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PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

CULTURE & SPORT COMMITTEE

9:00 AM, WEDNESDAY 27 NOVEMBER 2024

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

MEMBERS

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

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

Leonie Hapeta
Debi Marshall-Lobb
William Wood
Kaydee Zabelin

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

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

Waid Crockett

Chief Executive | PALMERSTON NORTH CITY COUNCIL

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

27 November 2024

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.

6. Presentation - New Zealand Senior Women's Canoe Polo Team Page 7

7. Presentation - Stuff Events for Central District Field Days Page 9

8. Funding Request from Stuff Events for Central District Field Days Page 11
Memorandum, presented by Luke McIndoe, Head of Events.

9. Confirmation of Minutes Page 15
That the minutes of the Culture & Sport Committee meeting of 25 September 2024 Part I Public be confirmed as a true and correct record.

10. Sport Manawatū Charitable Trust - Annual Report to Palmerston North City Council for 1 July 2023 to 30 June 2024 Page 23
Memorandum, presented by Ann-Marie Mori, Policy Analyst.

11. Heritage Reference Group - Terms of Reference Page 71
Memorandum, presented by Keegan Aplin-Thane, Senior Planner and Greg Vossler, Heritage Planning Consultant.

12. Draft Otangaki-Ashhurst Domain Reserve Management Plan - adoption for public consultation Page 87
Memorandum, presented by Aaron Phillips, Activities Manager - Parks.

13. Committee Work Schedule Page 131

14. Karakia Whakamutunga

15. 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.

PRESENTATION

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Presentation - New Zealand Senior Women's Canoe Polo Team

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

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

SUMMARY

Kate Blincoe, Alyssa Shepherd, Klara Richter, Georgia Wheeler and Jannell Eade (Team Manager) will speak on their successful campaign at the 2024 Canoe Polo World Championships in Deqing, China in October.

ATTACHMENTS

Nil

PRESENTATION

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Presentation - Stuff Events for Central District Field Days

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

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

SUMMARY

Henry McLernon, Sponsorship & Events Director and Jonathan Paul, Events Manager will update the committee regarding planning and funding for Field Days event.

ATTACHMENTS

Nil

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Funding Request from Stuff Events for Central District Field Days

PRESENTED BY: Luke McIndoe, Head of Events

APPROVED BY: Danelle Whakatihi, General Manager Customer & Community

RECOMMENDATION(S) TO COUNCIL

1. That Council:

EITHER

OPTION ONE

Decline request and maintain existing contestable funding from Major Event Fund.

or

OPTION TWO

Approve \$60k allocation from Major Event Fund.

or

OPTION THREE

Refer a new programme of up to \$60k per year to support Central District Field Days to the Annual Budget 2024/25 deliberations.

or

OPTION FOUR

Reduce Major Events Fund by \$60k to create a new programme to support Central District Field Days as per their request of \$60k per annum.

1. ISSUE

- 1.1 Stuff Events delivers the annual Central District Field Days in March each year.
- 1.2 Stuff Events have requested additional funding which exceeds assessment criteria of the Major Events Fund as defined by the Support and Funding Policy adopted in 2022.
- 1.3 The Policy does not allow officers to allocate more than \$30,000 to any one application, under the Major Events Fund. Thus, this request is being brought to Council for its consideration and decision.

1.4 Stuff Events requests \$60,000 cash for three years with half each year targeted to create a food innovation initiative which has been proposed by Stuff Events due to the links to Palmerston North City's strategic goals and positioning in the food innovation sector.

2. ANALYSIS

2.1 The Major Event Fund purpose, as set out in the [Support and Funding Policy 2022](#) (pages 21 and 22) is to attract, develop and grow events in Palmerston North by supporting world class events that drive sustainable growth in domestic visitation and promote Palmerston North's unique identity to a wider audience.

2.2 The support priorities for the contestable fund and the current application assessment for Field Days are set out below.

Support Priority	Assessment	Comment
Contribution to Goal 1 and Goal 2 of Council's strategic direction	Achieved	Economic and social benefits identifiable.
Promotion of domestic tourism and increases visitor nights	Achieved	
Showcase of Palmerston North's unique story	Partial	Agriculture sector is important to the city.
Generates positive media exposure for the region	Achieved	
<i>Higher weighting to be given if any of the below are demonstrated:</i>		
Generates opportunities to leverage the city's profile/ legacy for the city	Partial	Event is developing in support of the city's strategic positioning as the food innovation capital of Aotearoa with some elements promoting career opportunities in the primary industries.
Contributes to diversity of events landscape	Achieved	
Contribution to Goal 3 and Goal 4 of Council's strategic direction	Partial	Supports a diverse events calendar in the city, however the event is still developing in contribution to eco city goals.

- 2.3 Officers have identified four avenues for Council to consider in response to this request. These are set out below.

Option 1 - Decline request and maintain existing contestable funding from Major Event Fund.

A 3 year contract for \$30,000 cash grant from Major Event Fund would be offered. Stuff Event's aspirations to grow a food innovation offering as part of the event would likely not proceed.

Option 2 - Approve 60k allocation from Major Event Fund.

Officers would approve a contestable grant above the limits prescribed by the Support and Funding Policy. Funding would be managed by officers through a funding contract as per standard process and no additional budget would be required.

Option 3 - Refer a new programme of up to \$60k per year to support Central District Field Days to the Annual Budget 2024/25 deliberations.

This option allows Elected Members to weigh up the request in the context of all demands on the budget and prioritise accordingly. It should be noted that, should Elected Members agree this option as part of budget deliberations, it would also be committing Council in the following years of the Long-Term Plan.

Option 4 - Reduce Major Events Fund by \$60k to create a new programme to support Central District Field Days as per their request of \$60k per annum.

This option does not increase the overall budget line for the Major Events Fund. However, it does prioritise Central District Field Days and at the same time reduce the contestable funding available for other major events.

3. NEXT STEPS

- 3.1 There may be other options that Council may wish to consider, including a review of the Major Events Fund within the Support and Funding Policy.
- 3.2 Should Council agree Option 2, officers will include the recommendation for Elected Members to consider in Annual Plan considerations.
- 3.3 Should Council agree Option 4, officers will make the appropriate changes to budgets.
- 3.4 For all options, officers will inform Stuff Events of Council's decision and work with them to establish a framework for an appropriate economic benefit analysis model, and to identify in-kind resourcing.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these objectives?	No
Are the recommendations inconsistent with any of Council's policies or plans? Not inconsistent with Policy but above officer's delegation to decide.	No
The recommendations contribute to: Whāinga 1: He tāone auaha, he tāone tiputipu Goal 1: An innovative and growing city	
The recommendations contribute to the achievement of objective/objectives in: 2. Mahere whakawhanake ohaoha 2. Economic Development Plan The objective is: Attract, fund and manage events which bring significant economic benefit to the city (through the Major Events, Arts Events Fund and Sports Event Partnership Fund)	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Major Events Fund prioritises events that promote the economic wellbeing of the city, but which also contribute to social, environmental and cultural wellbeing.

ATTACHMENTS

Nil

PALMERSTON NORTH CITY COUNCIL

Minutes of the Culture & Sport Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 25 September 2024, commencing at 9.00am

- Members Present:** Councillors Rachel Bowen (in the Chair) Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.
- Non Members:** Councillors Brent Barrett, Lorna Johnson, Orphée Mickalad and Karen Naylor.
- Apologies:** The Mayor (Grant Smith) (absent on Council business) and Councillor Lew Findlay (early departure).

Councillor Brent Barrett left the meeting at 10.00am after consideration of clause 30. He was not present for clauses 31 to 42 inclusive.

Councillor Lew Findlay left the meeting at 12.06pm during consideration of clause 40. He was not present for clauses 40 to 42 inclusive.

Karakia Timatanga

Councillor Rachel Bowen opened the meeting with karakia.

28-24 Apologies

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 28-24 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin and Brent Barrett.

Declarations of Interest

Councillor Debi Marshall-Lobb declared an interest in Item 14 (The Globe Theatre Trust - Annual Report 2023-24) (clause 37) but stated she

did not consider it to be a conflict of interest.

29-24 Presentation - Volleyball Manawatū

Presentation, by Kelsey Higgins, General Manager, Volleyball Manawatū (presentation appended to these Minutes).

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

Clause 29-24 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin and Brent Barrett.

30-24 Presentation - Centrepont Theatre

Presentation, by Murray Georgel, Building Committee and ex Board Chair, Martin Carr, Business Manager and Kate Louise Elliott, General Manager/Artistic Director, Centrepont Theatre (presentation appended to these Minutes).

Centrepont Theatre is currently raising money to renovate the theatre. Construction is planned for 2026-2029. They asked for either in-kind support or a Council contribution to the rebuild.

During discussion Elected Members noted the economic impact and community outreach (the largest of any in the country) that Centrepont has, and requested the Chief Executive provide ideas/options for Council to support the building project, in time for further discussion and decision making.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the presentation for information.
2. That the Chief Executive provide options for Council to support the Centrepont build project, in time for any decisions to be referred to the Annual Budget.

Clause 30-24 above was carried 12 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood, Kaydee Zabelin and Brent Barrett.

Councillor Brent Barrett left the meeting at 10.00am.

31-24 Confirmation of Minutes

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the minutes of the Culture & Sport Committee meeting of 26 June 2024 Part I Public be confirmed as a true and correct record.

Clause 31-24 above was carried 10 votes to 0, with 1 abstention, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, William Wood and Kaydee Zabelin.

Abstained:

Councillor Debi Marshall-Lobb.

32-24 Play Policy - Annual Implementation and Monitoring Report 2024

Memorandum, presented by Manumea Durie, Play Advisor and Amy Viles, Community Development Manager.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Play Policy - Annual Implementation and Monitoring Report 2024', presented to the Culture & Sport Committee on 25 September 2024.

Clause 32-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

33-24 Response to the recommendations from the 'Multiuse Indoor Courts and Covered Outdoor Courts Study 2024 for Palmerston North City Council' prepared by RSL Consultants

Memorandum, presented by Ann-Marie Mori, Policy Analyst.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee note the recommendations of the Multiuse Indoor Courts and Covered Outdoor Courts Study 2024 for Palmerston North City Council will inform future advice on the provision of indoor and outdoor covered courts.

Clause 33-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew

Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

34-24

Statement of Intent to Develop Reserve Management Plans

Report, presented by Aaron Phillips, Activities Manager - Parks.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That Council adopt the reserve management planning structure and revised work programme described in Option 1 of this report.
2. That Council notify its intention to develop the following Reserve Management Plans and invite the public and interested parties to provide suggestions as per Section 41 (5) of the Reserves Act 1977:
 - a. General Policy Reserve Management Plan (new)
 - b. Omnibus Reserve Management Plan (new)
 - c. Kahuterawa Outdoor Recreation Plan (revised)

Clause 34-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

The meeting adjourned at 10.32am.

The meeting resumed at 10.53am.

35-24

Te Manawa Museums Trust - Annual Report 2023-24

Memorandum, presented by Adrian van Dyk, Chair and Simon Barnett, Trustee, Te Manawa Museums Trust Board.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive Te Manawa Museums Trust Board's Annual Report 2023-24 (Attachment 1).

Clause 35-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

36-24

The Regent Theatre Trust - Annual Report 2023-24

Memorandum, presented by David Walsh, General Manager, Regent on Broadway and David Lea, Chair, Regent Theatre Trust Board (presentation appended to these Minutes).

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Regent Theatre Trust Board's Annual Report 2023-24 (Attachment 2).

Clause 36-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

37-24

The Globe Theatre Trust - Annual Report 2023-24

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

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Globe Theatre Trust Board's Annual Report 2023/24 (Attachment 2).

Clause 37-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

Note:

Councillor Debi Marshall-Lobb declared an interest in this item but stated she did not consider it to be a conflict of interest.

38-24

Palmerston North Public Sculpture Trust Annual Report to Council September 2024

Memorandum, presented by Simon Barnett, Chairperson, Palmerston North Public Sculpture Trust.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Palmerston North Public Sculpture Trust's Annual Report 2023-2024, presented to the Culture & Sport Committee on 25 September 2024.

Clause 38-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

39-24 2024/25 Maintenance and Renewal Plans and Budgets for Cultural Facilities

Memorandum, presented by Bill Carswell, Manager Property and Resource Recovery.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled '2024/25 Maintenance and Renewal Plans and Budgets for Cultural Facilities', presented to the Culture & Sport Committee on 25 September 2024.

Clause 39-24 above was carried 11 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

40-24 Conservation Plan for Caccia Birch House and Property

Memorandum, presented by John Lynch, Manager Venues and Events, Bill Carswell, Manager Property and Resource Recovery and Chris Smith, Manager Wildbase Recovery.

Councillor Lew Findlay left the meeting at 12.06pm.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the memorandum titled 'Conservation Plan for Caccia Birch House and Property' presented to the Culture & Sport Committee on 25 September 2024.

Clause 40-24 above was carried 10 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

41-24 Statements of Expectation for Cultural Council Controlled Organisations 2025-2028

Memorandum, presented by Gillian Tasker, Community Development Advisor (Arts).

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee approve the Statement of Expectation 2025-2028 for Te Manawa Museums Trust, (Attachment 1).
2. That the Committee approve the Statement of Expectation 2025-

2028 for the Regent Theatre Trust, (Attachment 2).

3. That the Committee approve the Statement of Expectation 2025-2028 for the Globe Theatre Trust (Attachment 3).

Clause 41-24 above was carried 10 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

42-24 Committee Work Schedule

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive its Work Schedule dated September 2024.

Clause 42-24 above was carried 10 votes to 0, the voting being as follows:

For:

Councillors Rachel Bowen, Billy Meehan, Mark Arnott, Vaughan Dennison, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Kaydee Zabelin.

Karakia Whakamutunga

Councillor Rachel Bowen closed the meeting with karakia.

The meeting finished at 12.15pm.

Confirmed 27 November 2024

Chair

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Sport Manawatū Charitable Trust - Annual Report to Palmerston North City Council for 1 July 2023 to 30 June 2024

PRESENTED BY: Ann-Marie Mori, Policy Analyst

APPROVED BY: David Murphy, General Manager Strategic Planning

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

- 1. That the Committee receive the Sport Manawatū Charitable Trust – Annual Report to Palmerston North City Council for 1 July 2023 to 30 June 2024 (Attachment 1).**
-

1. ISSUE

- 1.1 Attachment 1 is the Sport Manawatū Annual Report to the Council for the period 1 July 2023 to 30 June 2024 (representing year two of the current three-year agreement). Representatives of Sport Manawatū will be in attendance to present the report.
- 1.2 Under the 2022-25 agreement, there is a requirement to submit an Annual Report. The [six-month progress update](#) was presented to the Culture & Sport Committee in March 2024.
- 1.3 Staff have evaluated Sport Manawatū's performance against the agreement's accountability requirements and performance measures to assess progress towards three outcome areas. The year 2 assessment is included as Attachment 2.

2. BACKGROUND

- 2.1 Sport Manawatū is an independent charitable trust and receives multiple and diverse sources of funding, including from Ihi Aotearoa - Sport New Zealand, the Palmerston North City Council, other councils in the region, the Te Whatu Ora Health NZ – MidCentral, and community trusts. Sport Manawatū works towards meeting several different investment outcomes through its activities and, therefore, its report includes some activities that are not solely funded through the Council's funding agreement.
- 2.2 Council has funded Sport Manawatū since 1996. Over time the grant amount has varied as services were added, including strategic plan implementation, event support, and active transport promotion. These changes have

reflected organisational changes by Council, such as fluctuations of in-house versus outsourced delivery models, and Council policy changes, including changes to community outcomes and the Support and Funding Policy.

