grants structure, for consideration in the Long-Term Plan 2024-2034 process.

3.12 **Community-led Initiatives Fund**

Purpose: To provide communities with the resources to deliver their own small-scale community-led initiatives, including events and projects, that will primarily benefit Palmerston North communities of identity, place, or interest.

This fund is to support initiatives provided by the community for the community. Open year-round, it gives Council flexibility to support community-led initiatives as they emerge.

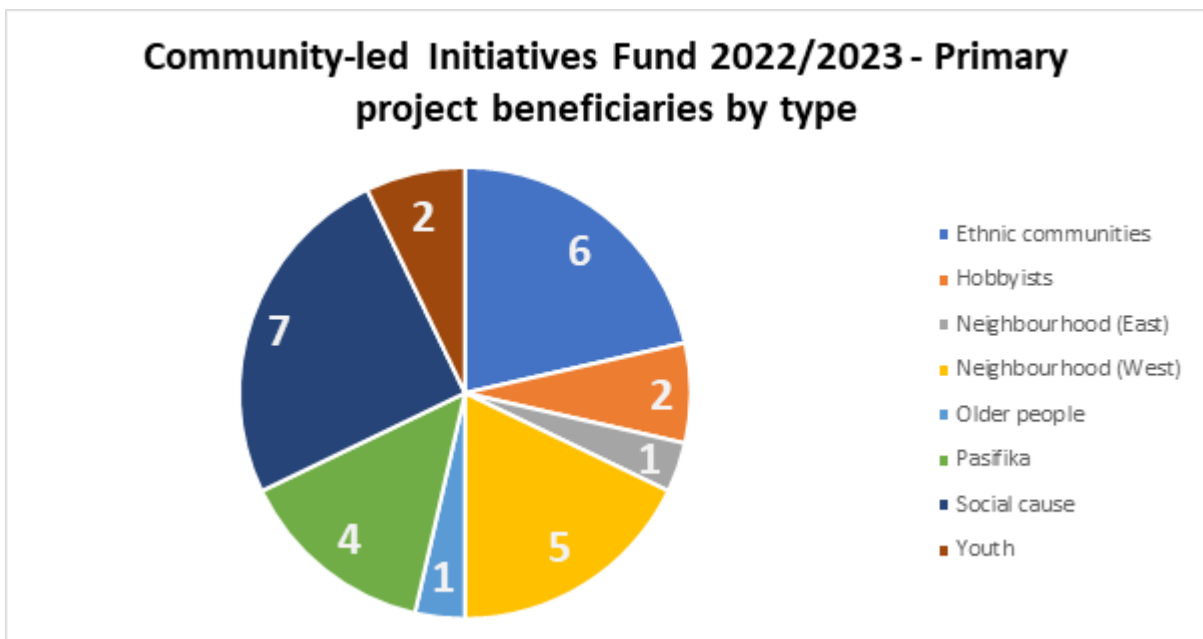
Budget 2022/23: \$164,233

Allocation process: Applications are received via SmartyGrants, and assessed by a panel of two officers, including a first full assessment and a second peer review assessment.

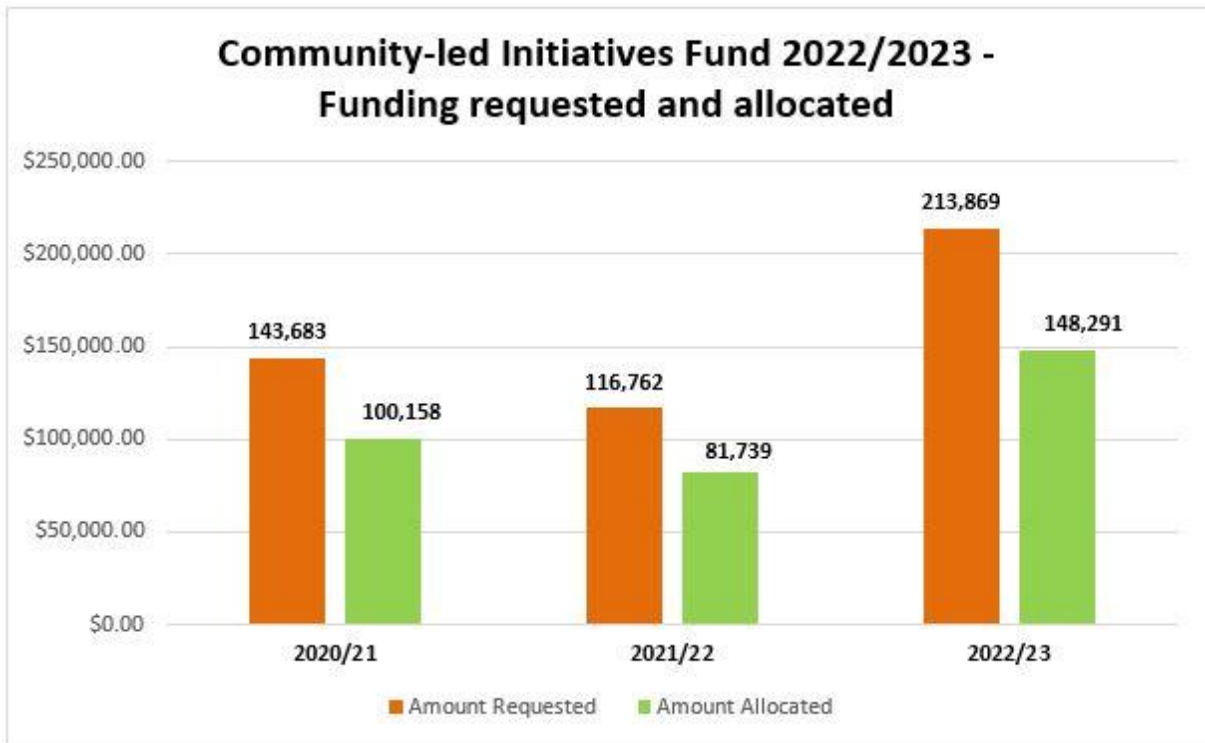
2022/2023 Year: The Community-Led Initiatives Fund saw 36 applications, compared to last year's 17, and was 93% allocated, a 41% increase on last year which was 52% allocated.

The Best Care Whakapai Hauora received the largest grant of \$15,000 for the 'Flip' project - a community-based initiative which aims to promote positive experiences within the Awapuni Community for rangatahi by delivering a variety of weekly activities, from sports, cooking, gardening, creative arts and community-driven events. The Welcoming Schools Programme and the Palmy Drag Fest also received larger grants, \$13,500 and \$10,800 respectively, to support their initiatives in support of migrant and former refugee communities, and rainbow communities. \$500 was the smallest grant allocated to support River Stop Awapuni to hold their annual event 'Tales, Tea and Music', bringing the diverse Awapuni community together to celebrate their local history. Another \$5,000 was allocated for community groups that led the Movie Nights series through the summer holiday period, attended by hundreds of whānau across the city.