- 2.3 The current funding agreement and strategic partnership plan with Sport Manawatū was entered into in July 2022 for three years.
- 2.4 The value of the base funding in the agreement for the 2023-24 financial year was \$614,659.00 (excluding GST). This was made up of:
 - Operational grant - \$322,509
 - Sports Event Partnership Fund (for distribution) - \$280,952
 - Active Communities Fund (for distribution) - \$11,198
- 2.5 Two further grants, totalling \$20,000, were made to Sport Manawatū to support research related to the low-investment opportunities identified in aquatic facilities and water-based recreation needs assessment.
- 2.6 An additional operational grant of \$80,000 per annum for the Bike Ready programme (cycle skills delivery) investment ended in 2023-24. The ongoing delivery of this programme is contingent on the outcome of recent discussions on active transport budgets. The budget was recently confirmed for the 2024-25 financial year. The 2025-26 budget will be determined via the Annual Budget process.
- 2.7 The 2022-25 funding agreement outcomes, based on the Council's 2021 strategic direction, are:
 - Outcome 1: Palmerston North is one of the most active communities in New Zealand.
 - Outcome 2: Sports events create both social opportunities and economic benefits.
 - Outcome 3: People have the skills to safely and confidently cycle and walk on our transport network.
- 2.7 To help meet these outcomes, Sport Manawatū administers the Active Communities Fund (Outcome 1) and the Sports Event Partnership Fund (Outcome 2) on the Council's behalf under the Support and Funding Policy.
- 2.8 The Trust's financial statements are available on the [Charities Services](#) website (when they are filed).
- 2.9 Sport Manawatū recently finalised its [Statement of Strategic Intent 2024-30](#). This provides a long-term perspective on how Sport Manawatū will fulfil its vision: Everyone active – Kia mātātoa tātou.





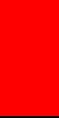

3. ANNUAL REPORT ANALYSIS

- 3.1 An evaluation of Sport Manawatū's accountability reporting requirements and performance measures is included as Attachment 2. This assessment reflects regular and ongoing discussions with Sport Manawatū staff.
- 3.2 Sport Manawatū has demonstrated good progress towards meeting the performance measures in the second year of the 2022-25 funding agreement. The performance measures guide monitoring for the key outcome areas. In many cases, Sport Manawatū has provided useful narrative alongside quantitative data to help measure progress towards the agreed outcomes.
- 3.3 Specific areas identified by Sport Manawatū staff for improvement are:

Outcome 1	<ul style="list-style-type: none"> • Improving the approach to prepare an Annual Plan that sets out specific actions staff will take in response to the priority areas. • Revising the approach to the collection and analysis of membership and participation statistics for the main sports codes.
Outcome 2	<ul style="list-style-type: none"> • Auditing the Sports Event Partnership Fund (SEPF) alongside other Council funds administered by other organisations. • Improving how to capture the social benefits of SEPF-supported events.
Outcome 3	<ul style="list-style-type: none"> • Revising the future approach to cycle skills delivery and other active transport activity.

- 3.4 A traffic light assessment of the performance measures to summarise the progress towards the funding agreement outcomes is presented below:

Outcome area performance measures	Traffic light						
	<table border="1"> <tr> <td style="background-color: red; width: 20px; height: 20px;"></td> <td>Not on track</td> </tr> <tr> <td style="background-color: orange; width: 20px; height: 20px;"></td> <td>Partly on track</td> </tr> <tr> <td style="background-color: green; width: 20px; height: 20px;"></td> <td>On track</td> </tr> </table>		Not on track		Partly on track		On track
	Not on track						
	Partly on track						
	On track						
Outcome 1: Palmerston North is one of the most active communities in NZ							
➤ Decreasing levels of physical inactivity in the City.							
➤ Activities delivered are responding to and meeting community needs.							
➤ Compliant administration and allocation of funding programmes on behalf of the Council.							
➤ Delivery of agreed implementation actions in the He Rā Ki Tua Regional Sport Facility Plan and Play Policy.							

Outcome area performance measures	Traffic light
Outcome 2: Sports events create both social opportunities and economic benefits ➤ Increasing economic and social benefits of SEPF-supported sporting events.	 Not on track  Partly on track  On track
➤ SM is a collaborative partner in the City's event network that contributes to hosting successful sports events in the City.	
Outcome 3: People have the skills to safely and confidently cycle, and walk, on our transport network ➤ Increasing participation in walking and cycling as active transport modes.	
➤ Minimum of 800 students trained at Grade 2 cycle skills level annually (for year 2 of the agreement).	

3.5 In past annual evaluations, a set of monitoring indicators have gauged the Council's and Sport Manawatū's collective impact. Over the past year we have discussed the value of continuing with assessing these monitoring indicators. As these indicators have now been updated through the 2024-34 Long-Term Plan (LTP), and the performance measures and a proposed set of monitoring indicators were similar, this further assessment is now unnecessary.

4. SECTOR LEAD STATUS UPDATE

4.1 The Support and Funding Policy 2022 allows the Council to engage sector leads through a partnership approach as part of the Strategic Priority Grants (SPG) programme.

4.2 The criteria for a for-purpose group to qualify as a sector lead were largely based on the strategic partnership model established with Sport Manawatū in 2018/19, which eliminated the need for them to compete for operational funding from the Council. Sport Manawatū's last 'fee for service' contract with the Council was from 2016 to 2019.

4.3 Although Sport Manawatū's current operational funding is not provided through the SPG programme, they are still considered a 'sector lead' in practice. Sport Manawatū are more accurately described as a strategic partner of the Council as opposed to a 'sector lead'. Due to the long-standing and successful relationship with Sport Manawatū, there is no intention for staff to recommend that the organisation return to a contestable funding process or apply for sector lead status at this point.

4.4 Sport Manawatū's ongoing funding from the Council depends on several factors, including positive performance assessments and budget confirmation through the LTP or Annual Plan processes.

- 4.5 Council acknowledges Sport Manawatū as a strategic partner, recognising their leadership role in the sport and recreation sector. This recognition partially aligns them with other established sector lead organisations approved through the SPG process and highlights the value of the partnership developed over many years of Council investment.
- 4.6 There are several clear benefits to this approach, including:
- Enhancing the mana of Sport Manawatū by formally recognising a long-established partnership with the Council, which has laid the foundation for the sector lead policy settings outlined in the Support and Funding Policy.
 - Confirming its role in the sport and recreation sector and highlighting its contributions toward achieving the Council's strategic direction and the resultant health and well-being benefits provided to the community.
 - Promoting a more consistent operational approach that aligns better with all other sector lead organisations involved in the SPG programme.
 - Acknowledging the high level of financial investment made (compared to sector lead organisations) in the funding agreement, including a significant role in administering two funding programmes on Council's behalf.

5. NEXT STEPS



- 5.1 Continue to monitor progress for the third year of the agreement with regular check-ins with Sport Manawatū staff.
- 5.2 Begin negotiations for a new Sport Manawatū/Palmerston North City Council funding agreement and partnership plan for 2025-2028 that aligns with the Council's 2024-34 strategic direction.
- 5.3 Align Sport Manawatū with the SPG sector lead organisations in terms of networking support and contractual expectations (but not in terms of the way they are funded).
- 5.4 A six-month progress update will be provided to the Committee early in 2025.

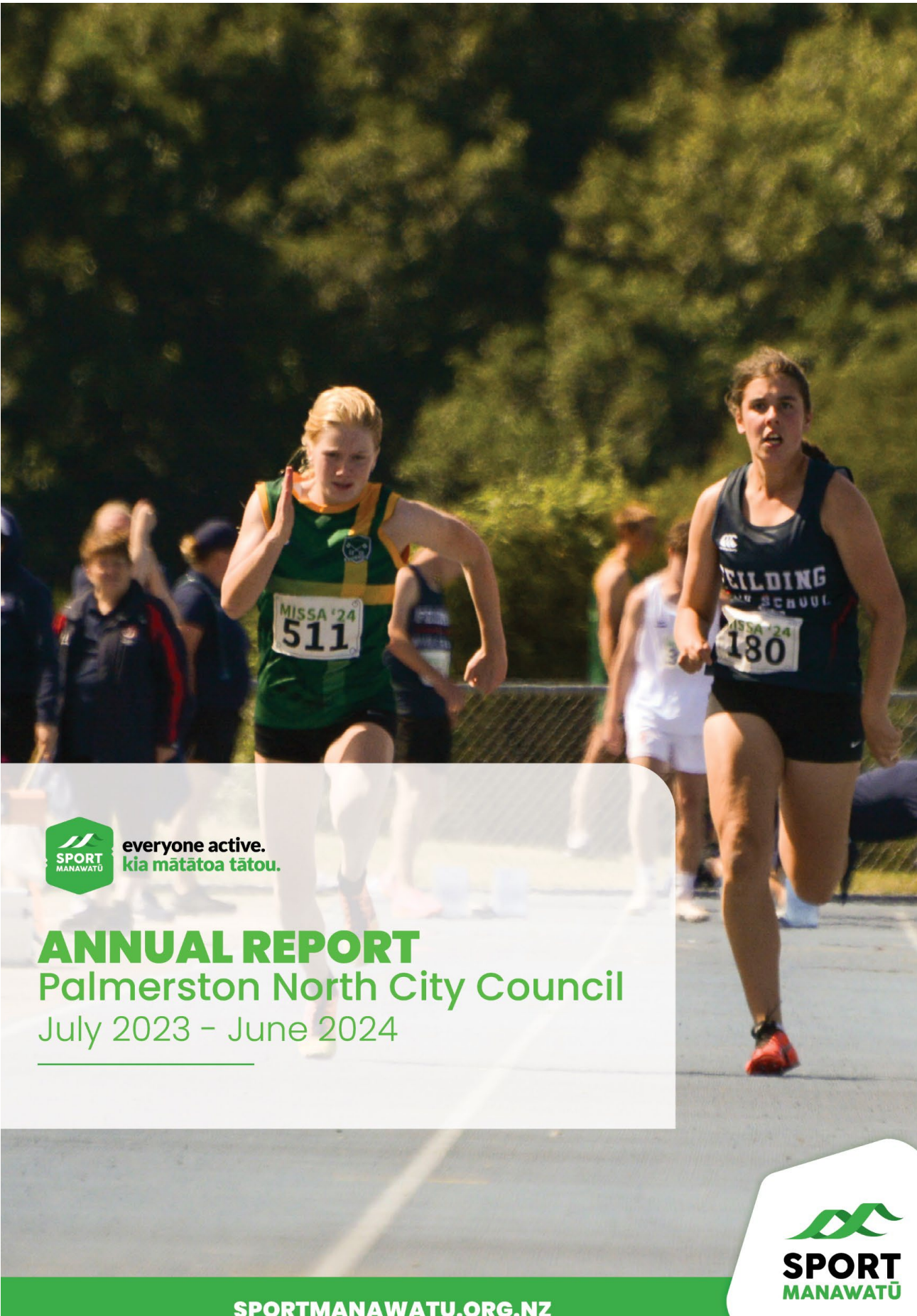
6. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual 4.3.5c.	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 objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
<p>The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city</p>	
<p>The recommendations contribute to the achievement of objective/objectives in:</p> <p>6. Mahere rēhia 6. Recreation and Play Plan</p> <p>The objective is: Support the community-activation and needs assessment activities of the regional sports trust (Sport Manawatū)</p> <p>2. Mahere whakawhanake ohaoha 2. Economic development plan</p> <p>The objective is: Support major events in the city through the Sports Event Partnership Fund (Sport Manawatū)</p>	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<p>The 2022-25 funding agreement and strategic partnership plan guides the delivery of services and activities to the community that contribute to social well-being. As a regional sports trust, Sport Manawatū are well-positioned to deliver these activities and services to the community with support and funding from Council.</p>

ATTACHMENTS

1. Sport Manawatū Annual Report to PNCC for 1 July 2023 - 30 June 2024 [↓](#) 
2. Sport Manawatū Annual Report for 2023/24 - Year 2 Assessment of Progress Towards Outcomes [↓](#) 



everyone active.
kia mātātoa tātou.

ANNUAL REPORT

Palmerston North City Council

July 2023 – June 2024

SPORTMANAWATU.ORG.NZ



KEY STATISTICS – PERFORMANCE MEASURES 2023/24

National data

The participation challenge

The latest insights and learning we've done over the past four years has honed our focus for the next strategic period. We remain committed to our focus on tamariki (5-11) and rangatahi (12-18).



Physical activity in New Zealand

Just over half of New Zealanders meet the WHO activity guidelines



New Zealanders who met the World Health Organisation's physical activity guidelines in 2023

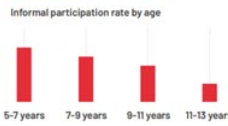
Most young people enjoy being active, but this doesn't translate into action.

Of all rangatahi, 4 out of 5 enjoy being physically active and want to take part in physical activities, but these figures have been declining. Nearly all young people know being active is good for them, but this doesn't translate into action.



Tamariki are the most active New Zealanders

Across all young people, tamariki aged 5-7 years have the highest informal participation rate (primarily play) but this declines as they age.



15-17 year olds participate least across all young people

Rangatahi participation levels decrease between ages 12-17 and often do not recover of the course of their lives due to a range of contributing factors.



Key demographic snapshot

Young women and girls spend less time being active than young males.

Fewer females than males meet the physical activity guidelines from age 12-17. Factors like confidence and fear of judgement are more present for young women.



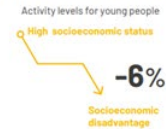
Disability affects participation

Disabled people are less likely to be active than non-disabled people. Time spend being active among tamariki is comparable between disabled and non-disabled, however the gap widens over their lifespan.



Socioeconomic status is highly correlated with participation

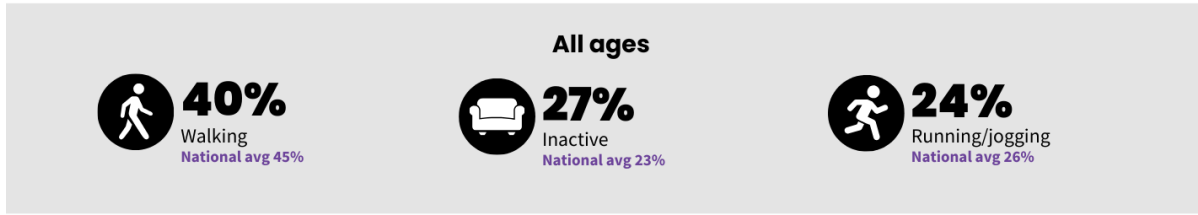
Young people and adults from communities of socioeconomic disadvantage have lower levels of weekly participation than those in communities of high socioeconomic status. Cost barriers are slightly higher for those in communities of socioeconomic disadvantage.