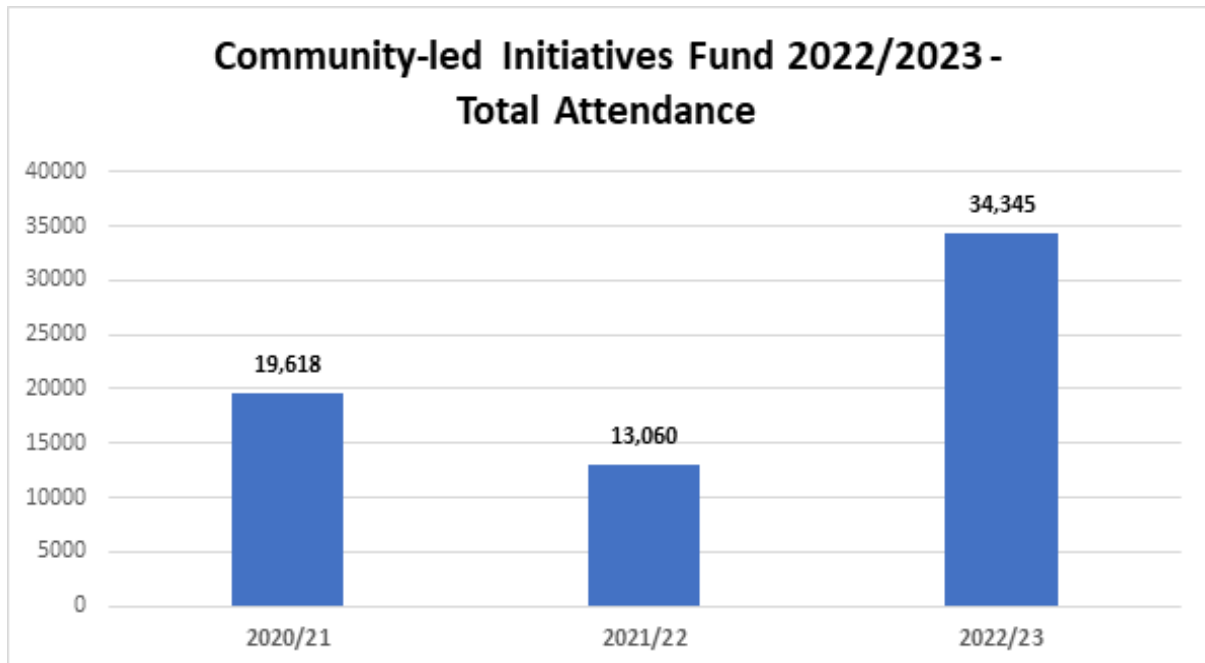
This year, it was pleasing to see a continuation of the diversity of applications seen in previous years (Graph 2). The amount requested from this fund was over \$210,000, nearly double compared to last financial year (Graph 3). There was also a significant increase in the total attendance to the initiatives, at 34,345 compared to 13,060 last financial year (Graph 4).



Graph 2



Graph 3



Graph 4

In 2022/23, a new module within SmartyGrants, called the outcomes engine, was successfully applied in the Community-led Initiatives application form and acquittal report to assist in the evaluation of outcome achievement.

To date, 14 successful recipients have completed their funded initiatives and the acquittal reporting. The reports show the initiatives increased whānau and community connectedness, city vibrancy, and provided opportunities for people to share and celebrate their culture. There was a total of 15,481 attendees and 646 volunteers involved in the initiatives, and 95% of attendees were satisfied with the initiative they participated in.

Future of the fund: Staff will continue to work with community groups to develop new initiatives for funding and encourage a diversity of applications.

3.13 **Community Development Small Grants Fund**

Purpose: To provide funding for essential administration expenses to enable local not-for-profit community groups to operate. Groups may apply for grants of up to \$5,000 to cover costs related to audit or financial review, communication, energy, insurance, volunteer expenses, rent or stationery. Organisations seeking funding must contribute to either Goal 2, 3 or 4.

Budget 2022/2023: \$220,934 (including \$10,000 for Te Pū Harakeke's administration costs)

Allocation process: Grants are allocated through a contestable process once a year, administered by Te Pū Harakeke (formerly Palmerston North Community Services Council). Te Pū Harakeke appoints a community panel to meet with applicants and make allocation decisions.

This year, in alignment with the Support and Funding Policy 2022, the Allocation Committee placed a greater emphasis on the support priority '[groups which] have a need for administrative funding'. This meant some groups who had received grants in the past but had very large operating budgets or had very large reserves were deprioritised, ensuring that the funds went to the groups that needed it most.

2022/2023 Year: 65 applications were received in total, and 53 of these were successful in receiving an allocation of funding. Of the 53 approved applications, the average amount requested was \$4,338 and the average amount allocated was \$3,885. Of the 53 approved applications, 20 were also Strategic Priority Grants 2022-25 recipients.

Feedback from recipients via accountability reports showed that 92% 'strongly agreed' or 'agreed' that the application and assessment process was efficient, and that they were better able to meet their essential administration expenses for operation as a result of receiving the grant.

Future of the fund: The contract for the administration of Small Grants has been incorporated in the Sector Lead partnership agreement with Te Pū Harakeke for 2022/2025. That contract requires that administration of the fund is undertaken in alignment with the Support and Funding Policy 2022.

3.14 Community Training Fund

Purpose: This fund supports Sector Lead groups to provide affordable training opportunities for staff, volunteers and board members of community groups to build capacity and capability in the arts, environment and social sectors.

Budget 2022/2023: \$18,476.00.

Allocation process: Funding is available throughout the financial year or until funds run out. Sector Lead groups use SmartyGrants to apply for funding prior to offering training to community groups. Applications are assessed by Council officers.

2022/2023 Year: 14 training workshops were delivered, at a total cost of \$15,242. 325 people attended the trainings throughout the year. The following table shows the range of training workshops delivered:

| TITLE | DESCRIPTION OF OUTCOMES | Number of attendees |
|---|---|---------------------|
| De-escalation | Staff were able to respond to hostile or tense situations calmly and effectively diffuse the situation. Staff, especially at reception, felt confident that they have the necessary skills should situations arise, which will make them feel safer in the workplace. | 14 |
| Managing Volunteers | Organisations have better personnel management skills, leading to increased capacity and better outcomes in their area of work. | 20 |
| Intro to Understanding Sexual Violence | Organisations better understand sexual violence within a sector that focuses on well-being. Staff and volunteers recognise the signs and know how to process them both as an individual and a professional. | 5 |
| Mana Tangata – Working with People | People in the community sector have strong, practical people skills, which will lead to better discussions, negotiations, and collaboration. | 19 |
| Developing a Positive Volunteer Culture | A better volunteering culture, leading to a higher number of volunteers, retention rates, and retained knowledge in the sector. | 11 |
| Managing Volunteers #2 | Organisations have better personnel management skills, leading to increased capacity and better outcomes in their area of work. | 22 |
| Strategic Thinking and Planning | Organisations will have a clearer sense of direction and be more efficient in delivering their goals. | 6 |
| Effective Narratives to Create Change | Increased confidence and ability in using effective narrative for talking about big issues - Participants feel empowered to start developing ideas and tools for better communication and have ideas for different | 50 |

| | | |
|---|---|----|
| | narratives and stories for their organisation - Participants begin to understand the importance of how narratives and stories can help change mindsets - Community cohesion; people will feel connected and powered by the training and interactions with each other | |
| Incorporated Societies Act | Increased legal knowledge to handle organisational and compliance issues. The community sector will be equipped to better support their organisations. | 70 |
| Positive Psychology for Leadership | Better leadership that will support the mental health of staff, as well as improved outputs. | 11 |
| Sexual Violence in Rainbow Communities | Raise awareness among existing family and sexual violence services to improve their safety and appropriateness when working with members of the rainbow community. | 16 |
| Te Tiriti o Waitangi for Environmental Sector | A collective and coherent organisational understanding of the principles of Te Tiriti o Waitangi. Improved confidence around working with Tangata Whenua Improved relationships with our current iwi and hapu partner organisations. | 35 |
| Grant Writing and Fundraising | Groups have a greater understanding of what funders are looking for in grant applications and can write clear and effective applications, which leads to a higher success rate in their applications. | 16 |
| Governance 101 & 102 | Part One Committee members have the skills to run effective meetings. Committee members understand how to manage conflict. Committee members have a stronger understanding of the roles of board members. Part Two Committee members have a better understanding of their relationship with the manager. Committee members have a better understanding of how they can add value to the organisation. Committee members understand risk and risk management. | 30 |

3.15 Creative Communities Scheme (CCS)

Purpose: This grants programme is a partnership between Creative New Zealand and the Council. The fund supports local arts projects that create opportunities for the local community to engage with and participate in arts activities. While Creative New Zealand set the priorities for this fund, the local allocation panel has the option to also consider the priorities outlined in the

Council's Creative and Liveable Strategy (to achieve Goal 2: A creative and exciting city) and the Connected Community Strategy (to achieve Goal 3: A connected and safe community).