Outcome 1

ACTIVITY BEHAVIOURS PALMERSTON NORTH

Source: Sport NZ Insights tool - 2022/23 Active NZ Survey data



Older adults



Young families



Rangatahi



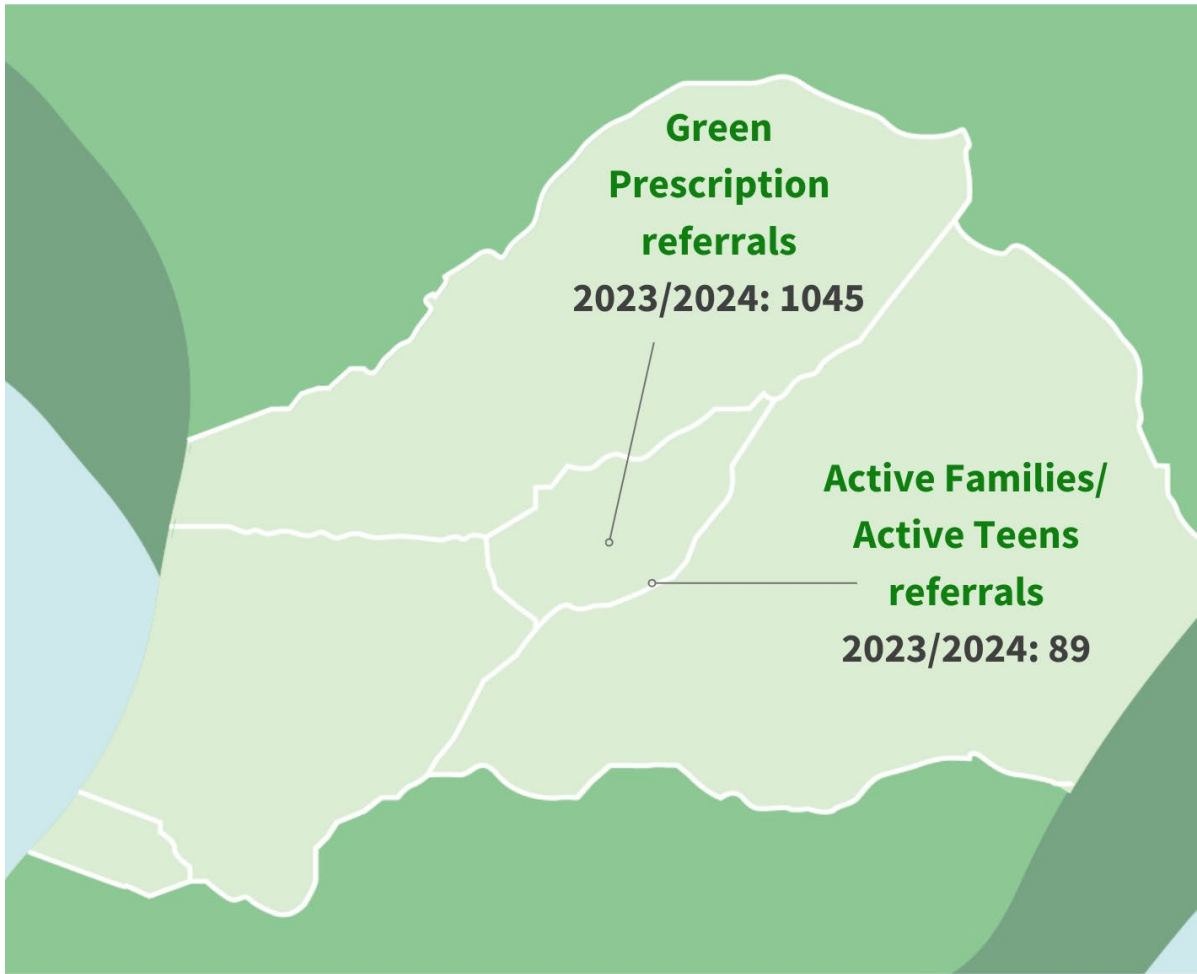
Tamariki



WORKPLACE CHALLENGE (10K STEPS A DAY)



GREEN PRESCRIPTION AND ACTIVE FAMILIES/TEENS REFERRALS



SUPPORT FOR LOCAL CLUBS AND CODES

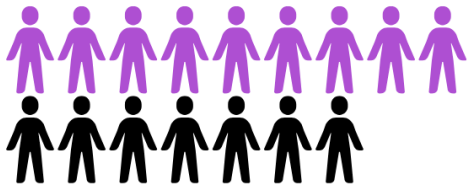


12

Codes contributing to joint LTP submissions

5

Governance workshops provided

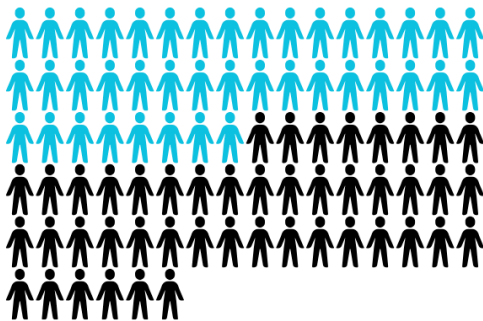


9

Coach Development workshops provided

7

Organisations partnering for 'That's Not On'



40

Youth Coaches participated in training

46

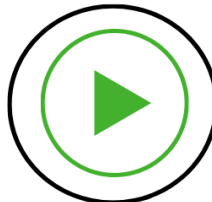
Youth Officials participated in training

RECREATION RANGATAHI - ACTIVE SUMMER INSIGHTS CAMPAIGN



1927

people reached



1169

video plays



155

people liked or shared video

Outcome 2

Key statistics – Funding distributions 2023/24

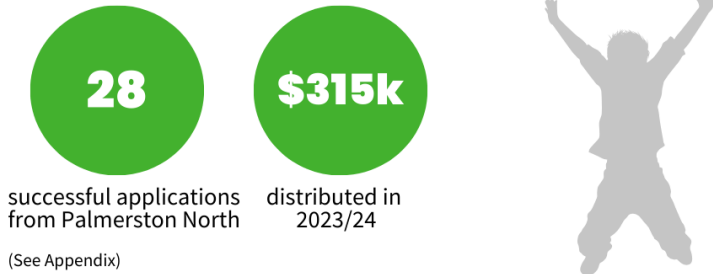
SPORTS EVENTS PARTNERSHIP FUND



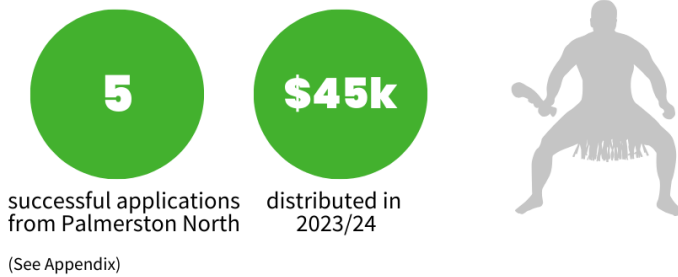
ACTIVE COMMUNITIES FUND



TŪ MANAWA ACTIVE AOTEAROA FUND (SPORT NZ)

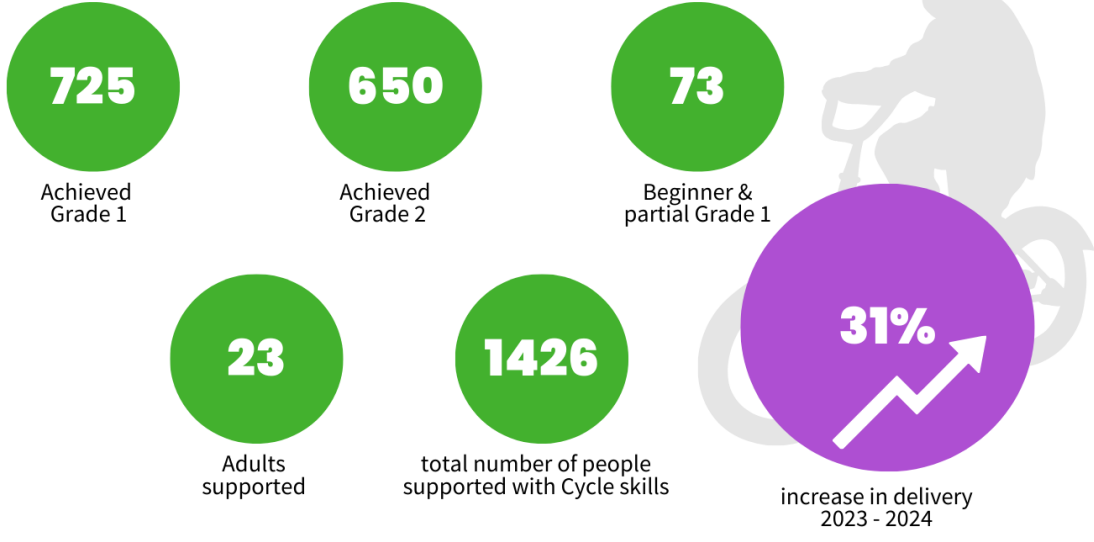


HE ORANGA POUTAMA FUND



Outcome 3

CYCLE SKILLS AND BIKE READY



SUMMARY OF ACTIVITY OVER THE PERIOD JULY 2023 – JUNE 2024

	JUL 23	AUG 23	SEP 23	OCT 23	NOV 23	DEC 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24	JUN 24
Active Summer campaign (page 20)												
Council and Committee meetings (page 12)												
DEI workshop (page 6)												
Incorporated Societies Act presentations (page 12)												
Manawatū Inter Secondary School Athletics (MISSA) 2024 (page 10)												
Manawatū Legends of Sport (page 5)												
Period Poverty Project (page 6)												
Play Week 2023 (page 15)												
PNGHS Let's Move It (see 6-month report)												
Recreation Rangatahi (page 8)												
Manawatū Secondary School Sport Awards 2023 (page 10)												
Student Coach and Officials Development Day 2024 (page 9)												
Success and Resilience with Barbara Kendall (page 11)												

	JUL 23	AUG 23	SEP 23	OCT 23	NOV 23	DEC 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24	JUN 24
'That's Not On' campaign (page 8)												
Women's Health Series (page 7)												
Women in Sport Aotearoa activation (page 6)												
Workplace Challenge (page 8)												

INTRODUCTION

Sport Manawatū supports Palmerston North City Council (Council) in achieving its strategic goals, particularly within the Creative and Liveable Strategy and the Active Communities Plan, by delivering social outcomes that align with the Council's priorities.

Our team comprises of subject matter experts in various fields, including Facilities, Green Prescription, Coaching, Safe Sporting Environments, Healthy Active Learning, Active Recreation, Active Transport, and Play. These experts work within the MidCentral rohe, gathering insights, data, and community feedback to understand local needs, aspirations, and challenges. This information allows us to respond effectively and tailor our support to meet the community's needs.

We collaborate with iwi, community groups, sports partners, health organisations, and others to extend our support across the city, ensuring a collective and impactful approach.

This report marks the second year of a revised three-year strategic partnership agreement with the Palmerston North City Council. Over the past 12 months, Sport Manawatū has gathered qualitative and quantitative insights from participants, clubs, and community organisations, helping us to identify local challenges and successes, and better understand what works well in our community.

The priority areas are as follows:

- Barriers exist for marginalised communities so there is a need to increase awareness of and develop greater diversity, equity, and inclusion responses to grow participation.
- Building an equitable support for and increasing women and girl's promotion and participation in sport and recreation. Data clearly demonstrates this as an area of priority.
- There is a need to create safe and supportive environments for tamariki and rangatahi to play sport. This includes addressing sideline behaviour issues that are impacting on rangatahi youth participating in sport (there is a noticeable drop-off in participation in competitive sport).
- Addressing low participation rates among tamariki and rangatahi which has been exacerbated by conflicting family priorities,

- financial limitations, and adequate resourcing.
- Supporting Māori participation, leadership and capability building in play, active recreation, and Sport through He Oranga Poutama investment.
- Reducing inequities and increasing access for tamariki, rangatahi, adults, and whānau in high deprivation communities where living costs present a daily barrier.
- The need to support sport and recreation providers (paid and unpaid workforce) to offer quality, inclusive experiences for participants and members (coaching and volunteers).
- There continues to be a growing need to strengthen and retain governance leadership across the sector. Changes in regulations are making committee volunteering less attractive.
- Developing partnerships and support for our Pasifika and multicultural communities where traditional western activities are not always attractive. Likewise, access to spaces with inherent risks which pose concerns for community welfare without educational awareness i.e., open water, rivers and waterways.
- Helping people to overcome their barriers to participation whether that be financial, motivational, or behavioural and linking to Council and other funding sources.
- Tamariki and their whānau are not experiencing the same variety of quality play experiences those of past generations experienced. This has been caused by societal shifts and expectations which limit time, space and permission in ways that support tamariki development.
- Attracting and retaining events is crucial if the city business network is to benefit economically. This is currently achieved through administration of the Sports Event Partnership Fund and the requirement to maintain long-term partnerships with National and regional sport organisations.
- Creating behaviour change initiatives based on fewer children and adults are riding a bike on our roads, while advocating for improved network and infrastructure improvements which will address safety perceptions.

- The 'That's Not On' campaign addressing sideline behaviour issues involved a collaboration of five Regional Sport Organisations.
- Sport Manawatū worked with the sector to support submissions to the Council's Long-Term Plan including coordinating a consultation session with Council and the sector and providing a submission from Sport Manawatū.
- Bike Ready and Cycle Skills engagement has increased 31% from 2023 to 2024. Alongside this growth in numbers, we are hearing more stories of how the programme has impacted on tamariki and whānau. One of these success stories can be viewed here: https://www.youtube.com/watch?v=jDrxZ-eW_e8
- Manawatū Legends of Sport event held in June 2024 to celebrate and honour the outstanding achievements and dedicated service of eleven people from our sporting community, nine of whom are from Palmerston North.
- A full cohort of staff are now onboard with the introduction of Carl Johnstone as General Manager Partnerships Environmental coming into the organisation in May 2024 and Kylie Turuwhenua-Tapsell, General Manager Partnerships Active Community's arriving in February 2024. We also have Communications and Impact covered with Rachel O'Connor returning to Sport Manawatū to head up this area.

3. **Participant-centred experiences** by better understanding what existing and prospective customers want.

Sport Manawatū strives to stay relevant to our communities and future-focused and therefore have undertaken a review of our Statement of Strategic Intent (SSI) which will supersede but complement our strategy.

In consultation with key stakeholders, including PNCC, we sought feedback on our new SSI. Council staff provided robust and considered feedback. Our new SSI responds to key areas based on data, evidence, and community feedback, by enhancing the capability of sector partners, groups, and organisations; co-designing projects with the community, as well as delivering projects that are experienced as high quality, reduce barriers, and increase opportunities for priority populations. Our new SSI has a stronger and more prominent commitment to Te Tiriti led by Dr Jeremy Hapeta who sits on the Sport Manawatū Board as well as the delegated representative from the Iwi Māori Partnership Board.

We will continue to work collaboratively across the sector to lead and advocate for play, active recreation, and sport opportunities that meets the needs of the communities in a way that work for the community. We will share our new SSI at the 12-month presentation to Council.

The impact of the economic climate continues to be seen across the play, active recreation, and sport sector. Recent research from Sport NZ¹ indicates that for a more sustainable future, the focus should be on three key areas:

1. **Strategies for cost reduction and mitigation** such as leveraging new technologies, fostering collaborations, and optimising facility usage.
2. **Funding sustainability** such as diversification of revenue or income streams, innovation and partnerships.

¹ "How is the play, active recreation, and sport sector in Aotearoa changing?", Sport NZ, 2024

PROGRESS AGAINST OUTCOME AREAS

Outcome 1: Palmerston North is one of the most active communities in New Zealand

This area focuses on getting our city active using play, active recreation, and sport. Sport Manawatū's role is to strengthen our sector, increase use of parks and open spaces, using insights to assist decisions on facility developments that grow membership and participation opportunities, and empower our community to be active for life. We know that people are generally healthier and happier when they are physically active and that being active contributes to all aspects of hauora.

Insights/intelligence responding to issues/opportunities.

The use of insights plays a critical role for how Sport Manawatū prioritises the work we do. Insights at a localised level ensures community solutions and innovations are designed and led by the community for the community. These additional insights findings should complement the Active NZ data but provide a more localised lens.

Active NZ data shows that our focus populations, including rangatahi and tamariki, are engaging in physical activity at rates above the national average.

In addition, the top three barriers for adults wanting more exercise are:

1. other commitments 64%,
2. too tired or don't have the energy 31%, and
3. struggle to self motivate 30%.

For youth, the top three barriers are:

1. too busy 31%,
2. the weather 20%
3. too tired or don't have the energy 17%.

These are inline with the national averages.

Source: Active NZ survey 2023.

Refer to previous pages for insights.

EVENTS, ACTIVITIES, ACTIVATIONS, AND INITIATIVES

Manawatū Legends of Sport

On Thursday 20 June, a special event was held to celebrate and honour the outstanding achievements and dedicated service of eleven people from our sporting community, nine of whom are from Palmerston North.

Held at the Manawatū Golf Club in Palmerston North with 100 guests in attendance, the evening was hosted by renowned Olympian Barbara Kendall, who has competed in five Olympic Games over her illustrious sporting career.

The inductees were honoured in two categories: Service to Sport, which recognises unwavering support in the sporting community, and Achievement in Sport, which acknowledges exceptional performance.

The event was a memorable evening, filled with celebration, inspiration, and recognition of these local sports legends. Sport Manawatū extends its gratitude to all who attended and supported the event, and to all the volunteers and people behind the scenes who help make sport happen in our community.