Budget 2022/2023: The total fund pool for 2022/23 was \$115,616, made up of a \$34,506 Council contribution, \$68,220 from Creative NZ, \$11,478 carried forward from 2021/2022 and \$1,412 returned due to cancelled projects in the previous financial years.

Allocation process: This process is determined by the Creative Communities guidelines. A panel made up of community representatives and Councillors makes allocation decisions twice a year.

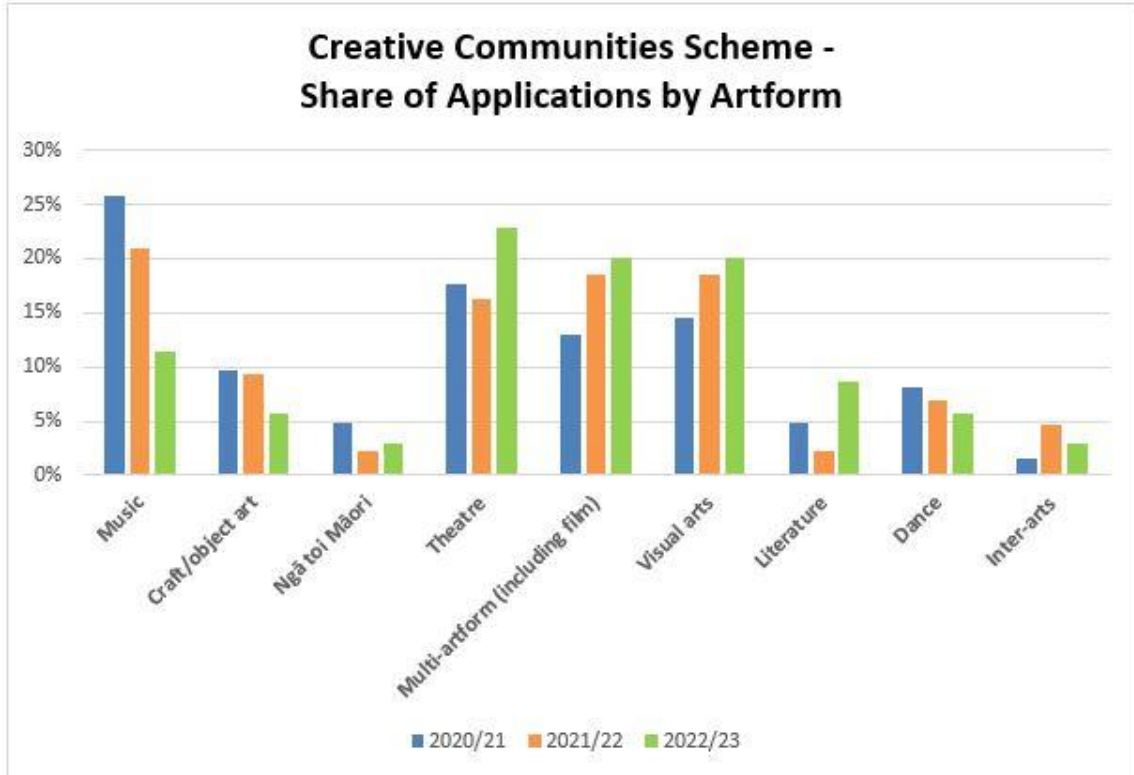
2022/2023 Year: A total of 42 applications were received across the two rounds, with 35 projects funded. The total allocated amount was \$108,186, and the average grant awarded was around \$3,000 per application. The unspent amount will be carried over to the 2023-2024 financial year.

Grants ranged from \$600 to support creative therapy beading workshops in Palmerston North for people experiencing illness, trauma or loss, to \$9,210 for a project called 'Swimming Lessons', by Rachel Lenart, which includes the development process and community presentation of a new play by Lizzie Tollemache about the joy and fear in facing neurodivergence and trauma.

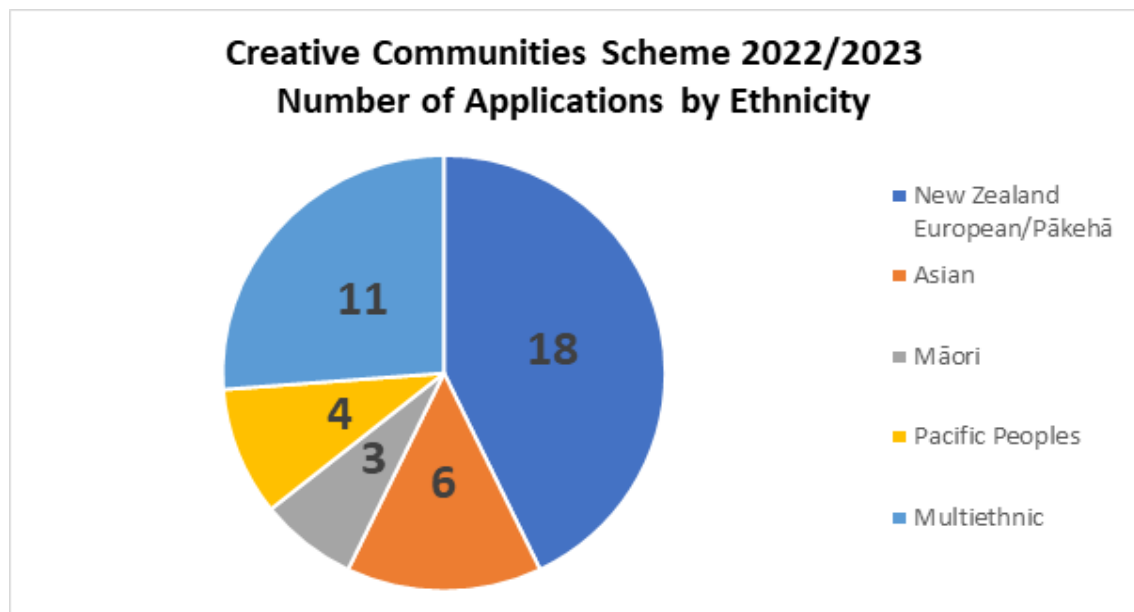
Three-year trend: As demonstrated in Graph 5 below, there was an increase in literature and theatre performance projects this year, and multi-artforms and visual arts continue to grow, while there was a decrease in music projects. There was also an increase in the number of applications from Māori and Pasifika applicants, in alignment with Creative NZ's support priorities (Graph 6). Note some group applications included people of multiple ethnicities.

As shown in Graph 7, the amount allocated continues to be roughly half of the amount requested from applicants. The number of applications received, 42, is consistent with last year, but fewer than the previous year, which suggests that the sector is still recovering from the impacts of Covid-19. It is noted that the gap between the amount requested and the amount allocated is reducing, suggesting the applications are becoming more realistic, and indicating more substantial projects are starting to move to larger funds like the Arts Event Fund and Creative Arts Grants. The Creative Communities Committee is still able to refer applicants directly to these funds where appropriate.