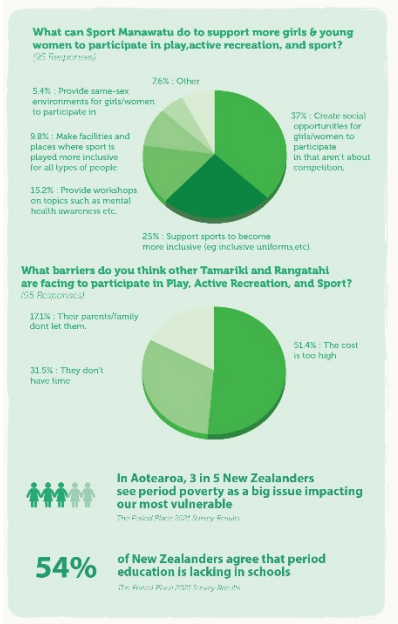


Period Poverty Project

Access to period products is a barrier that over 25% of women and girls have faced at some point in their lives while living in New Zealand. Access to period products negatively affects women and girls and their ability to participate in society, whether it is going to school, work, or playing a sport.

Period Poverty disproportionately impacts women and girls from lower socio-economic communities and thus becomes an issue of equity as well. All women and girls should have the same full access to a product that is a necessity for a large portion of their lives.

Sport Manawatū partnered with New World Pioneer to deliver period poverty packs to 242 sports teams across Palmerston North servicing an estimated 2,628 women and girls. We followed the project up with a survey which we utilised the data from to create an infographic.



TRAINING, SEMINARS, CONFERENCES, AND PROGRAMMES

DEI workshop

In December 2023, Sport Manawatū hosted the first in a series of planning sessions to develop a Diversity, Equity, and Inclusion (DEI) plan aimed at helping sporting and recreational organisations address the diverse needs of local residents.

The session attracted a broad range of sector representatives and initiated valuable discussions on key DEI principles and concepts. At the conclusion of the session, attendees reported a greater awareness and understanding of the socio-economic barriers that reduce participation and accessibility to sport, as well as the opportunity sport brings communities to create connection and sense of belonging.

There is opportunity for growth around how we effectively deliver in our communities with a DEI lens and what barriers we can reduce to promote engagement. Following this workshop, both our organisation and various codes are now focused on strengthening DEI policies, enhancing staff understanding, and raising awareness to create more inclusive environments.

Women in Sport Aotearoa

On Friday 10 May, 2024, Sport Manawatū collaborated with Women in Sport Aotearoa and the NZ Warriors Foundation to bring a Tupu Māia Session to Monrad Intermediate.

34 kōhine, aged 11 and 12 participated in a session run by Charlotte Scanlan. The Tupu māia programme is a hauora focused programme utilising Te Whare Tapa Wha in an active way to increase and influence kōhine's confidence, participation, enjoyment of sport, wellbeing, and keeping physically and mentally active with their peers.

At the end of the session the majority of participants reported a deeper understanding of how Te Whare Tapa Wha influences their hauora, which contributed to increased enjoyment and participation in sport. Overall, the session fostered better social connections and supported both physical and mental well-being.

Activating Rangatahi Network

Sport Manawatū has supported over 22 local community organisations to create, facilitate, and fund collaborative rangatahi focused initiatives with support of the Tū Manawa Active Aotearoa Fund. It was identified by Sport Manawatū staff that there was duplication when it came to organisations being involved with little collaboration or coordination across youth projects.

The Activating Rangatahi Network was created as a collaborative space for youth focused Community Organisations, Sport and Active recreation providers, and regional representatives to come together to work toward a shared vision of more active youth. Facilitated by Sport Manawatū, the network was held four times throughout the year, with the goal of the network being to create new connections, which would ultimately lead to events and initiatives being developed collaboratively. The ethos being, we are collectively stronger together.

The network has been constructed to create and encourage a diverse range of perspectives to be brought to the table, with representatives spanning the Horowhenua, Manawatū and Taranaki districts, while also inviting a broad range of community organisations within the city to contribute.

Initiatives have begun development, with organisations coming together to develop ideas, and work together to bring these to life. An initiative was used as a workshop activity to upskill kaimahi in how to successfully put together a youth driven project. Bestcare Whakapai Hauora used their 'HW2Sport' initiative to demonstrate effective Youth co-design and leadership within a community sports event. 'HW2Sport' was then implemented in the Foxton community with a collective organisational effort.

COLLECTIONS AND ANALYSIS OF SPORTS CODE MEMBERSHIP AND PARTICIPATION

As mentioned in our 6-month report, feedback from codes suggests that there are significant pressures being placed on sport administrators for information of this nature. We are reviewing our data gathering process to make responses to surveys easier for our stakeholder groups.

Women's Health Series

In winter 2023, we met with a group of women (targeting those over the age of 40). Through an evening of kōrero it was evident that there was not much support for women once they started approaching menopause.

We learnt that many were struggling, didn't really know or understand what changes were happening to their body, and didn't know where to go for support and guidance. Many felt that they had become invisible during this phase of their life and expressed that aspects of their wellbeing were being impacted in a negative way.

This initial conversation identified the need to support wāhine as they navigated their way through menopause and ultimately provide the much-needed knowledge they were seeking to support them to improved hauora outcomes.

From this feedback we developed the 'Women's Health Series' which ran during February, March, April 2024. A series of workshops/ presentations covered key topics that were identified during the initial korero. Topics included: Navigating the challenges of Perimenopause/ Menopause, Understanding the Pelvic Floor, Nutrition, and Exercise. We had a total of 84 women participate in the workshops.



2024 Workplace Challenge

The 2024 Workplace Challenge ran during the month of May 2024. Team numbers were up 82% on last year with 86 teams of four entering (37 more than last year), as well as three individuals. Participants were encouraged to aim for a minimum of 10,000 steps per day throughout the challenge, as well as participate in weekly challenges. Council was well represented in the challenge, with teams doing very well and receiving a number of spot prizes.



MONITORING PHYSICAL ACTIVITY/INACTIVITY LEVELS

Recreation Rangatahi

Over the 2023/24 summer, the Sport Manawatū team visited skateparks, sports grounds, and gyms across the city to speak with rangatahi about how they were staying active and what they enjoyed doing for fun.

Of the 15 rangatahi we spoke with, we discovered that most were engaging in unstructured physical activity, often referred to as 'Active Recreation'. This trend is increasingly evident across the country, with many rangatahi choosing activities they can control themselves. This preference is influenced by several factors, including part-time work commitments, a declining interest in structured sports, and the desire to spend more time with friends.

You can hear directly from local rangatahi in this video - <https://youtu.be/iZyTz7lGXMI?feature=shared>

Gathering these insights helps us understand what young people enjoy and how we can collaborate with them and the sporting sector to advocate for and create opportunities that allow youth to stay active in a way that suits them.

This video has been sought out by NZCT and is now shown in facilities across the country advocating for the importance of listening to and understanding youth voice.

'That's Not On' Campaign

'That's Not On' is a collaborative campaign to create positive sporting experiences for young people in sport. Five sporting organisations (Central Football, Manawatū Rugby, Hockey Manawatū, Basketball Manawatū and Netball Manawatū) have collaborated alongside Sport Manawatū to improve side-line behaviour and therefore create positive, safe, and inclusive experiences for those participating. It is not just athletes and parents that are our focus, but also coaches, referees, volunteers, and supporters down at our local sports venues. Together we aim to influence a culture shift on the side lines to ensure young people feel supported in their sporting endeavours.

In 2023, the campaign consisted of installing signage and flags at local sport venues and using social media to raise awareness. In 2024, the That's Not On network of RSOs continue to meet together to develop and implement sideline initiatives together.

Launching shortly is our latest initiative which involves using branded lollipops with a reflective message on them. Participating RSOs are trialling these to see if receiving a lollipop causes any behaviour change in the individual receiving the lollipop. We are gathering insights across the different codes to understand what works and what doesn't, and why.

The network of collaborating RSOs has also grown in number this year with the addition of the Manawatū Cricket Association and Manawatū Rugby League. Participating RSOs have expressed that there has been value in continuing to meet face to face and share common issues and insights with each other.

Good Sports Presentations

Good Sports is a culture change initiative aiming to create positive sporting experiences for young people by educating and supporting the key adult influencers in youth sport – in particular, parents. Sport Manawatū is a leader in educating in this space, and hosts workshop presentations based on needs of local stakeholders.

Building on the success of the Hockey Manawatū U13/U15 parents' meeting mentioned in our six-month report, Sport Manawatū has rebranded our Good Sports workshops as 'Raising an Athlete' for

2024, to make the marketing more relevant to parents. The 'Raising an Athlete' workshop is designed to help parents effectively support their children in their sporting journeys, with content grounded in the Balance is Better and Good Sports philosophies. This will be run in August 2024.

Student Coach and Officials Development Day 2024

In April 2024, Sport Manawātū partnered with Regional Sports Organisations and secondary schools to deliver the second annual Student Coach and Officials Development Day. This year, with the introduction of the Officials Development Pathway, 86 secondary school student athletes from 12 of our regional secondary schools took part in a wholly interactive day of learning new skills, building their confidence and having fun at CET Arena.



Student feedback about the day was very positive with a Net Promoter Score (NPS) of 42. One student highlighted, “The interactive games helped with better understanding how to coach.” Another appreciated, “learning new skills and meeting new people,” while a student official noted, “We weren’t just sitting around talking about officiating; we were being interactive and putting our knowledge into practice.”

Overall, the combination of practical activities, skill development, and social interaction made the day enjoyable and beneficial.

Hosting the event at Central Energy Trust Arena and Turf meant that a wide variety of sport specific skills could be practiced all at the same time.

To support ongoing development, applications have been created to allow RSOs to stay in touch with the students involved and continue offering them support.

Coach Developer Training

Regular meetings and professional development have continued to be delivered to the coach developers across the sports codes in the Manawātū region. Most of the attendees work for our Palmerston North based RSO’s.

These include the following staff:

- Hockey (2 plus 2 officials developers),
- Rugby (2),
- Basketball (1),
- Netball (3 plus 1 officials' developer),
- Football (1),
- Gym sports (2),
- Squash (1), and
- Volleyball (1)

Others sports that attend are:

- Swimming (1),
- Special Olympics Swimming (1), and
- Canoe Polo (1),

Attendees are benefiting from the cross-code collaboration that is occurring and the group are now opening any coach/official's development opportunities in their code, to all other codes.

Sport Sector General Managers Group

This group has expanded and now includes several sports beyond our RSO’s where these roles involve a volunteer. The attendees include Cricket, Hockey, Rugby, Football, Basketball, Volleyball, and Badminton.

This group has been extended to include an Aquatics group representative, Manawātū Swimming Chair, Parafed Sports representative, Rugby League Chair, Softball Chair, Touch Chair, Golf, Lawn Bowls, Pickleball, Bike Manawātū, Gymsports, and Tennis.

Along with this, we also invite Council Representatives around facilities and grounds.

The group has had several meetings when collaborative topical issues need to be addressed, providing the opportunity for sharing ideas and developing aligned support. Topics that have been addressed include facility/grounds availability and condition, LTP consultation, sponsorship, and funding opportunities.

Steve’s Tyre Service Manawatū Secondary School Sport Awards 2023

The Steve’s Tyre Service Manawatū Secondary School Sport Awards was held on Wednesday, 25 October 2023. Approximately 190 nominees from 15 out of the 20 secondary schools in Palmerston North, Feilding/Manawatū, Tararua, and Horowhenua were recognised for their sporting achievements. Over 60 different sporting codes spanning regional, national, and international levels were recognised and celebrated.

Feedback from a variety of participants, sponsors, VIPs and guests has been overwhelmingly positive and has been useful for evolving the Awards for 2024.



Manawatū Inter Secondary School Athletics (MISSA) 2024

The MISSA event in March 2024 marked a significant change as it was held on a weekday for the first time. This decision was made at the request of the Central Districts Principals Group to address the declining participation rate and lack of community engagement observed in previous years.

The event, held at Massey University Community Athletics Track in Palmerston North, saw an increase in participation by approximately 25%, with around 500 student athletes taking part.

The shift to a weekday was well-received, with many participants appreciating that it did not interfere with

their weekend commitments. As an example, Longburn Adventist College were able to participate for the first time, bringing 17 student athletes. “Our school is Seventh-day Adventist, meaning our religion restricts us from doing sports on Saturdays. This is our first time ever competing ever and it has been such a great experience. I really want to come again next year.” one participant noted, highlighting the increased inclusivity of this year’s event.

Another mentioned, “It means more kids participate although it’s harder for spectators to attend due to work,” emphasising better turnout. Additionally, “Because we usually have sports or things on in the weekend therefore it’s better having it during the week,” showed how it freed up weekends for other activities. Overall, the weekday scheduling allowed for greater involvement from a wider range of our student athletes.

To facilitate this increase in participation, several barriers were addressed using Tū Manawa funding. These included streamlining event entries, subsidising increased transportation costs, more robust health and safety planning to avoid risks with more attendees, and increasing cost of manaakitanga by the host school, Feilding High School, due to more event volunteers and team managers.

The event was praised for its organisation, use of live results, and increased participation. However, suggestions for improvement included better time management, improved communication, and increased involvement from all schools.

Overall, the shift to a weekday and the measures taken to increase participation proved successful, making the event more engaging and competitive. The success of this event sets a positive precedent for future secondary school athletics events in the region.



Success and Resilience with Barbara Kendall

On Friday 21 June, approximately 75 secondary school student athletes from Freyberg High School, Awatapu College, Cornerstone Christian School, Palmerston North Boys' High School, Queen Elizabeth College, St. Peter's College and Nga Tawa Diocesan School took the opportunity to join Barbara Kendall at the Central Energy Trust Arena, J.A. Russell Lounge to listen to her presentation on Success and Resilience.

Students reported that Barbara's presentation was a fantastic blend of engagement and information. The way she wove valuable lessons into her personal stories made learning enjoyable while shedding light on the importance of resilience and mental fortitude. Anabel from Freyberg High School said, "I thought it was very inspirational and also very interesting to hear another very successful women athlete's story."

Barbara's interactive style deepened the impact of her talk, allowing the group to connect with both her experiences and the content presented. Her relatability as a speaker enhanced engagement, underscoring her ability to hold the audience's attention while motivating everyone present. Barbara's practical example of managing stress through diaphragm breathing resonated with group. Aidan from St. Peter's reflected, "I really liked the ways Barbara taught us how to control our bodies in tough situations."

Listening to a world champion like Barbara provided invaluable insights and motivation, highlighting the transformative power of learning from those who have excelled at the highest level. All student athletes involved reported wanting to have access to more of these types of opportunities in the future!

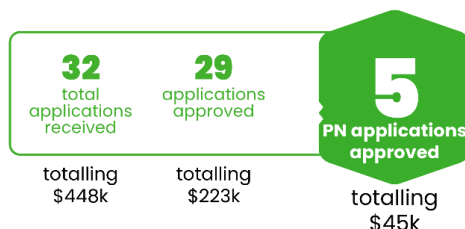


CONTRIBUTE TO MĀORI WELLBEING

He Oranga Poutama

Sport Manawatū, in partnership with Te Pae Oranga o Ruahine o Taranui, successfully stood up the funding process, engaged with whānau, hapū and iwi groups and received applications for funding across all seven Iwi within our District.

Significant time and effort was placed on visiting stakeholders to build connection with Māori organisations and groups to promote the fund and provide in-depth support for the application process. Additionally, through these connections we were able to extend our network of whānau, hapū and iwi groups and allowed for wider conversations for the Active Communities and Sports Events Partnership Funds.



The Fund, which contributes to whānau, hapū, iwi, and Māori wellbeing through physical activity, was well oversubscribed with a total of 32 applications received totalling \$447,889. This funding round saw a total of 29 application approved with \$223,034 distributed across the groups. Five applications totalling \$44,619 were successful for Te Papaioea with initiatives ranging from Wānanga to promote local learning and physical activity in nature to building opportunities and access to physical activity in early learning and primary school settings.

Our next stage is to support the capture of insights and impact across each of the funded projects which will culminate in a joint sharing evening to celebrate the achievements, learnings and experiences of the projects participants.