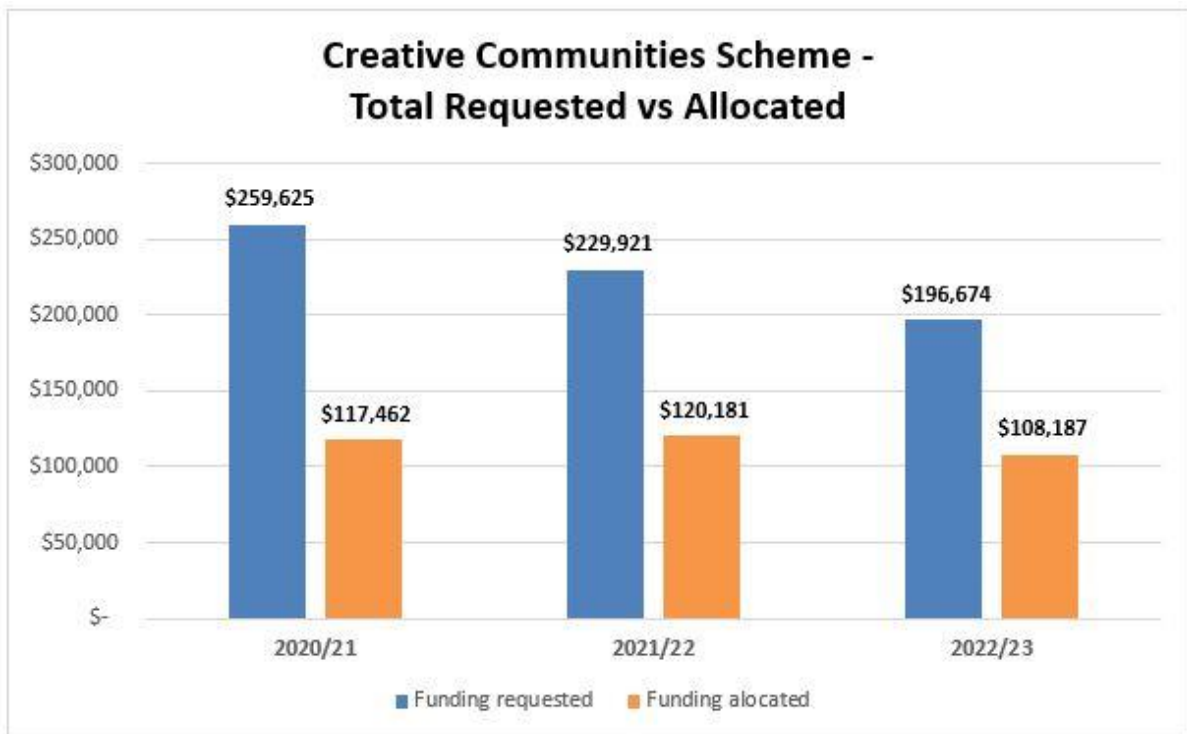
Future of the fund: The Creative Communities Scheme remains a popular and effective funding stream to support small-scale art initiatives and local artists to grow.



Graph 5



Graph 6



Graph 7

3.16 Arts Event Fund

Purpose: To invest in events that contribute to the Council's vision for the City, in particular, Goal Two: A creative and exciting city. The council recognises the opportunities that arise from hosting significant art events in Palmerston North, both in terms of economic growth and in developing the city as a culturally rich city where people have the opportunity to express their creativity and cultural identity. To be considered for funding the event must:

- Have the arts as a central focus.
- Be of significant regional, national or international importance.
- Be accessible to the community.
- Positively profile the city of Palmerston North; and
- Provide an economic benefit for Palmerston North.

Budget 2022/2023: \$50,000

Allocation process: The Arts Event Fund is open all year until allocated. Applications are received via SmartyGrants, and assessed by a panel of two officers, including a first full assessment and a second peer review assessment.

2022/2023 Year: Of the ten applications to the fund, six were successful, one was declined, one was withdrawn and recommended to apply to another fund, and two were asked to apply again in the 2023-2024 financial year as the fund was fully allocated. A total of \$116,608 was requested over the eight applications assessed. The successful projects included:

Moana Jr. (Manawatū Youth Theatre Charitable Trust) was supported with \$16,000 towards their major production of the Disney musical Moana Jr at the Regent Theatre. Palmerston North's largest youth musical to date, the show celebrated Māori and Pasifika art and culture.

Pasifika Fusion 2024 (Malamalama Moni Aoga Amata EFKS Palmerston North Inc.) will celebrate the twentieth anniversary of the secondary school competition that enables students to explore and identify with their Pacific heritage and culture. The grant of \$13,000 is to support the move to the Central Energy Trust Arena, with the organisers also seeking support from Creative New Zealand's Pasifika Festivals fund.

NZ Blues, Roots & Groove Festival 2023 (Aotearoa Jazz Education and Performance Charitable Trading Trust) was granted \$10,000 to support the national four-day event celebrating blues, roots and groove music, to be held in the first week of September each year.

PNDA 23rd Annual Dance Festival (Palmerston North Dance Association) was supported with \$7,225 to host their seven-day multi-genre dance championships at the Regent Theatre. The competition attracts young dancers with their families from Taranaki, Hawkes Bay, Wellington and the top of the South Island.

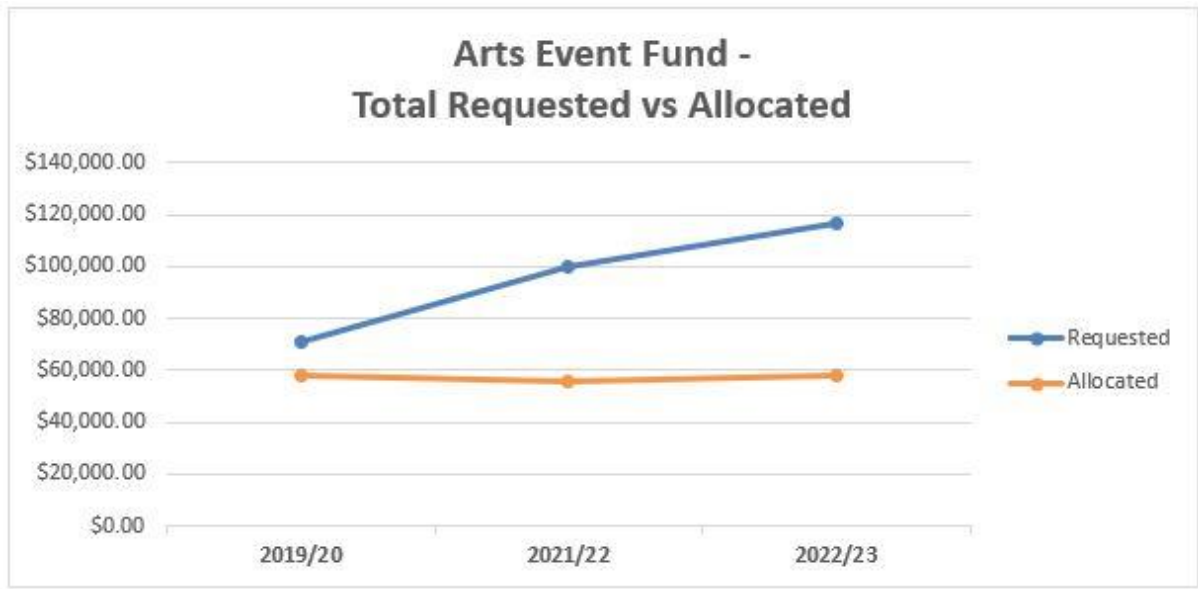
Growth (Manawatū Theatre Society Inc.) a play in support of Testicular Cancer Awareness month was supported with \$3,000 and involved cast and crew from Palmerston North and the wider Manawatū.

Manawatū Art Expo (Feilding and District Art Society Inc.) was granted \$6,100 to support the Society to make the event free for the community to access. This annual cash-and-carry art exhibition features the work of artists from around New Zealand. Artist fees and a visitor entry fee generate profit to support the activities of the Society. Note this application was approved by the assessors on the condition that the Society make the event free for the community to access, as their budget indicated that the event would be making a significant profit and did not require grant funding for the event to proceed; the Society decided not to make the event free for the community to access and did not take up the grant.

Three-year trend: The size of this fund has not increased over the last three years, though there has been a notable increase in the amounts being requested, as the costs of producing events has increased, particularly post-Covid (see Graph 8). The level of support able to be offered from the Arts Event Fund is therefore decreasing in terms of proportion of budget.

Future of the fund: In 2023/2024, staff will continue to maximise the available funds to support the arts community, including supporting larger events to

pathway into the Major Events Fund and the Creative New Zealand large grants where appropriate. Staff will propose an increase to the Arts Event Fund for consideration in the Long-Term Plan 2024-2034, and the Fund will also be in the scope of the review of Events funding alongside the Major Events Fund.



Graph 8

3.17 Major Events Fund

Purpose: To support the attraction, development and growth of events in Palmerston North. The objective of the Major Events Fund is to support Event Producers to deliver world-class events that drive sustainable growth in domestic visitation and promote Palmerston North's unique identity to a wider audience. A specific focus on events that increase visitor nights, increase tourism spending and economic activity is targeted.

Budget 2022/2023: \$206,000

Allocation process: A cross-section assessment panel consisting of two council officers and a CEDA representative receives applications throughout the financial year until funds are fully allocated. Multi-year funding can be approved by the panel if this will assist in event growth and economic benefit.

2022/2023 Year: All grant recipients received funds as part of multi-year agreements and no additional events received funding this year. The full allocation of funds was again utilised and as the fund was allocated before the start of the year, therefore no new applications were accepted. However, several expressions of interest were received showing a desire to bring more major events to the city.

2022/23 Funding Allocations

| | | | |
|----------------------------------|----------------------|---|-------------|
| Gravel and Tar Cycling Classic | Greasy Chain Trust | \$30,000 + \$15,000 wraparound (for 2023, the NZ Cycling Criterium) | Year 3 of 3 |
| Ford Ranger Rural Games | NZ Rural Games Trust | \$60,000 + \$20,000 in-kind | Year 2 of 3 |
| Manawatu Jazz and Blues Festival | Manawatu Jazz Club | \$35,000 | Year 3 of 3 |
| Armageddon Expo | Beyond Reality | \$30,000 | Year 2 of 3 |
| NZ Young Performer Awards | PACANZ | \$15,000 | Year 3 of 3 |

Please note; all grant recipients were awarded multiyear funding agreements prior to the adoption of the current Support and Funding Policy.

Three-year trend: This fund has been oversubscribed year on year. Many applicants do not meet the specific criteria set out in the Support and Funding Policy to drive additional visitation to Palmerston North and these event organisers need help to increase visitation to the city with specific marketing guidance.

Future of the fund: Staff will maintain a targeted focus on economic benefits and events that help promote the city to a national audience and drive visitation to the city. Improved standardised reporting and reporting metrics would enable a clear and consistent approach for all funding requests which could be extended to other funding sources within council. To this end, staff will propose a review of event funding for consideration in the Long-Term Plan 2024-2034 process.

3.18 **Sports Event Partnership Fund (via Sport Manawatū)**

Purpose: To support operational costs for sports events hosted in Palmerston North that have an economic benefit and enhance community connectedness and health.

Budget 2022/2023: \$265,000 (plus \$55,000 funds retained from 2021/2023 as a carryover due to Covid-19 related cancellations).

Allocation Process: This fund is fully administered by Sport Manawatū with a cross-sector assessment panel which includes Sport Manawatū staff, a council officer and a CEDA representative.

2022/2023 Year: This fund has proven a great asset to the city given that it continues to support community events, raises the profile of the city by hosting national-level events in world-class facilities, and activates the local economy in ways that only sporting events can.

42 events received grant funding and provided an additional \$13,615,686 of economic benefit to the city based on economic impact modelling from applicant information, representing a 4,000% return on investment to the city.

Future of the fund: The retention aspect of the fund is under threat from other cities with similar funds and new facilities purposefully built to attract the events Palmerston North currently hosts. To retain these events, Sport Manawatū recommend that the city present a united front where all stakeholders can offer a combined value proposition to event organisers.

3.19 **Sponsorship Fund**

Purpose: To associate the Council with initiatives (including activities, projects or events) which improve the city's reputation and national presence.

The fund priorities are to invest in initiatives that;

- contribute to outcomes to achieve goal one of the Council's strategic direction
- is innovative, delivering something new or addressing an issue that affects the people of Palmerston North in line with the Council's strategic goals
- is of significant regional or national importance
- positively profiles the city of Palmerston North
- provides a quantifiable economic benefit (e.g., activities, projects or events that attract 200+ visitors to the city who stay at least one night).

Budget 2022/2023: \$52,000

Allocation process: Applications are received via SmartyGrants, and assessed by a panel of officers, including a first full assessment, and a second and third peer review assessment.

This fund opens at the start of the financial year and remains open until it is fully allocated. A maximum of \$10,000 is available per application. Staff have discretion to award up to 50% of the total funding to an eligible proposal.

2022/2023 Year: 16 applications were received, 6 of which were successful in receiving funding. Across these 6 successful applications, the whole \$52,000 fund was allocated. The fund was fully allocated within six months of the financial year.

Future of the fund: This fund will continue to be used to support initiatives that profile Palmerston North. Council will use this fund as an incentive in attracting conference, business and city events.

3.20 **Natural and Cultural Heritage Incentive Fund (NCHIF)**

Purpose: To fund the protection, promotion and strengthening of heritage buildings or other objects listed in the District Plan and the trimming and maintenance of notable trees. The NCHIF has four categories:

- a) Strengthening Palmy History: to support owners of earthquake-prone heritage buildings and street character buildings that require strengthening with the costs of feasibility studies, working drawings and structural works;
- b) Protecting Palmy History: to support owners looking after our most significant heritage buildings and sites, with funding for conservation, maintenance, repair, and restoration of scheduled heritage buildings and sites;
- c) Promoting Palmy History: to support community-led heritage education, research or promotion projects; and
- d) Notable Palmy Trees: to support notable tree owners with the costs of minor maintenance and trimming.

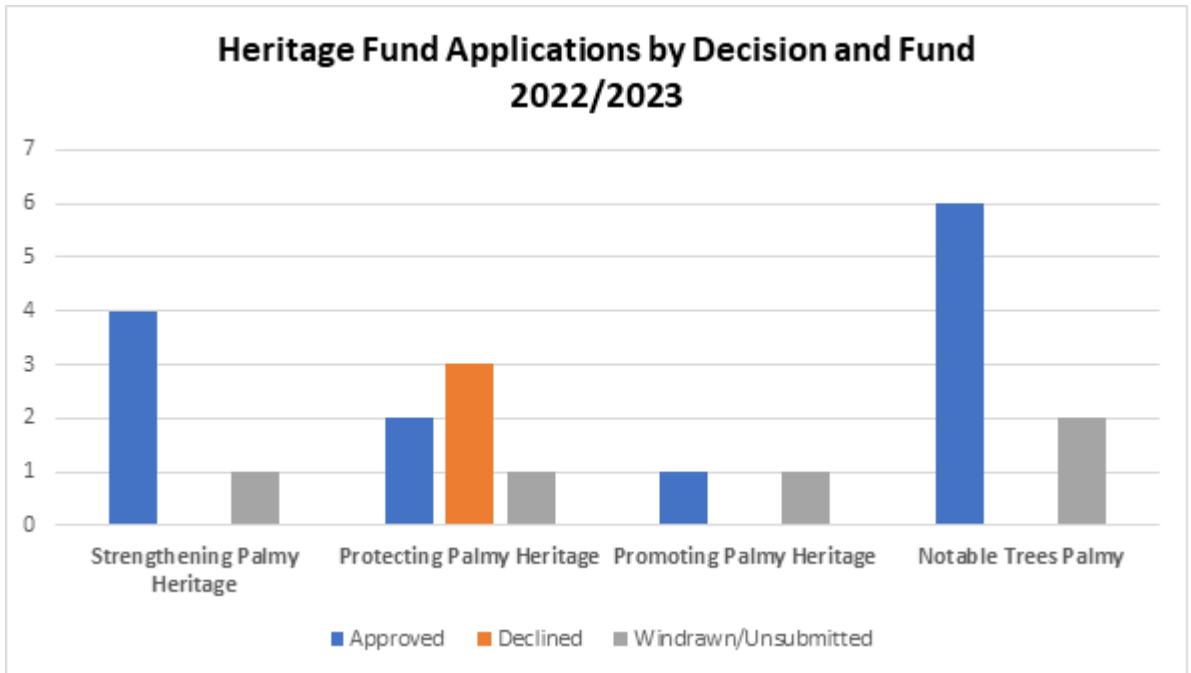
Given the requirements of the Building (Earthquake-prone Buildings) Amendment Act 2016, the priority for this fund is earthquake-strengthening listed heritage buildings.