Collaboration project promoting whānau hauora

We have been building our connections with Rangitāne o Manawatū and other community stakeholders thanks to an invitation to join Ora Kōnnect, a ropū based in Palmerston North comprising Māori health organisations covering the

4412 catchment (Awapuni). Two Sport Manawatū staff were brought into a project collaborating with Te Tihi (Māori health agency that supports seven manawhenua ropu), THINK Hauora, Public Health, Council, Highbury Whānau Centre, and the Manawatū Rugby Union to deliver an initiative involving a Cyclone and Turbos game day event to engage and promote whānau hauora.

Support and funding.

ACTIVE COMMUNITIES FUND ADMINISTRATION

Established by the Council in 2018, the Active Communities Fund aims to remove financial barriers to enable individuals, families, caregivers, children, and youth the opportunity to be more active, more often. The fund aims to remove barriers to participation through the provision of:

- activity-related costs
- activity-related equipment not provided through a club, school, or activity provider.
- uniforms, clothing, or footwear
- facility fees or event costs
- access to one-on-one or small group coaching
- opportunities that support a life-long love of being physically active
- travel-related costs.

33 Palmerston North residents were supported to be active through grants totalling \$9,511.

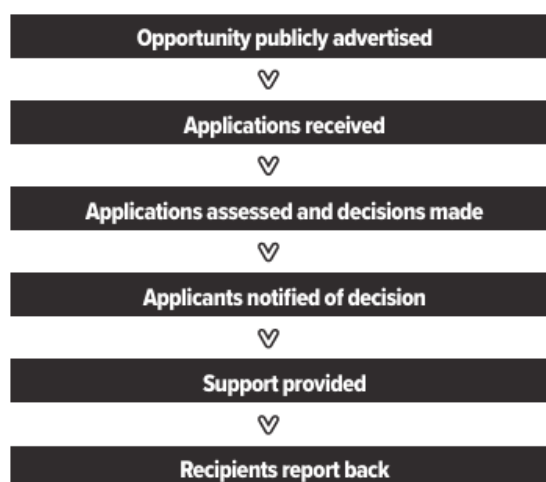
The process to assess Active Communities and SEPF is in alignment with PNCC Support and Funding Policy 2022.

In reference to Support and Funding Policy:

5.3.2 Process:

- All support and funding programmes are allocated according to a contestable process.
- Support and funding opportunities are widely communicated through our extensive networks. Due to the small allocation of funding, we work predominantly with priority communities to ensure families who are most in need can access the funding.
- The information and supporting documents from applicants are proportionate to the extent of the support sought, and appropriate to the situation

of the applicant and the level of risk. We try to ensure that this process is as simple as possible to reduce any barriers.



Sport Manawatū are audited by an independent company every year. This is a financial audit of all our funding received and distributed. We pride ourselves on ensuring we have open, transparent, and compliant processes in place where annual reviews and improvements are made.

We have made improvements in the following areas to ensure we are compliant with the following.

5.3.4 Decision-makers

- Each support and funding programme will describe the mode of decision-making, for example staff assessment, allocation panels, peer review or any other mode.*
We have improved our peer review process to broaden our assessment panel to reduce any conflicts of interest.
- In allocating support and funding programmes decision-makers will:*
 - *declare any real or perceived conflict of interest with applications; and be excluded from any assessment or decision making related to those applications.*
We ran a professional development session for all staff on conflicts of interest, following this we revised our conflict of interest declarations.
- Decision-makers will act with integrity, impartially and in a fair and reasonable manner.*

This is why we have a panel in place for our SEPF and Active Communities.

- d) *All support and funding decisions will be:*
- *appropriate and transparent;*
 - *made in the knowledge of previous and/or current Council support;*
 - *fair and defensible;*
 - *within budget; and*
 - *free from any real or perceived bias or conflict of interest.*

Having organisations external to Sport Manawatū involved creates a robust process.

- e) *Where decision-makers decline an application a full explanation for the decision will be provided if the applicant requests.*

This is always done.

Active Communities Good News Story

We have received many ‘thank you’ emails from individuals and families, however as you can appreciate, recipients do not want their names or photos shared publicly.

One example of the impact of this fund is as follows, (Please note we have changed the name to ensure anonymity):

C.P, an 11-year-old referred by Te Roopu Whakaruruhau o Ngā Wāhine Māori, was able to join Snapback’s boxing program thanks to the Active Communities Fund (ACF).

Before receiving this support, C.P.’s main physical activity was walking home from school. Through Snapback’s program, designed for tamariki affected by family violence, C.P. found a safe space to build strength, mana, and a sense of responsibility. Boxing has empowered him not only physically but also emotionally, helping him develop self-control and confidence.

For C.P. and his whānau, learning to harness strength positively has been transformative, providing a healthy outlet that reframes power in a constructive way. C.P. will continue boxing and walking home from school three times a week to continue working and learning on both, his physical and emotional resilience.

OPERATIONAL SUPPORT

Code and Council Liaison support

Sport Manawatū has been an important partner with PNCC in ensuring that sports codes who are using the same fields across their seasons are working collaboratively with each other, and alongside PNCC to ensure the condition of the grounds are maintained and there is an avoidance of sports clashing with their fixture timings.

Sport Manawatū has contributed to the negotiation of Service Level Agreements (SLA) ensuring codes have a clear window of activity and a clear process for gaining access to fields outside their SLA agreement terms when needed. This has also resulted in PNCC having clear grounds maintenance windows between Summer and Winter seasons.

Incorporated Societies Act Review

One of two in-person presentations on the new Incorporated Societies Act was delivered in Palmerston North on Wednesday, 8 November 2023, with invitations and public promotion extended to the sporting sector across the district. For those unable to attend in person, a follow-up online session was provided on 6 December 2023. Our primary focus is to ensure that codes and clubs are well-informed and well-prepared to address the upcoming changes, including the increased financial accountability required of club committees.

Since these presentations, we have provided regular updates, along with access to Sport New Zealand webinars and templates, to our sports sector. Moving forward, Regional Sports Organisations (RSOs) will work to ensure a smooth transition for each club and organisation.

CONTRIBUTION TO COUNCIL’S PLANNING PROCESSES

Attendance at relevant Council and Committee meetings

On Wednesday 8 November 2023, we presented our 2022-23 Annual Report to Council. On Wednesday 27 March 2024 the new General Manager Partnerships – Active Communities and Head of Communications and Impact presented Sport Manawatū’s Six-Month

Progress Report to Palmerston North City Council at the Culture and Sport Committee meeting.

Sport Manawatū's CEO spoke to our LTP submission on Thursday 16 May 2024.

He Rā Ki Tua (Horizons Region Spaces and Places Plan for Sport and Recreation) briefing to Palmerston North City Council, Wednesday 5 June attended by Sport Manawatū's CEO and General Managers.

Sport Manawatū staff have had regular meetings with General Managers and staff at an operational level maintaining a positive relationship to ensure that all aspects within the agreement are met and monitored.

Regional leadership.

HE RĀ KI TUA (REGIONAL SPORT FACILITY PLAN) IMPLEMENTATION

As identified in previous reports, the Regional Sport Facility Plan (He Rā Kia Tua) has been refreshed. This was one of our strategic partnership outcomes. A Project Working Group (PWG) was established with a Memorandum of Understanding signed for the review of the 2018 Regional Sport Facility Plan back in October. The PWG comprises representatives from Sport NZ, Sport Whanganui, five Territorial Authorities: Horizons, and ECCT. Recreation, Sport, and Leisure consultancy (RSL) have been appointed the consultants to undertake the review which has now been completed.

PNCC was the first council to endorse this Plan at the Culture and Sport Committee meeting on 26th June 2024, which has since been endorsed by Tararua District Council in August 2024 and will go up to Manawatū District Council in October 2024.

He Rā Ki Tua, represents a significant step forward in how partners lead, collaborate on, and advocate for the quality planning and provision of spaces and places across the Horizons region. This Plan has been developed with key partners and presents an updated and agreed high-level approach to spaces and places provision for physical activity that is pragmatic, simplified, and based on evidence.

Sport Manawatū continues to fulfil its responsibilities by demonstrating its value in delivering on the Regional Sport Facility Plan Implementation Plan that has been agreed by representatives on the Regional Steering Group. Sport Manawatū is in a unique position to oversee several regional and sub-regional projects, share valuable learnings that are benefiting the sector long term, and crucially playing our part in making sure every Council dollar is invested wisely for maximum return in benefits to the community.

CONTRIBUTE TO PRE-FEASIBILITY OR NEEDS ASSESSMENT WORK (AS REQUIRED BY COUNCIL'S COMMITMENT TO THE REGIONAL SPORTS FACILITIES PLAN).

Manawatū Gymsports

A needs and feasibility assessments for a Gymsports facility in the city was delivered by Visitor Solutions, in May 2024 to the Manawatū Gymsports Inc, the proponent group for the new gymnastics facility.

The project's steering group for the assessment comprises representatives from Manawatū Gymsports, Gymnastics NZ, PNCC and Sport Manawatū. A number of identified locations for the development of the facility has been stated within the report with Sport Manawatū staff and Council officers working through these to identify a preferred site for future development.

Manawatū Gymsports has made positive progress in the interim and secured a medium-term lease of the Gymnastics building located at Arena 5 Central Energy Trust Arena.

Aquatic facilities review

Sport Manawatū assisted Council as part of Long Term Plan programme #1899 Aquatic facilities and water needs assessment to review brief and assist in selection of a consultant to undertake the work. The findings of the review were presented to council in November 2023.

One of the low investment opportunities the assessment recommended Council to pursue entailed working with Sport Manawatū to identify school pools in higher need areas and provide them support to be available for community access. Further to this recommendation was the establishment of a pool

network resilience funding scheme for those schools that would allow community use of their pools. Sport Manawatū engaged with school principals and assessed community access to school pools, gathering information on current arrangements for access to the pool and future development plans. These conversations also helped Sport Manawatū to understand barriers and gather insights on improving access. Based on this feedback, Sport Manawatū identified obstacles, proposed solutions, and explored collaborative opportunities to enhance pool access, ensuring alignment with relevant guidelines and leveraging best practices and funding opportunities. This information was then presented back to the council staff to inform advice on the idea of a network resilience fund. Council decided through the Long Term Plan process not to progress with this funding opportunity.

Bowls Detailed Feasibility assessment

Sport Manawatū has worked with Bowls Palmerston North and Bowls Manawatū to progress a business case for a covered bowling green in the city. The final report was completed in February 2024. Both parties are progressing club and centre strategies as well as a joint memorandum of understanding for shared use of the proposed asset.

The project working group for the business case comprised a Bowls Palmerston North facility committee, Council and Sport Manawatū, with Brett Young from Community Asset Solutions developing the business case. Sport Manawatū advocated for this project's continuation through Council's long term plan process, with endorsement from Council to see this project progress with a financial contribution in years 3 and 4.

Canoe Polo

Over the past nine months, Sport Manawatū has been working with representatives from the Manawatū Kiwi Canoe Polo club who have expressed a desire to develop a regional training and events facility. This relates to the aquatic needs assessment completed in August 2023

The club has completed a facility concept outline with a needs assessment underway. Sport Manawatū will be coordinating this phase of the process using He Rā Ki Tūa (Regional Sport Facility Plan) key work stages

to guide the process. Delivery of the needs assessment will be early 2025.

Kairanga Community Courts

Sport Manawatū has been assisting representatives from the Kairanga Community Center Inc committee to support with upgrading a community tennis court that is run down and under utilised. It was identified through community engagement that upgrading the community facility would be more user friendly, with local demand from residents seeking a universal space for multiple sporting options. The upgrade ensures that costs on families having travel for sport can now be reduced, while older residents will have an asset which will support a variety of user requirements. This project is now complete.

The community understands and values the benefits of play.

Lead and influence play network

Tamariki Advisor, alongside the Play Leads from Sport Whanganui, Sport Taranaki and Nuku Ora delivered an Activating Community Play Spaces hui in March for council staff from around the region. With guest speakers presenting on community lead activations and nature adventurous play, the aim of the hui was to inspire enablers within council to look at play beyond parks and playgrounds.

Part of the day involved a site visit to identified spots within Palmerston North, and staff really appreciated the opportunity to work alongside others to come up with ideas for what could be installed in these spaces. These ideas were then passed onto the Local Play Advisor. We had 40 council staff from the lower North Island in attendance and the feedback was that they really enjoyed the connection to others and wanted this to continue. The next hui is currently being planned.

Play policy implementation

Sport Manawatū advocated to Ihi Aotearoa Sport New Zealand for Council to be selected as one of the first four TAs to be given resourcing for the Local Play Advocate role across Aotearoa New Zealand. This will now enhance the impact we can have at a local level with an increase in time and skillset toward play.

Since the commencement of the Play Advisor role within PNCC, The Tamariki Advisor continues to support the implementation of the PNCC Play Policy. We have collaborated on LTP submissions in regarding play, promoted the TMAA and other funding sources to community groups looking to carry out play projects, and supported with ideas on the City Centre play project council is currently working on. Other implementation actions are identified and touched on in more detail below.

Support community play champions and initiatives

We have supported Community Libraries staff through an application for TMAA for a Play Libraries project that allow tamariki and youth within their communities to borrow play equipment when they want to be active. The libraries picked a selection of play equipment (including some that tamariki may not have access to at home) and had available within their library to be used at any time. The initiative has seen tamariki have input into what they would like to see at the library, requesting equipment, giving them a sense of belonging and responsibility to their community.

Sport Manawatū has supported a number of community play champions throughout the year through promotion, education and facilitation of play.

Alongside PNCC Play Advisor, Sport Manawatū presented a Let's Talk Play workshop to the Ruahine Kindergarten Association PLD day with 30 ECE teachers present. We shared what was happening regarding play across the districts and national trends to highlight the importance of play at their centres and how they could enhance this out in their communities also. From this workshop, we were also able to identify a couple of champions to join our Local Play Network and be a representative for the ECE sector.

Play Week at the end of 2023 saw Sport Manawatū facilitate a 'Play in the City' competition for local businesses to encourage them to provide play opportunities for both the community and their staff. By providing incentives and a small timeframe, we hoped this would be a safe environment for them to trial some play within their premises or just outside. Activations included hula hoops, sidewalk stencil activations, I-Spy, Mini-golf and giant games. Since the competition finished, we have now had other

businesses asking to use stencils outside their premises and those who want to jump on board next year too. We will continue to support and encourage businesses to provide play opportunities permanently in ways their spaces allow.

During play week, Sport Manawatū also developed and released a Play toolkit for parents/guardians or anyone in a child's life to encourage and support play. The toolkit offered ideas around engaging with nature play and a list of resources and places adults could use to provide play for the whole whānau.

Sport Manawatū also supported the development of the city's first Story Walk by RiverStop Awapuni Community group. Encouraging play activations to sit alongside some of the story boards, our aim was to build on the experience by prompting tamariki and their whānau to interact with the taiao with fun playful activations related to the book including hopping like a frog, stepping stone tree stumps and using sticks to pretend to fish. At the recent launch of the StoryWalk, there was overwhelming pride from the Awapuni Community about not only developing this special project, but also using local people to pull the project together from the author to illustrator to translator.

We are currently supporting Clearview Park Lions group in the planned Active Age Games in October. With over 20 rest homes planned to attend, we will be delivering a range of games for their residents to play throughout the day. We are looking forward to seeing our older community members engaging in play within their own ways.

Work with other organisations to achieve better play outcomes

This year has seen Sport Manawatū work with a range of organisations across the district to provide play opportunities out in the community.

The Tamariki Advisor took up the opportunity to present to the Regional Sporting Organisations General Managers group to encourage and support RSO's to provide play opportunities alongside their Sports. From this presentation, additional conversations with Netball have occurred with planned projects in the pipeline; and in the New Year discussions with Basketball and Tennis will continue.

Since these conversations Netball has created a play project within their venue and purchased play equipment for tamariki to play with at the courts. Interest has also been expressed by Swimming, Football and Cricket and we are excited to see where these could lead. Further to this, Sport Manawatū has purchased equipment to create Play Bags to sit within Sporting Venues and/or codes to help enable play in sporting areas where tamariki may be sitting on screens waiting for parents or siblings to play sport. Once back ordered equipment arrives, these will be distributed out into targeted areas of the sporting community.