Budget 2022/2023: \$196,253 to support funding categories a-d above.

Allocation process: For fund categories a-c, applications are assessed by one officer and peer-reviewed by another officer. All applications are assessed against several criteria set out in the [Heritage Funding Guidelines](#).

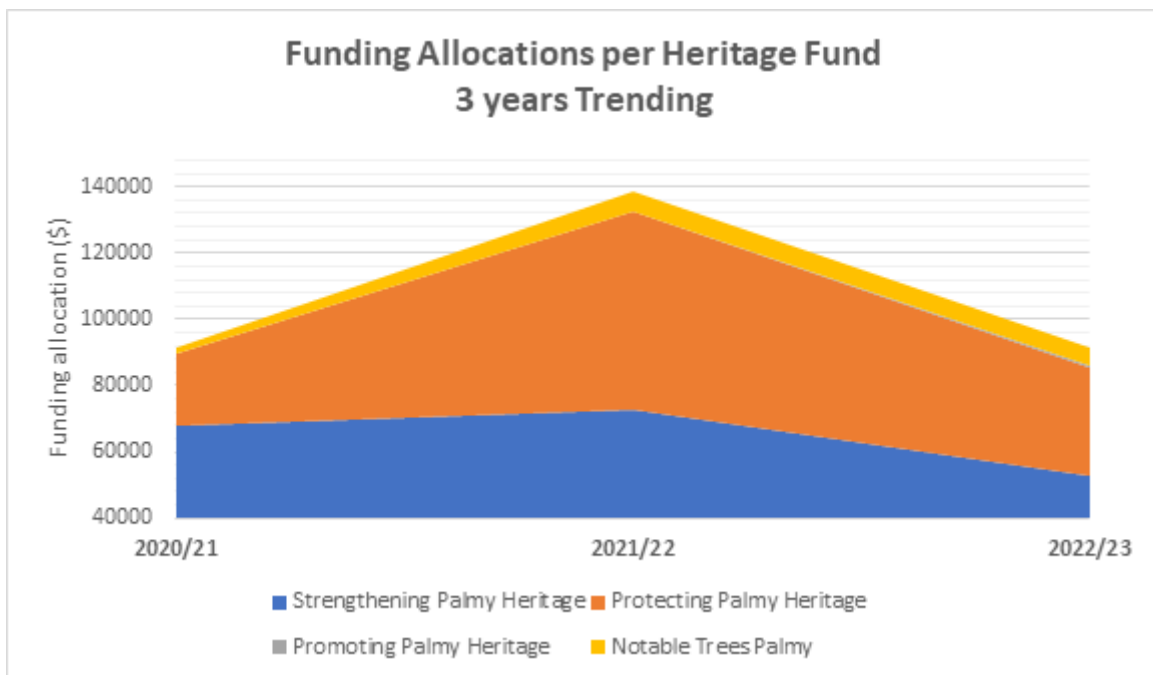
2022/2023 Year: See Graph 9 below. Key insights include:

- There was one application for Promoting Palmy Heritage, consistent with the low uptake in previous years.
- Applications for Strengthening Palmy Heritage were relatively low and of lower value than previous years.
- Applications for Protecting Palmy Heritage have been steadily increasing over the past three years. The increase in declined and withdrawn applications reflects the Natural and Cultural Heritage Fund being oversubscribed for the year, which we expect to put pressure on subsequent years as these applications resubmit.
- Funding for notable trees remains consistent with historical trends.



Graph 9

Three-year trend: The key Annual Plan Performance Measure is an “Increase in investment in earthquake-prone heritage buildings.” Three-year trends in Graph 9 below show that support for maintenance and repairs on heritage buildings and notable tree maintenance is consistent with the three-year average. Investment in earthquake-prone buildings is less than in previous years. This is likely due to the small number and smaller average value of applications compared to previous years.



Graph 10

3.21 **Palmerston North Youth Council Scholarships and Grants Fund**

Purpose: To celebrate the contribution made by young people in our city through active participation and leadership in their given field. Inspire young people to take up growth opportunities and enable access to these opportunities. Administering the fund also provides a development opportunity for the Youth Council who learn about financial transparency and sound decision-making. Funding categories include sports, arts, academic excellence, and community contribution. Applicants must be aged 12-24.

Budget 2022/2023: \$6,800

Allocation process: Once a year, allocation decisions are made by a scholarships committee, which consists of 5 to 7 Youth Councillors (who represent a range of schools, ages, and interests) plus a council officer who oversees the process and supports the young people to make transparent and sound decisions.

The amount awarded to successful applications is variable based on the amount requested but is typically between \$500 (minimum) and \$1,150 (maximum) per applicant. The assessment process includes an initial application review, an interview with shortlisted applicants and a moderation session.

2022/2023 Year: Due to staffing limitations throughout the year, both the Youth Council and the funding round itself were unable to be delivered.

Future of the fund: Recruitment has taken place to increase staff capacity, and it is expected that the Youth Council and the administration of this fund will recommence in 2023/2024.

3.22 **Resource Recovery Fund**

Purpose: To support local small businesses and not-for-profit entities to recover resources that would otherwise be destined for the landfill. The key support priorities for this fund are waste diversion, education programmes, community events, trials and pilot programmes, and research and development. The establishment of the fund was driven by an action in Council's Waste Management and Minimisation Plan (WMMP); therefore, it is important funding is given to projects that complement the WMMP.

Budget 2022/2023: \$40,000

Allocation process: Applications are received once a year. Applications are assessed by two council officers, an assessor and a peer reviewer.

2022/2023 Year: The Resource Recovery Fund is in its second year. The full \$40,000 was allocated. Four projects were funded from eight applications received requesting a total of \$106,413. The successful projects were:

- Repair Cafe (Environment Network Manawatū), \$7,700 was awarded to ENM as ongoing support in the second year of their successful Repair Café.
- Increasing city-based recycling opportunities (Environment Network Manawatū), \$2,687 allowed four teracycle boxes to be installed at ENM's Cuba St office for collection of storage media (CD's, USB sticks etc), empty blister packs, beauty product packaging, nametags and lanyards.
- Making composting fun (English Language Partners), \$15,000 went towards working with new migrants to encourage home composting and provide education to support this.
- Paper towel recycling and upcycling (Precycle NZ Limited), \$15,000 will allow the establishment of a pilot scheme with the aim of recycling paper towels into building products.

Future of the fund: The RRF is funded by Waste Levy funding allocated to the Council by the Ministry for the Environment (MfE). The current LTP includes the budget (Programme 1909) to continue offering this fund for the next ten years.

Although there were fewer applications this round, the fund's oversubscription increased. There is potential to review the way this fund is allocated in the upcoming Long-Term Plan process.

3.23 **Active Communities Fund (administered via Sport Manawatū)**

Purpose: To remove financial barriers to enable Palmerston North residents to be more active, more often.

Budget 2022/2023: \$10,000 per year, plus \$2,320 unspent funds carried over from previous financial years.