Sport Manawatū has worked within the school space providing educational workshops to teachers including a Play workshop at the first regional Toi Torua PLD day. This workshop offered ways teachers and schools could implement different types of play within their school settings and encouraged teachers to reflect on their own practice when providing play opportunities.

Play week saw Sport Manawatū collaborate with Summerset Summerhill Retirement Village and Milson School to facilitate an intergenerational play session between the residents and tamariki of the school. Although the postponement of school events meant the children were not able to attend the session, they had worked previously identified games and activities to play with the residents of the village. We will continue to support the ongoing relationship between the two for continued connection and mutual benefits for both seniors and tamariki.

Sport Manawatū would like to thank PNCC for including us in the Vegetation Framework refresh currently being undertaken; we appreciate the opportunity to highlight the inclusion of play opportunities within the consultation process.

Grow a network of play champions in the community

The PNCC Local Play Network is up and running with representatives from communities across the district including Multicultural, Māori, disability, suburb community groups, seniors, ECE, primary school contacts, other community organisations and local play advocates. With six-weekly meetings, the network has been able to provide connection of key people within itself, as well as a platform for council

and Sport Manawatū to communicate and engage with. This network has been able to help promote out local play events, provide insights and consultation for park upgrades and play projects, and is currently working on play projects to meet the needs of play in our community.

This network continues to grow with members from differing communities continuing to join with a vast range of representatives including MCC, RiverStop, Community Libraries, Te Tihi, ENM, Manawaikaha, ECE, Autism NZ, Massey Children's University, ParaFed, Seniors Representatives including Age Friendly representative, and local community champions e.g. Replay and Re-boot. We are excited to use this network as a platform to engage with council processes to work alongside the amazing mahi being done, with a planned post LTP Play update from council staff at the next meeting.

Encourage pop-up play opportunities

Sport Manawatū collaborated with community libraries across the district to deliver four pop ups:

- Awapuni x2
- Central – Te Marae o Hine,
- Roslyn

The pop-ups were firstly also used a promotional tool to showcase the project of 'Play Libraries'; where each of these libraries had play equipment available to be borrowed by the tamariki of their community to use on an on-going basis. Then they became a part of regular programme scheduling for holiday programmes for the libraries. This was a huge win with play being integral part of a child's daily life so is crucial to include in holiday programmes also. Some pop-ups were more popular than others, ranging from 5-10 participants, up to 100 at the square pop-up; with age ranges from 1-80 years old – showcasing play is for everyone!

In addition to the above, Sport Manawatū also provided pop-up play opportunities at the 4412 Pāia Awapuni event, as well as at the Palmy Play Fest – multicultural play festival organised by PNCC and Manawatū Multicultural Council. We highlighted intergenerational play opportunities so that whānau could all come and play together at these events.

Through our Green Prescription programme, we have worked with Best Care Whakapai Hauora to deliver a

play session to the kaumatua group that meets regularly. Providing them with a few intergenerational games that they could then take away and play with their whānau (as well as a resource with these on), the feedback about the session was overwhelmingly positive.

Off the success of this session, we decided to deliver a play session within our scheduled GRx programme for the community also. With close to 30 adults taking part, it was great to see play used as a connection tool for these participants who normally would not get to interact in such a way. We will continue to integrate play into the term schedule moving forward.

Play streets enable and encourage people to play in their streets and neighbourhoods

Council successfully delivered a Play Street in the month of March, and Sport Manawatū will continue to work with the Local Play Advisor to take the learnings from this and share this with other TA’s who are developing their own processes.

National recognition for work in Play and Active Recreation

- Active Recreation in Council spaces
- Play Streets project



Encourage application to Tu Manawa funding Active Aotearoa (TMAA) for play initiatives

Following the success of the Palmy Play Festival in Play week 2023, we supported Manawatū Multicultural Community to apply to TMAA for permanent cultural play equipment for their members to play with on a weekly basis or use for other events they may have. This was due to the feedback received from the community about how the play festival sparked new connections with others within their culture and nostalgia for members. Equipment was sourced for Palmeirinhos, PN Iranian community and MCA and is now used frequently by the communities.

As mentioned above, Tamariki Advisor also worked alongside Netball Manawatū to implement play opportunities alongside their structured games and programmes. We guided them through the process of establishing insights from their community and developing an equipment list of age-appropriate play equipment. The equipment has been utilized alongside Saturday Netball Competitions and Tuesday night Premiere netball competitions. Feedback from the Netball community has been overwhelmingly positive with Netball Manawatū moving to add in funds within their operational budget for next year to increase the range of play equipment available.

IDENTIFY AND ADDRESS BARRIERS TO PLAY

We have used the Neighbourhood Play System process with Terrace End school. Through utilising a classroom of Year 4-5 students at Terrace End School we were able to understand the barriers to play within their school and the wider Roslyn community. Through engagement sessions with the class, we got to understand their modes of transport to school, what they enjoy playing with and issues of safety to accessing play opportunities. The Terrace End Neighbourhood Play System report was published and presented to school leadership in September. <https://sportnz.org.nz/media/pbclwbxg/terrace-end-school-3-5-final.pdf> Since the report, we have had ongoing conversations with the school around the recommendations and implementing these. The school have now taken the recommendations and have included some into their strategic and annual planning for 2024. We will continue to work with them and other key stakeholders to get these recommendations implemented for the tamariki of the school starting with the Wharenui Terrace walkway.

Tamariki Advisor presented the Neighbourhood Play System report to selected council officers representing key infrastructure areas with the recommendations and how council could support the neighbouring area of Terrace End School. Further meetings are planned with Urban Planning, Active Transport and Community Development representatives in the new year to see how some barriers can be minimised or eliminated.

Sport Manawatū have been building connections with Kāinga Ora around the Wharenui Terrace walkway

outside of Terrace End School that travels alongside their housing development. Using the voice of the students of the school, we have enlisted the help of an artist to pull together a play activation design for the walkway for tamariki to use on the way to school. As soon as the weather allows, this will be completed.

Further to this activation, discussions with Kāinga Ora around how we can integrate play and connection into their new developments once they are completed are ongoing with a pop-up play planned for the development in Rangiora Ave on completion of the houses. Sport Manawatū was also able to support the integration of families into the North Street Kāinga Ora housing development by providing individual play packs for the tamariki and rangatahi of the families that have moved in. As we do not have capacity to continue to provide these for every new complex, ongoing conversations of how we could support play will continue.



Outcome 2: Sports events create both social opportunities and economic benefits

Sports Event Partnership Fund and event support (SEPF)

ADMINISTRATION COMPLIANCE, PROCESS IMPROVEMENTS

A panel with representatives from Sport Manawatū, CEDA, and Council was established in July 2019 to jointly make decisions on hosting sporting events in the city. The desired approach has enhanced the

administrative process ensuring that funding decisions aligns to the Councils Funding and Support Policy and improves coordination among event funders.

Sport Manawatū applies the principles within the Funding and Support policy.

We have reviewed the terms of reference for the Sports Event Partnership Fund. These have been reviewed by the Sports Event Partnership Fund panel and have been sent to Officers for reflection and comment.

Applicant & Event	Value Add	SEPF Contribution
NZ Schools Rugby Union - Rugby First XV National Finals	\$238,672.00	\$5,000.00
Marist Football Club - Ethkick 2022	\$-	\$6,500.00
Basketball NZ - Secondary Schools Basketball Nationals	\$2,052,079	\$45,000.00
NZ Cycling Assn - Cycling NZ National School Road Championships	\$533,820	\$7,500.00
Racketlon NZ - NZ Racketlon Championships	\$42,000	\$2,500.00
Volleyball NZ - NZ SS Volleyball Championships	\$3,305,015	\$60,000.00
University and Tertiary - Tertiary Schools Event	\$35,062	\$3,500.00
Manawatū Golf Club - Golf NZ Super 6s	\$348,852.00	\$12,500.00
Touch NZ - Touch Nationals	\$1,329,966.00	\$28,592.14
Netball Central - Pulse vs tactix	\$61,486	\$10,000.00
Feilding Moa - NZ Road Running Championships	\$126,616	\$1,000.00
PNBHS - Sir Gordon Tietjens 7s	\$169,674.00	\$3,306.00
PN Marist Junior Football - Palmerston North Marist Junior Futsal Tournament	\$211,911.00	\$4,347.82
MMBC - MTB Secondary Schools Competition	\$44,408.00	\$4,490.10
NZCSMYS - Muslim Inter district games	\$100,072.00	\$5,000.00
Tai Unu Haupoi - Māori Hockey Tournament	\$371,392.00	\$5,000.00
Hockey Manawatū - Hockey Manawatū Events	\$831,412.00	\$6,000.00
Badminton Manawatū - Manawatū Badminton	\$237,636.00	\$17,000.00
Manawatū Softball Association - U15 Twilight Boys and Girls, and U19 Girls National Championships	\$375,070.00	\$8,434.78
Manawatū Cricket Association - Central Stags/Hinds	\$95,620	\$17,000.00
Manawatū Cricket Association - Year 9/10 Girls Cricket Festival	\$103,614	\$5,000.00

NZ Central Southern Muslim Youth Sports Association - Mayor's Unity Cup 2024	\$83,160	\$5,000.00
Palmerston North Bowling Club - Golden Oldies Bowls	\$90,714	\$1,500.00
Manawatū Cricket Association - Manawatū IPL Cup 2024	\$173,000	\$5,000.00
Squash New Zealand - NZ Junior Open	\$132,000	\$12,000.00
Kerala Association of Palmerston North - Badminton Tournament	\$9,492	\$1,250.00
The PN Marist Club - Marist Jr Rugby 7s Tournament	\$51,240	\$2,000.00
SquashGym Palmerston North - SquashGym Classic	\$40,096	\$5,000.00
	\$11,194,079	\$289,420.84

Migration to SmartyGrants

Sport Manawatū has migrated all the funds administrated on behalf of Council into the SmartyGrants platform. SmartyGrants will ensure that all funds distributed by Council are managed under a single platform, which will provide consistency to their internal operations.

Smarty Grants should also allow easy access to applicants' information, along with transparency with the funding processes. We have received mixed views from applicants on the ease of use of this application.

We are hoping to be involved (as one of several key stakeholders) to develop a city-wide events strategy. This is to ensure we can support a coordinated way of attracting and retaining events in the city which appeal to a range of core markets and builds valuable event experiences for participants, supporters, and residents alike.

RELATIONSHIP BUILDING WITH EVENT ORGANISERS, LEVERAGING OPPORTUNITIES, ATTRACTION AND RETENTION ACTIVITIES

Multiyear discussions for strategically important events

A series of promising discussions involving representatives from Volleyball NZ, Basketball NZ, Touch NZ, and Badminton NZ have taken place to discuss multi-year partnerships to deliver national grade events in the city. Sport Manawatū have coordinated broader discussions involving other key stakeholders including CET Arena staff, Regional Sport

Organisations, and Council's events and marketing staff.

We have been guiding proponents through the new application process via SmartyGrants, which has been a requirement for improving alignment between our internal administrative processes and Councils Support and Funding policy. This has been a proactive approach by Sport Manawatū to secure on-going multi-year partner agreements to retain economic benefits for our city.

Sport Manawatū have reached multi-year agreements with Basketball NZ and Badminton NZ, and NZ Schools Rugby Union (First XV). We have also signed agreements with Gymsports NZ, International Tai Kwan Do Foundation of NZ, Hockey Manawatū, and Wellington and Central Powerlifting Association to deliver events in Palmerston North.

We are currently negotiating a multi-year agreement with Volleyball NZ that if successful, will continue to bring the NZ Secondary Schools Volleyball Championships to the city for another three years. Other organisations have expressed interest in delivering events in Palmerston North with support from the Sports Event Partnership Fund (SEPF); however, some of these negotiations are on hold while we secure funding agreements with priority events.

Sport Manawatū acknowledges and appreciates the increase in funding level to the SEPF programme; however, it is important to point out that due to increased costs in event delivery, organisations have requested substantial increases (up to 125%) in their funding requirements from the SEPF. For this reason, we face the risk of losing many events that traditionally have been delivered in Palmerston North. This year, considering no disruptions other than increased requests in funding, the SEPF will only be able to support about 12 or 13 events (compared with 27 during the 2023-2024 financial year).

For this reason, Sport Manawatū will make a request to Council to retain the unspent amount of \$16,531.16 from the 2023-2024 financial year to retain some of the events that otherwise would be lost to another region.

ECONOMIC BENEFITS

This year, 28 events were supported with an investment of \$289,420.84. This has contributed an

estimated **\$11,194,079** of value add to the city. Some of the events delivered included the NZ Secondary Schools Volleyball and Basketball Championships, two of the biggest secondary schools' events in the NZ calendar. The rest of the events supported by the SEPF contributed with value add to the city, increase the city's profile, and/or raised community enhancement and spirit in Palmerston North.

SOCIAL BENEFITS

Our National Secondary School Sporting event organisers, NSO's, are keen to further develop their events and have a wider reach into the community creating a more community connected approach to these events. Sport Manawatū are working with the NSOs to look at leveraging opportunities and activation opportunities.

The social benefits of hosting these secondary schools events allows higher participation numbers from local schools and also increases the exposure of the codes to future participants from within the city.

1. Social Benefit survey: The survey data contains responses related to participants' demographic details, spending, motivations, perceptions of Palmerston North, and feedback on the events. Sport Manawatū analyses key areas to extract insights on economic impact, social connectivity, and overall satisfaction.

Here are the main findings:

- a. **Diverse Age Representation:** The survey respondents span a broad age range, with the largest groups being 40-49 years (51 respondents) and 15-19 years (48 respondents), indicating wide age-group engagement in city events.
- b. **High Attendance Frequency:** A significant portion (63%) of attendees had previously attended the event, showing a strong returning audience base.
- c. **Broad Geographic Reach:** 187 respondents came from other parts of New Zealand, with a notable portion (53) from Palmerston North itself, highlighting the event's draw beyond the local area.
- d. **Strong Likelihood of Return:** Over 90% of respondents (182) are "Extremely likely" or "Very likely" to attend the event again,

indicating high satisfaction and retention potential.

- e. **Increased Community Pride:** 116 respondents "Strongly agree" that such events boost their pride in Palmerston North, underscoring the positive impact on local sentiment.
- f. **Enhanced Liveability Perceptions:** 115 respondents "Strongly agree" that events like these make Palmerston North a more enjoyable place to live, enhancing the city's appeal to residents.
- g. **Positive Impact on Palmerston North's Image:** Many participants (182) reported improved perceptions of Palmerston North as a desirable place to live, visit, and conduct business.
- h. **Social Connectivity Motivations:** A common reason for attendance was the opportunity to connect with new people, showing the event's role in fostering social bonds.

These findings reflect the fund's positive influence on economic impact, social connectivity, and overall community satisfaction.

Outcome 3: People have the skills to safely and confidently cycle and walk on our transport

This outcome area details our activities which contribute to more city residents walking, cycling, or using other active transport modes to move around and explore our amazing city. We investigate the impact of cycle skills instruction for school aged children, using events that promote cycling and active transport, including infrastructure designed to get more residents riding a bike and using our city's network.

Promote active transport modes (walking and cycling) for recreation and commuting.

GENERAL ADVOCACY/PROMOTION OF ACTIVE TRANSPORT

Urban Cycle Network meetings

Four planning meetings with Waka Kotahi, Council and Sport Manawatū have taken place to support the refresh of the Urban Network Master Cycle Plan.

Sport Manawatū's CEO attended the Community Pedal Ride event with some elected members and community cycling advocates, to Central Normal School to discuss cycling in the City.

CYCLE SKILLS EDUCATION

Sport Manawatū and Council have continued to progress actions within this outcome area relating to becoming a He Waka Kotahi Bike Ready national cycle skills region. The He Waka Kotahi BikeReady programme centres on quality standards and measures, which includes spending more instructional time with individual participants.

Number of year 5/6 students in Palmerston North City: 2,379

Percentage of the Year 5/6 population that has been supported through our programme: 57% of the students.

To clarify, the process of delivering the Cycle Skills programme:

Level one delivered to Year 5 students:

- 2-3 hours per group
- Max 16 students per session (due to adult to student ratio and bike availability)
- 717 students supported to achieve level 1
- 58% of Year 5's across Palmerston North

Level two delivered to Year 6 students:

- Approx. 4 hours per group
- Max 12 students per session (due to adult to student ratio and bike availability)
- 649 students supported to achieve level 2
- 56% of Year 6's across Palmerston North

The team have worked hard this year to increase the visibility and activity of Cycle skills in both school and community settings. This has results in support for 1406 students, across 15 schools in Palmerston North, with 717 students achieving Level 1 cycle grading, 649 achieving Level 2 cycle grading. Additionally, 40 children with very little bike experience were

supported and 33 of these had never ridden a bike at all.

31 teachers and adults were supported to develop their cycle skill training ability and confidence. While the number of participants is good, we do experience issues with weather cancellations that delay progress, schools pulling out of planned events or schools have struggled to release teachers due to teacher shortage to permit these initiatives to occur.

This year we have piloted community workshops with some success but learnings from these have supported the development of a community targeted campaign which will aim to target parents and key community organisations in November and December.

Sport Manawatū worked with Cloverlea School and Central Normal School to again complete the Bike Ready Programme with their Year 5's (grade 1) and Year 6's (grade 2) using their Bikes in Schools Bikes. At these two Schools we also completed some teacher coaching for all year groups giving the teachers some guidance around helmet fitting, bike checks and simple riding skills activities to start building rider's confidence, along with providing tips on helping non riders or children currently using trainer wheels learn to ride a bike with no assistance.

While the target of 800 at Level 2 was not met (this number represents 69% the Year 6 population) it is imperative that students are supported to ride at Level 1 before Level 2 can be considered.

Our focus on maintaining Level 1 in the programme is to ensure safety and quality skill development for tamariki to ride anywhere recreationally with their whānau.

However, the confidence and support required in the transitional process to road riding cannot be underestimated. It requires skill and confidence in the child and skill and confidence in the caregiver to enable continued success of our programme.

FTE and operational costs limit the programme to the current deliverables so if funding is to continue into the cycle skills space the targets would need to be reviewed to an achievable target and deliverable which is seen to meet the outcomes and be value for money.

Impact of the programme reaches wider than the school grounds and this year we have actively sought feedback and voice from the tamariki and their whānau. A key story of impact was captured with Jaxon, the video of this can be viewed here:

https://www.youtube.com/watch?v=jDrxZ-eW_e8

WALKING AND CYCLING EVENT DEVELOPMENT AND CO-ORDINATION

Manawatū Walking Festival

Manawatū Walking Festival organisers have contacted Sport Manawatū and a meeting is planned for August 2024 with key stakeholders. It is anticipated that this event will be rejuvenated by local walking and hiking clubs.

CO-ORDINATION / NETWORKING

The Active Transport advisor attended the Speaker for Green Drinks meeting in September and provided input to Environment Manawatū stakeholders on Active Transport options. Addition support and including in the

DEVELOP AND CO-ORDINATE WALKING, CYCLING AND ACTIVE WHEELS EVENTS, INITIATIVES, AND ACTIVITIES.

Active Summer

We initiated the #ActiveSummer campaign during December 2023 and January 2024. This campaign focused on promoting walkways, cycleways and play spaces across the city and aimed to encourage individuals and whānau to explore these walkways and play spaces this summer. Promoted through the use of social media such as Instagram, Facebook and TikTok, we asked the community to capture their adventures through video and pictures and post them to social media using the hashtag #ActiveSummer, and tag Sport Manawatū. There was limited uptake on this initiative.

Helping to develop School Travel Plans with selected schools

We coordinated a series of meetings in November 2023 involving Council and Massey staff to assist us deliver on school travel plans across the city.

We are currently supporting Winchester Street and Terrace End schools (Bikes in Schools recipient) on implementing their school travel plans which involves ongoing monitoring. A staff vacancy in the Active Transport team will mean we have to review whether impacts have been made through the school travel plans, however our connection to these schools through the Neighbourhood Play System report and Healthy Active Learning continue to ensure support is provided to the schools. We do need to review our process for travel plans to ensure we can continue to provide these at a level that supports Council aspirations while providing value for Schools and the support provided for students to travel safely to school. We intend to review this in partnership with our Play and Schools team leads by Term 1 2025.

NEXT STEPS

Key Projects or initiatives.

Key projects that Sport Manawatū is going to involved in the coming 12 months include:

- Supporting the recommendations of the Indoor Courts study with PNCC officers.
- Deliver the Canoe Polo needs assessment.
- Support the Arena Masterplan Development, with particular focus on the Arena 5 multiuse facility.
- Assist with the delivery of the covered bowls project at Bowls Palmerston North, as identified in the LTP.
- Work with Manawatū Gymsports to move through to business case for a new facility.
- Continue to work with Kāinga Ora to provide play opportunities within their developments to enhance the play network across the city.
- Continue to collaborate with councils play advisor for implementation of play policy.
- Support woman in sport coaching development product.
- Work with sports event partners to develop multiyear agreements for the Sports Events Partnership Fund where applicable.
- Events: Walk n Wheels Week and Workplace Challenge.

APPENDIX

The activities below, while not funded directly through the Palmerston North City Council investment, have been delivered across the city and contribute to the broader outcomes of Council.

Active Families/Teens

The aim of the Active Families/Teens programme is to support, educate and encourage whānau to set and achieve goals for lifestyle change and physical activity levels in children, young people and their whānau. The Active Families had 101 referrals in the 6-month period which exceeds the contract target of 45 referrals.

Active Teens Te Hiringa Programme

The Active Teens Te Hiringa programme was done with the Highbury Whānau Centre throughout Term 2. An introduction day was held on Friday, 3 May 2024, Conversations were held between Sport Manawatū and the Te Hiringa Group which revealed that racket sports such as table tennis, squash and badminton were an interest of the group therefore resulting in the term of Racket sports.

The goal of the Te Hiringa programme is to reduce the barriers to physical activity for the rangatahi and allow them opportunities that they wouldn't typically have access to.

The Sport Manawatū team got in contact with three local sporting organisations who administer Racket sports: Table Tennis Manawatū, SquashGym Palmerston North, and Badminton Manawatū. It resulted in three weeks of each sport on a Friday morning throughout Term 2.

Some feedback from Grant Watts (Youth Aid officer with the NZ Police and Squash Coach), highlights the importance of this programme for rangatahi deeper than just providing opportunity to be active.

“It was a privilege to be invited to assist with the Te Hiringa Youth group when they came to the Palmerston North Squash Gym over the past three Fridays. As a Youth Aid officer with the NZ Police, it is always good to spend time with these young people in a positive and fun way. It is also very good for these young people to see the police in a positive way, and as I was able to get on the court with all of them,

hopefully some positive seeds were planted that the police are there to help and do support them and what they do. Many of these young people would not ever experience a sport like squash without this programme delivered by Sport Manawatū. We have a saying here in police youth aid that “kids in sport stay out of court” and been able to introduce them to a totally new sport might just plant a seed that stays with them forever – that sport can break down boundaries and is a good way to see people you would not normally associate with in a different light.”

Green Prescription (GRx)

The Green Prescription programme (GRx) is about engaging individuals who are currently inactive and would benefit from an increased level of physical fitness. The programme helps to support participants with their health and fitness goals by linking them to appropriate and sustainable physical exercise options, whilst giving them the skills and education to make healthy nutrition and lifestyle choices.

One component of GRx is to support sustained positive health outcomes for participants upon graduation from the programme. Education on the opportunities available in the community is key to supporting this outcome, and is achieved through collaboration with local health agencies, sports clubs, and recreation providers.

- 1045 participants living in Palmerston North were referred to the GRx programme during the July 23 – June 24 year.

Sport Manawatū Green Prescription Staff Offer Chair Yoga

Following staff earning their teaching certificates in Chair Yoga, we have delivered a number of Chair Yoga sessions for our GRx participants to show them that sweating it out in a gym isn't the only way to work on their health and wellness. Each session was geared towards the group's abilities. The sessions focused on breathing, stretching, flexibility and mindfulness.

These sessions were approached with much enthusiasm and anticipation by our participants, and they had a great time trying out the exercises involved. They have proven to be very popular with our participants, with many of them asking to do it more often. It was great to see them all laughing and

enjoying themselves while performing some of the more difficult movements involved.

Since the chair yoga sessions were such a great success, we have recorded a session and have uploaded it to our Sport Manawatū YouTube page so it can be available for anyone to use as a resource going forward.

<https://www.youtube.com/watch?v=AzMS7BdZtAg>



TŪ MANAWA FUND

Supporting Organisations to deliver Play, Active Recreation, and Sport (PARS) to PNCC youth

Sport Manawatū supported 28 projects from a wide range of organisations to deliver Play, Active Recreation, and Sporting activities to 5,007 children and young people within the Palmerston North City Area. We accomplished this by working together with several stakeholders and via Sport New Zealand’s Tu Manawa Fund. Palmerston North based projects received \$315,414 to support youth to be active.

Applicant	\$ Amount Approved	# of Participants
Massey University	8,350.00	400
AUMĀIA SPORTS CLUB	5,000.00	36
Freyberg High School	8,792.00	15
Te Manatōpū o Mana Tangata o Aotearoa Roller Derby Inc.	6,950.00	28
Te Wharekura o Manawatū	2,500.00	50
Palmerston Indoor Sports Arena	14,475.00	60
Best Care Whakapai Hauora	6,717.00	60
Te Kura Kaupapa Māori o Manawatū	10,000.00	60
Milson Primary	4,280.00	320
Takaro BJJ/MMA Limited	22,500.00	100
Snapback Gym	40,000.00	200

The GET Group School Holiday Programme	9,320.00	300
Netball Manawatū	5,091.00	800
Kung Fu Academy NZ	6,500.00	20
Te Wharekura o Manawatū	10,000.00	20
Palmerston North City Council	6,500.00	400
Te kura kaupapa Māori o Manawatū	10,000.00	120
Amanaki STEM Academy	7,826.00	125
Niuvaka Trust	10,000.00	120
HND Community Trust	40,000.00	200
IHC New Zealand Incorporated - Choices NZ	20,000.00	98
Manawatū Multicultural Council	5,000.00	500
Palmerston North City Library	6,008.00	100
WhatBox?/Red Kiwi Orienteering	2,605.00	200
Winchester School	7,000.00	352
Massey University	20,000.00	150
Rangitane o Manawatū Cultural Trust	10,000.00	53
Best Care Whakapai Hauora	10,000.00	120
TOTAL	315,414.00	5,007

Manawatū Multicultural Council – Active Communities Programme

The Manawatū Multicultural Council (MMC) Active Communities Programme was a collaborative approach to delivering physical activity through the July 2023 school holiday period. Supported by Sport Manawatū, MMC collaborated with Bestcare Whakapai Hauora and Niuvaka Pasifika to target children from high deprivation communities, to offer a free, inclusive and engaging sport and active recreation programme.

150 spaces were offered to children who were selected through each community organisation’s connections to their community. The event was hosted at Massey University over the course of three days in the July School Holiday period. The activities offered were, skateboarding, Footsteps, Badminton, Ki-o-rahi, Hip-hop Dance, Basketball, Rugby, Football, Boccia and Squash. Children rotated around each activity, trying out each activity at least once. Each session was approximately one hour long and was facilitated by a local provider of the selected sport or activity.

A key aspect to this programme was to ensure that children continued to be engaged in the sport or activity that they enjoyed the most. Sport Manawatū facilitated connections with the providers involved to offer children free spaces in holiday programmes



taking place in the October School Holiday period. This was achieved through surveying the children and their families to understand what their favourite activity was. The Tū Manawa fund, which was utilised to fund the initial event, allowed the free spots to be funded for the following Holiday Programmes. 28 free spaces were provided across numerous programmes as a result of this initiative, allowing children to continue to be active, and involve themselves in a physical activity that they enjoy.



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Annual Report 2023/2024 – Year Two Assessment of Progress Towards Outcomes

Sport Manawatū's role in the outcome	Accountability reporting - summary comments	Conclusion
Outcome 1: Palmerston North is one of the most active communities in NZ		
<p>1. Insights & advice inform the type of response to the community, so that:</p> <ul style="list-style-type: none"> ➤ There is equitable access to play, recreation and sport facilities throughout the City ➤ The community is increasingly active ➤ The sports sector is sustainable ➤ There is close collaboration throughout the sports sector ➤ Facility programming and scheduling of events respond to community needs 	<p>Annual Plan* - The requirement to prepare an Annual Plan for the upcoming year was only partially met through the provision of a work (operations) plan. This plan outlines the actions staff will take in response to the priority areas identified in the agreement. This approach needs to be revisited, as it does not provide a clear understanding of upcoming activities and focus areas based on local insights. A list of key projects and initiatives is included as 'next steps' on page 21 of the Annual Report.</p> <p>Uptake and benefits from activities and programmes* - A consistent feature of Sport Manawatū's reports is the detailed descriptions of the activities and programmes that are designed to improve physical activity levels. In the Annual Report, the use of infographics has made it easier to gain an appreciation of the impact of events and activities.</p> <p>Sports membership and participation data* - The report does not include an analysis of membership and participation statistics for the main sports codes. This is because of concerns about the reliability of the data and the staff's hesitancy to use previous data with high confidence. Sport Manawatū notes in the report that the requirement to supply data places pressure on sports administrators and that they are reviewing processes to make this easier.</p> <p>The need to present data from the sports sector has been discussed with the SM staff as an area that requires more focus. This includes reviewing the approach provided in the 'Sport Data Readiness Project' report conducted in 2021 by RSL consultants. This data is important for planning purposes, and the lack of reliable data in recent needs assessments for aquatic facilities and indoor courts has meant that more work is required to collect this information.</p> <p>Monitoring physical activity levels - Activity behaviours data have been presented in the report sourced from Sport NZ including text on the participation challenges we face. The top three activities for older adults, families, rangatahi and tamariki have been provided.</p> <p>Māori Wellbeing - Efforts to enhance Māori wellbeing through physical activity are illustrated through commentary on the partnership with Te Pae Oranga o Ruahine o Tararua and the distribution of the He Oranga Poutama investment from Ihi Aotearoa. Five local applications supported initiatives ranging from wānanga</p>	<p>Partially met</p>

Sport Manawatū's role in the outcome	Accountability reporting - summary comments	Conclusion
	<p>*indicates accountability reporting requirements in the agreement</p> <p>that promote local learning and physical activity in nature to building opportunities and access to physical activity in early learning and primary school settings. Sport Manawatū has collaborated with Te Pae Oranga o Ruahine o Tararua and recruited a kaiwhakahaere role to manage the administrative responsibilities of He Oranga Poutama programme. It is noted that Sport Manawatū's new Statement of Strategic Intent has a stronger and more prominent commitment to being Te Tiriti-led. Staff have also joined Ora Konnect, a ropū based in Palmerston North comprising Māes health organisations covering the 4412 catchment (Awapuni).</p> <p>Overall, an assessment of 'partially met' has been concluded for this sub-outcome area's accountability requirements due to:</p> <ul style="list-style-type: none"> - Partial fulfilment of the Annual Plan requirement. - Lack of sports code membership and participation statistics and analysis. 	
<p>2. Support & funding helps people to be active</p>	<p>Active Communities Fund uptake* - The uptake of the Active Communities Fund has been described in the report where 33 applicants were funded to a total of \$9,511. An applicant 'good news story' from a recipient has been provided.</p> <p>Operational support and updates to Council* - The report includes good examples of the type of advice and support provided to the sector on sports season management and negotiation of service level agreements (SLAs). Good engagement in the Council's planning and reporting processes has been well documented in the report.</p>	<p>Met</p>
<p>3. Leadership ensures we have a sustainable network of sport and recreation facilities</p>	<p>Regional sports facility planning* - As identified in the previous Annual Report, the last year has seen continued investment in this sub-outcome area. Over this time period, Sport Manawatū staff have been committed to completing the revised regional sports facility plan: <i>He rā ki tua - Horizons Regional Spaces and Places Plan for Sport and Recreation</i>. He rā ki tua was finalised towards the end of 2023 and was the subject of a Councillor briefing in June 2024 fully supported by Sport Manawatu's CE, Kelly Shanks as well as Zanta Jones a spaces and places consultant from Sport New Zealand Ihi Aotearoa.</p> <p>Updates on several sports facility proposals over the last year have been provided. SM staff have been involved in proposals for a proposed gymnsports facility, a business case for a covered bowling green and commissioning a canoe polo needs assessment over the last year. As these proposals are tracking through the RSFP's (now He rā ki tua) investment decision-making process close liaison with proponent groups, and relevant Council staff, has been maintained by SM staff.</p> <p>SM staff also supported the Council with research on identifying school pools in higher-need areas and</p>	<p>Met</p>