Allocation process: Residents apply to the fund via an application form, which is assessed by a panel composed of Sport Manawatū, Replay Sport, Best Care Whakapai Hauora and two other advisors (community members).

2022/2023 Year: There were 29 applications on behalf of 51 people during the year. 27 applications were approved, benefiting 47 residents. The average amount allocated was \$397 per application or \$228 per beneficiary. Figures do not include GST.

Sport Manawatū advise that the impact this fund produces is difficult to describe in words. It is noted that the fund is on the Sport Manawatū website, which is the only promotion it gets from Sport Manawatū; however, it keeps gaining popularity via word of mouth from current and past beneficiaries. This is the only mechanism of promotion Sport Manawatū can afford given the size of the fund (if it was advertised through other channels, then it would likely not last throughout the year and it may not have the same reach and impact).

4. SUMMARY

- 4.1 Council has a good range of fund types, catering for a wide variety of community needs and aspirations, at different levels. This report has demonstrated the significant role grant funding plays in the city, with over two point eight million dollars allocated annually to support communities to achieve their wellbeing aspirations.
- 4.2 2022/2023 has seen strong demand for funding across the board, with most funds being oversubscribed. Improved data practices across the Community-Led Initiatives Fund and the Strategic Priority Grants are beginning to provide better insights into the impacts and outcomes of the investments in these areas.
- 4.3 Event funding has been identified as an area of opportunity to improve processes and outcomes.

5. NEXT STEPS

- 5.1 Officers will continue to work to ensure Council's funds are accessible as possible to the community, including facilitating the Palmerston North Funding Expo in collaboration with other funders, reviewing application forms and developing information resources for the community.
- 5.2 Improvements and reviews for several individual funding programmes will be proposed by officers through the Long-Term Plan 2024-2034 process.
- 5.3 The next annual report for the 2023-2024 financial year will be provided in the third quarter of 2024.

6. 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: Administer grants in line with the community funding policy.

Note due to the range of funds included this report relates to outcomes and actions under multiple plans across Goals 2, 3 and 4.

Contribution to strategic direction and to social, economic, environmental and cultural well-being

Providing funding to community helps Council deliver its strategic objectives in a range of areas and provides critical support to the local for-purpose sector.

ATTACHMENTS

NIL

MEMORANDUM

TO: Community Committee

MEETING DATE: 27 September 2023

TITLE: Draft Gambling Venue Policies - Deliberations Report

PRESENTED BY: Stacey Solomon, Policy Analyst

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATIONS TO COUNCIL

1. That Council adopt the Class 4 Gambling Venue Policy 2023, (Attachment 2).
 2. That Council adopt the TAB Venue Policy 2023, (Attachment 3).
-

1. ISSUE

The Palmerston North City Council (the Council) has consulted with the community on its draft gambling venue policies. Submitters wanting to speak to their submissions were heard by the Community Committee at its regular meeting in August 2023.

This memorandum provides advice for the deliberations of the Committee in response to submissions received on the proposal (Attachment 1).

This memorandum recommends the draft Class 4 Gambling Venue Policy 2023 and the TAB Venue Policy 2023 be adopted (attachments 2 and 3 respectively).

2. BACKGROUND

Through the Gambling Act 2003 and the Racing Industry Act 2020, the Council is required to have policies for whether and how venue consents for class 4 gambling venues and TAB venues are issued. These policies are required to be reviewed every three years. This is the fifth review of these policies.

The Council has two gambling policies:

1. The Class 4 Gambling Venue Policy, which relates to pokies (gaming machines) in pubs and clubs.
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.

Class 4 Gambling Venues Policy

Class 4 gambling is any activity that involves the use of an electronic gambling machine (also known as a pokie) outside of a casino. A class 4 gambling venue is a place where gambling machines are located.

The Class 4 Gambling Venue Policy does not apply to any other types of gambling or gambling venues or establishments (such as pokies located in casinos, Lotto outlets, or online gambling sites).

Furthermore, the Council gives consent for venues, but licences are issued by Te Tari Whenua the Department of Internal Affairs (DIA). The DIA will refer to a Council's Class 4 Gambling Venue Policy when an application for a gaming machine licence is received. This means that if a Council has, for example, chosen a sinking lid policy setting for their district, the DIA will not grant a new class 4 venue licence for that location. The administration of class 4 venues, and the machines located in them, also sits with the DIA.

TAB Venue Policy

The TAB Venue Policy applies only to standalone TAB venues, and does not apply to TAB terminals or kiosks.

In May 2023, the Community Committee approved the draft gambling venue policies for consultation with the community, which was subsequently completed in June and July. The Council received 71 submissions to its proposal and heard nine submitters at the August 2023 hearing.

Information and previous reports relevant to the recommendations of the Committee are linked here:

- March 2023 [Workshop presentation](#)
- May 2023 Community Committee Report: [Approval for consultation](#) (including Social Impact Assessment)
- August 2023 Community Committee Report: [Original submissions and Summary of Submissions](#)

3. ANALYSIS OF SUBMISSIONS

Attachment 1 of this memorandum contains detailed analysis of the issues raised by submitters.

Comments and arguments made by submitters to the proposed policies traverse issues directly related to the proposal of the Council, as well as issues which do not directly relate to the proposal of the Council, but which are otherwise informed by thoughts and opinions of the submitters on matters related to gambling.

Recommended changes

Officers recommend the following changes are made, based on submissions received.

Class 4 Gambling Venues Policy

- That the proposed changes to clauses 4.1 and 4.2, which remove the cap on gaming machines and introduce a sinking lid, be adopted as proposed in the consultation document.

- That additional clarification of what might constitute 'exceptional circumstances' in clause 4.3 be included so that it reads:

"For the purpose of providing clarity, examples of "circumstances beyond the control of the operator or the lessee of the premises" include, but not be limited to, the following situations:

- o Acquisition of property under the Public Works Act 1981; or
- o *The premises are sold or the property lease expires and the license holder is not able to renew that lease; or*
- o Natural disaster"

The reason for the proposed additional wording to clause 4.3 is that submitters were concerned the proposed clause did not provide enough clarity or assurance about what constitutes an "exceptional circumstance" or "circumstances beyond the control of the operator of the lessee of the premises", or the intention of the Council in applying this policy setting.

The proposed addition to the wording makes the intention of the clause clearer.

If the premises occupied (but not owned) by a class 4 licence holder is sold, or if their lease expires and it is not possible for them to renew that lease, authorised officers may take this into consideration when assessing an application for relocation.

TAB Venues Policy

- That the TAB Venues Policy be adopted as proposed in the consultation document.

No other changes are recommended.

4. OPTIONS

The Committee has the following options:

Option 1: recommend that the Class 4 Gambling Venue Policy and the TAB Venue Policy be adopted by the Council.

In considering and deliberating on all submissions received, the Committee may choose to recommend that the Council adopt the gambling venues policies (with minor amendments). Once adopted, the review will be complete.

This option is recommended.

Option 2: not recommend that the Class 4 Gambling Venue Policy and/or and the TAB Venue Policy be adopted by the Council.

In considering and deliberating on all submissions received, the Committee may choose not to recommend the gambling venues policies for adoption.

This is the option which is available to the Committee should it choose to be provided with additional information for the purposes of deliberation, or if, based on

submissions, the Committee choose to make significant changes to what was originally proposed and consulted on.

This option is not recommended.

5. NEXT STEPS






If the Committee recommends that these policies be adopted, staff will provide copies of the reviewed policies to the DIA and will develop an implementation and monitoring plan for the policies.

Assuming there are no significant changes in legislation, or the policy direction of the Council, the policies will be reviewed again in 3 years (2026).

6. COMPLIANCE AND ADMINISTRATION

| | |
|---|--|
| Does the Committee have delegated authority to decide? | No |
| Are the decisions significant? | No |
| If they are significant do they affect land or a body of water? | No |
| Can this decision only be made through a 10 Year Plan? | No |
| Does this decision require consultation through the Special Consultative procedure? | No |
| Is there funding in the current Annual Plan for these actions? | 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 Plan | |
| 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-being | <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. This supports the Council's strategic priorities for:</p> <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. |

ATTACHMENTS

1. Gambling Venues Policies - deliberations report [↓](#) 
2. Class 4 Gambling Venue Policy [↓](#) 
3. TAB Venue Policy [↓](#) 
4. Class 4 Gambling Venue Policy (marked-up) [↓](#) 
5. TAB Venue Policy (marked-up) [↓](#) 

For Deliberations

Gambling Venues Policies' Review

Analysis of issues raised by submitters

September 2023

1. Purpose of this document

This document provides analysis for the deliberation of the Committee on issues that have been raised by submitters to the consultation for the review of the Class 4 Gambling Venue Policy and the TAB Venue Policy (the gambling venues policies).

This document should be read in conjunction with the committee report titled *Draft Gambling Venue Policies – Deliberations Report* received by the Community Committee at its regular meeting on 27 September 2023.

A summary of all recommended changes to the policies based on this analysis is provided in section 5 of this report. Full analysis of submissions is contained in Section 6 of this report.

The Committee may find it helpful to refer to the Social Impact Assessment (SOI) attached to the report titled [Draft Gambling Venue Policies – Approval to Consult](#) which was received by the Community Committee at their regular meeting on 24 May 2023.

2. Process so far

Through the [Gambling Act 2003](#) and the [Racing Industry Act 2020](#), Palmerston North City Council (the Council) is required to have policies for whether and how venue consents for class 4 gambling venues, and TAB venues, are issued. The gambling venues policies that are developed by the Council – the Class 4 Gambling Venue Policy, and the TAB Venue Policy - are required by legislation to be reviewed every three years.

In May 2023, the Community Committee resolved to consult with the public on its Draft Gambling Venues Policies. Consultation was completed between 7 June and 10 July 2023. There were 71 submissions received, and in August 2023, nine submitters were heard by the Committee.

The full text of all original submissions, as well as a thematic summary of those submissions, are available to view on the Council website, as part of the agenda for the [9 August 2023 Community Committee](#).

The Committee must now deliberate and, in consideration of the submissions received, make recommendations to the Council to either adopt the proposed changes, or not adopt the proposed changes.

3. What we proposed

The ability of the Council to influence class 4 gambling and TAB venues in Palmerston North is narrow and limited to establishing policy settings which:

- Determine the primary activity of the venue;
- Determine where venues may be located;
- Determine restrictions on the numbers of class 4 gaming machines;
- Determine if and where a venue may be permitted to relocate.

Draft Class 4 Gambling Venue Policy 2023

Sinking lid

We proposed to introduce a 'sinking lid' for venues and pokies in clauses 4.1 and 4.2 of the policy.

A 'sinking lid' is a cap on the number of gaming machines or class 4 venues allowed in Palmerston North. It is called a sinking lid because the 'cap' or 'lid' gradually reduces, or 'sinks', as venues lose their licences, leave the market, or relocate their venue and, in some instances, reduce the number of machines they are licenced for.

Existing venues may continue to operate, and in specific circumstances they may be permitted to relocate, but no new venues or machines are added to the city.

The previous approach of the Council was to set a cap on the total number of machines in Palmerston North, lowering the cap at each review.

Relocations

Clause 4.3 is reworded for greater clarity, specifying 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 to the Policy, as well as removing clause 8 (related to the balloting of applications if they are received at the same time) as it is not needed.

Draft TAB Venue Policy

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

NOTE: the following analysis relates almost entirely to the Class 4 Gambling Venue Policy. Few comments were made on the TAB Venue Policy, other than to signal support, opposition, or no opinion on the changes.

4. Objectives of the policies

For this analysis, the objectives of the Class 4 Gambling Venue Policy are useful to refer to. The objectives are:

- To ensure the Palmerston North City Council and the community have influence over the location of new Class 4 gambling venues in the city.

COMMITTEE WORK SCHEDULE

TO: Community Committee

MEETING DATE: 27 September 2023

TITLE: Committee Work Schedule - September 2023

RECOMMENDATION TO COMMUNITY COMMITTEE

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

COMMUNITY COMMITTEE WORK SCHEDULE - SEPTEMBER 2023

| Estimated Report Date | Subject | Officer Responsible | Current Position | Date of Instruction & Clause number |
|--|---|-----------------------------------|-------------------------------|--|
| 27 Sept 2023 | Draft Gambling Venue Policies 2023- Deliberations Report | Chief Planning Officer | | |
| 27 Sept 2023 | Annual Report- Community Funding Allocation 2022/23 | Chief Customer Officer | | Rec 1c of the Community Grants & Events Funding Review - May 2021 |
| 27 Sept 2023 22 Nov 2023 | Addressing Home Insecurity (Night Shelter) - Update Report | Chief Customer Officer | Delayed due to staff sickness | 15 March 2023 Clause 10-23 |
| 22 Nov 2023 | Disability Reference Group - Annual Presentation - | Chief Customer Officer | | Invitation to present 4 November 2020 Clause 41-20 |

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|----------------|---|--|---|--|
| 22 Nov 2023 | Community Reference Groups - Terms of Reference Review | Chief Customer Officer | | 1 Dec 2021 Clause 24-21 Terms of Reference 1.5 |
| 22 Nov 2023 | Social Housing Programme - Progress Report | Chief Infrastructure Officer | | 15 Mar 2023 Clause 11-23 |
| 22 Nov 2023 | Review of Sector Leads trial | Chief Customer Officer | | 8 Jun 2022 Clause 7-22 |
| 22 Nov 2023 | Opportunity to establish a natural burial cemetery in the Manawatū - Progress report | Chief Infrastructure Officer | Resource constraints- pending external advice | Council 1 Jun 2022 Clause 60-22 |
| Mar 2024 - TBC | Community Spaces Feasibility Study - to include Libraries, Pasifika Hub and community space in Highbury | Chief Customer Officer | | 31 May 2023 Clause 88.14-23 |
| Mar 2024 - TBC | Welcoming Communities - Annual Report | Chief Customer Officer | | 4 Nov 2020 Clause 43-20 |
| Mar 2024 - TBC | Develop a Community Housing Partnership Plan | Chief Customer Officer/ Chief Planning Officer | | 31 May 2023 Clause 88.9-23 |
| Mar 2024 - TBC | Annual Report on Library Services | Chief Customer Officer | | 24 May 2023 Clause 22-23 |
| Mar 2024 - TBC | Annual Sector Lead Report: Housing Advice Centre | Chief Customer Officer | | Terms of Reference |
| Mar 2024 - TBC | Annual Sector Lead Report: Manawatū Multicultural Centre | Chief Customer Officer | | Terms of Reference |

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| Mar 2024 - TBC | Annual Sector Lead Report: Te Pū Harakeke - Community Collective Manawatū | Chief Customer Officer | | Terms of Reference |
| Mar 2024 - TBC | Annual Sector Lead Report: Te Tihī o Ruahine Whānau Ora Alliance | Chief Customer Officer | | Terms of Reference |
| May 2024 - TBC | Pasifika Reference Group - Annual Presentation | Chief Customer Officer | | |
| May 2024 - TBC | Seniors Reference Group - Annual Presentation | Chief Customer Officer | | |
| May 2024 - TBC | Develop a City Wide Food Resilience and Security Policy | Chief Planning Officer | | 31 May 2023 Clause 88.10-23 |
| May 2024 - TBC | Develop an Age Friendly Plan | Chief Customer Officer/ Chief Planning Officer | | 31 May 2023 Clause 88.15-23 |