Sport Manawatū's role in the outcome	Accountability reporting - summary comments	Conclusion
	<p>*indicates accountability reporting requirements in the agreement</p>	
<p>4. The community understands and values the benefits of play.</p>	<p>Progress towards Play Policy implementation* -The report includes several examples of SM leading and influencing play activities around the City. As noted in the report, the collaboration between the Council's Play Advisor (a Sport NZ-funded role) and the Tamariki advisor, has led to more cooperation on implementing various aspects of the Council's Play Policy. The additional resourcing into play has led to a noticeable uplift in progress towards assigned actions from the Council's Play Policy (refer to the recent report to the Council Agenda of Culture & Sport Committee - Wednesday, 25 September 2024 (infocouncil.biz)). There are still some cross-organisational conversations to be held regarding what aspects of the Play Policy are more appropriately implemented by which organisation.</p> <p>Pop-up Play opportunities* - The requirement to hold a minimum of four pop-up play opportunities was met in collaboration with our community libraries.</p> <p>Tū Manawa Active Aotearoa funding for play* - Eight Palmerston North play-related projects were supported by the Tū Manawa Active Aotearoa fund during the 2023-24 financial year totaling \$113,879.</p>	<p>Met</p>
<p>Outcome 2: Sports events create both social opportunities and economic benefits</p>		
<p>1. Strong and collaborative partnerships are formed with event organisers to host strategically important sports events</p>	<p>Sports Event Partnership Fund – administration* - SM administers the Sports Event Partnership Fund (SEPF) on behalf of the Council. The migration to the Smarty grants platform to align with the Council's approach to funding administration is noted. SM notes that there has been a mixed reaction from applicants on the ease of use of this platform.</p> <p>SM have included comments on how the SEPF (and the Active Communities Fund) are administered in accordance with the Support and Funding Policy. They noted that an independent financial audit is undertaken and have outlined improvements made in respect of funding allocation decision-making processes. The Terms of Reference for the SEPF have also been reviewed recently by SM staff with an opportunity for Council staff to provide feedback on these.</p> <p>It is noted that the Community Development team is planning to audit all funding programmes administered on the Council's behalf that will include the SEPF and the Active Communities Fund.</p> <p>Sport Manawatū acknowledges and appreciates the increase in funding for the SEPF programme from the 2024-34 LTP (an additional \$30,000). However, it points out that due to increased costs in event delivery, event providers</p>	<p>Met</p>

Sport Manawatū's role in the outcome	Accountability reporting - summary comments	Conclusion
	<p>*indicates accountability reporting requirements in the agreement</p> <p>have requested more funding (up to 125% more in some cases) in their applications. SM notes a risk of losing events that traditionally have been delivered in the City, with considerably fewer events being able to be supported (page 19-20).</p> <p>Under delegation, Council staff have agreed to SM's request to retain SEPF (and Active Communities Fund) unspent funds from 2023/24 for allocation this financial year.</p> <p>Retention and attraction of strategically important events* - SM has provided good commentary on the discussion with national sports organisations, and other stakeholders, regarding multi-year agreements for key national-level events.</p> <p>SM has previously indicated that it will be refreshing the 'Attraction and retention plan (2021)'. There is no update on progress with this action and this needs to be further discussed with SM as it is referred to in the funding agreement.</p> <p>Economic and social benefits of SEPF-supported events* - The report highlights that the SEPF supported twenty-eight (28) sports events with an estimated 'value add' to the economy of \$11.1 million. NZSS Volleyball champs, NZSS Basketball champs and the Touch NZ Nationals are significant contributors to the local economy making up about half of the value-add estimate.</p> <p>The results of a social benefit survey for SEPF-supported events have been provided in the report (page 21). This survey is useful in capturing some of the social elements that events provide in addition to the economic benefits.</p>	
Outcome 3: People have the skills to safely and confidently cycle, and walk, on our transport network		
<p>1. Promote active transport modes (walking and cycling) for recreation and commuting</p>	<p>Bike Ready cycle skills* - Over the last couple of years the delivery of cycle skills (through the Bike Ready programme) has been impacted by staffing issues and uncertainty around participating schools' commitment to the programme. As a result the partners agreed to vary the agreement for the number of students trained to a grade 2 level to 800.</p> <p>Despite these delivery challenges, SM was close to meeting this target with 650 students trained at grade 2 level last year. In total 1426 people received cycle skills support representing a 31% increase in delivery numbers from the previous year.</p> <p>Walk and Wheels Event & Workplace Challenge* - The Walk and Wheels event (encouraging school students to use active transport modes) was not delivered. The Workplace challenge metrics in the report show the success of this</p>	<p>Partially met</p>

Sport Manawatū's role in the outcome	Accountability reporting - summary comments	Conclusion
	<p>*indicates accountability reporting requirements in the agreement</p> <p>month-long event with appreciable increases in teams and participants from the previous year.</p> <p>School travel plans* - some progress was made with implementing and monitoring school travel plans for two primary schools this year. Staffing levels have impacted on delivery for this aspect with SM signalling a need to review its approach to school travel planning.</p> <p>Overall, the comments made in relation to Bike Ready, and school travel plans account for the partially met evaluation for this outcome area's accountability requirements.</p>	

Year 1 & Year 2 comparison – accountability summary




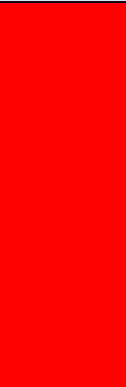

	Year 1 – 2022/23	Year 2 – 2023/24
Outcome 1: Palmerston North is one of the most active communities in NZ		
Insights inform response	Met	Partially met
Support and funding	Met	Met
Regional leadership	Met	Met
Value and benefits of play	Met	Met
Outcome 2: Sports events create both social opportunities and economic benefits		
Event funding and support	Partially met	Met
Outcome 3: People have the skills to safely and confidently cycle, and walk, on our transport network		
Promotion of active modes	Partially met	Partially met

Performance measure assessment

Outcome area performance measures	Comments	Traffic light																				
Outcome 1: Palmerston North is one of the most active communities in NZ																						
Decreasing levels of physical inactivity in the City.	<p>Nationally collected data indicates that physical activity levels in the city are stable, suggesting that inactivity levels are also likely to be stable.</p> <p>Combined data from 2022 and 2023 for the 'last 7 days participation rate' metric, showed that <u>for all ages</u> Palmerston North was 73.4% active (with a 72.4 – 74.7% range across the City) and 26.6% inactive (compared to 23.4% nationally). These activity/inactivity percentages for the City are similar to the Manawatū region.¹</p> <p>In 2017/18 the adult participation level in physical activity was 73% (see Goal 2 - City dashboards).</p>																					
➤ Activities delivered are responding to and meeting community needs.	Sport Manawatū has shown in its Annual Report how its activities meet community needs.																					
➤ Compliant administration and allocation of funding programmes on behalf of the Council	SM has provided evidence that its administration of the SEPF and Active Communities Fund is in accordance with the Support and Funding Policy 2022.																					
➤ Delivery of agreed implementation actions in the RSFP (He rā ki tua) and Play Policy.	Clear evidence of the actions related to the RSFP (pages 14-15) and Play Policy (pages 15–19) is included in the report.																					
Outcome 2: Sports events create both social opportunities and economic benefits																						
➤ Increasing economic and social benefits of SEPF-supported sporting events.	<table border="1" data-bbox="608 1384 1241 1630"> <thead> <tr> <th>Year</th> <th>Number of supported events</th> <th>Value of SEPF support</th> <th>Estimated economic benefit (value-add)</th> </tr> </thead> <tbody> <tr> <td>2023/24</td> <td>28</td> <td>\$289,420</td> <td>\$11.2 million</td> </tr> <tr> <td>2022/23</td> <td>40</td> <td>\$327,814</td> <td>\$13.6 million</td> </tr> <tr> <td>2021/22</td> <td>11²</td> <td>\$113,700</td> <td>\$2.4 million</td> </tr> <tr> <td>2020/21</td> <td>27</td> <td>\$230,829</td> <td>\$7.4 million</td> </tr> </tbody> </table> <p>Summary of economic benefits from SEPF-supported sports events from Sport Manawatū Annual reports to PNCC</p> <p>The estimated value-added economic benefit from the SEPF support in the 2023/24 financial year decreased slightly compared to the previous year. A funding difference of</p>	Year	Number of supported events	Value of SEPF support	Estimated economic benefit (value-add)	2023/24	28	\$289,420	\$11.2 million	2022/23	40	\$327,814	\$13.6 million	2021/22	11 ²	\$113,700	\$2.4 million	2020/21	27	\$230,829	\$7.4 million	
Year	Number of supported events	Value of SEPF support	Estimated economic benefit (value-add)																			
2023/24	28	\$289,420	\$11.2 million																			
2022/23	40	\$327,814	\$13.6 million																			
2021/22	11 ²	\$113,700	\$2.4 million																			
2020/21	27	\$230,829	\$7.4 million																			

¹ From: Sport NZ's Insights Tool.

² In 2020/21 fifteen (15) events were cancelled due to Covid-19 restrictions with an estimated loss of economic benefit (value-add) of \$9.5 million.

Outcome area performance measures	Comments	Traffic light 
	<p>\$38,000 between the two years may be contributing to this decline in estimated economic benefit. It is noted that the estimated economic benefit cannot be directly attributed to Sport Manawatū's role as a funding administrator.</p> <p>Social benefits of SEPF-supported have been documented through the presentation of a social benefits survey in the annual report.</p>	
<ul style="list-style-type: none"> ➤ SM is a collaborative partner in the City's event network that contributes to hosting successful sports events in the City. 	<p>Sport Manawatū detailed the collaborative efforts to successfully host sports events in the City, as mentioned in its report on page 20.</p>	
Outcome 3: People have the skills to safely and confidently cycle, and walk, on our transport network		
<ul style="list-style-type: none"> ➤ Increasing participation in walking and cycling as active transport modes 	<p>Based on the 2023 Census data:</p> <ul style="list-style-type: none"> ➤ The percentage of people walking or jogging to work has decreased from 6.8% in 2018 to 5.1% in 2023. This figure is still higher than the national average of 4.2% for New Zealand. ➤ The percentage of people cycling to work has also declined, from 3.4% to 2.6%. This, too, remains above the national average of 1.9% for New Zealand. <p>Additionally, there has been an increase in the percentage of people working from home, rising from 9.9% to 12.6%.</p>	
<ul style="list-style-type: none"> ➤ Minimum of 800 students trained at Grade 2 cycle skills level annually (for year 2 of the agreement). 	<p>650 students were trained at Grade 2 level (81% of the target number).</p>	

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Heritage Reference Group - Terms of Reference

PRESENTED BY: Keegan Aplin-Thane, Senior Planner and Greg Vossler, Heritage Planning Consultant

APPROVED BY: David Murphy, General Manager Strategic Planning

RECOMMENDATIONS TO COUNCIL

1. That Council approve the Terms of Reference and purpose for the Palmerston North Heritage Reference Group in Attachment 1.
2. That Council appoint an Elected Member representative to the Heritage Reference Group to act as the Councillor liaison as detailed in the Terms of Reference.
3. That Council note members of the Palmerston North Heritage Reference Group will be appointed through an expressions of interest process, as detailed in Section 6.2 of the Terms of Reference (Attachment 1).

1. ISSUE

Council resolved on 29 May 2024 'That the Chief Executive create a volunteer City Heritage Advisory or Reference Group that can be built on in future years, as per Submissions 688 and 1037.'

The purpose of this memorandum is to recommend a purpose statement and Terms of Reference for forming a Heritage Reference Group.

2. BACKGROUND

Previous resolutions:

Resolution	Date
<i>'That the Chief Executive report to Arts Culture and Heritage on the feasibility and process for establishing a Heritage Advisory Panel in order to strengthen our approach to heritage management and promote a shared understanding of how our shared Rangitāne and European heritage should be identified, managed, protected, conserved, appreciated and celebrated'.</i>	17 March 2021
<i>'That the Chief Executive is directed to prepare a programme to</i>	1 December

<i>establish a Heritage Advisory Panel to be considered as part of the 2022/23 Annual Budget.'</i>	2021
<p><i>'That it be noted that should the Council wish to proceed with the establishment of a Heritage Advisory Panel it will be recommended that:</i></p> <ul style="list-style-type: none"> <i>• The panel is a volunteer community-based panel that helps scope research of heritage themes to be addressed as part of the delivery of Council activities</i> <i>• The panel contains Rangitāne representation</i> <i>• The membership and terms of reference of the panel are prepared in consultation with Rangitāne, Manawatū Heritage Trust and other interested heritage stakeholders.'</i> 	1 December 2021
<p><i>'That Council reduce operational expenditure according to Schedule C – Category 3 in the following budget line:</i></p> <ul style="list-style-type: none"> <i>• 2130 – Heritage Advisory Panel</i> <p><i>This programme was reduced to \$0.'</i></p>	29 June 2022

[The December 2021 report](#) explored the models used in other parts of the country and the differences between an advisory panel compared to a reference group.

A sample of sector members that convened in October 2024 as the Heritage Working Group have identified several challenges in the current approach to heritage preservation and promotion. Key issues include:

- The appetite for heritage stories is changing due to the increased acknowledgement of local history in the education sector. The city needs to keep pace with this changing demand and broader audience.
- Heritage is often an afterthought in planning and development processes, leading to gaps in policy and a lack of strategic integration.
- There is a need for elevated advocacy and support for heritage to Council staff and governance.
- The city faces challenges in prioritising which stories to tell from a variety of themes.
- Some heritage themes already have landmarks to assist storytelling, whereas other themes require some greater support to make visible.
- The value, opportunities, and flexibility of heritage recognition are not well understood by those with the mandate and resources to influence outcomes.
- Elected Members are often involved as the strategic brokers of heritage outcomes but the city needs a diversity of heritage champions with a coordinated structure to support their advocacy.

- There is a need for a mana-enhancing approach to support built heritage, recognising the importance of cultural perspectives and the broader heritage sector beyond knowledge holders.

3. ROLES AND RESPONSIBILITIES OF THE HERITAGE REFERENCE GROUP

Below is a summary of the scope and purpose of other similar groups for comparison.

Group	Scope/Purpose statement
Dunedin Heritage Action Plan Advisory Group	Provision of advice to develop a Heritage Action Plan for the city ¹
Auckland Historic Heritage Advisory Panel	Provision of advice to the Council and council staff regarding historic heritage issues relating to the following areas: ¹ <ul style="list-style-type: none"> • council policies, plans, processes and strategies; • regional and strategic matters; • any matter of particular interest or concern to heritage communities².
Waikato Regional Heritage Forum	Conduit for regional collaboration and provision of advice/support to identify, protect, manage, promote and enhance heritage places in the region
Waikato District Council Heritage Forum	Provision of: <ul style="list-style-type: none"> • guidance and recommendations to help implement the Waikato District Heritage Strategy; • informed advice to Council; • a conduit to work with relevant heritage bodies and local groups to promote incentives for maintaining and conserving heritage; • a platform for support and sharing of heritage achievements and challenges across the district.
Hamilton City Council Heritage Advisory Panel	Provision of advice to develop a Heritage Plan for the city
Palmerston North Defence Heritage Advisory Group	To strengthen collaborative partnerships and to continue to build and protect the City's Defence culture and heritage through: <ul style="list-style-type: none"> • Remembrance (e.g. civic activities, memorial/significant

¹ [Heritage Action Plan Advisory Group TOR.pdf \(fyi.org.nz\)](#)

² [Heritage Advisory Panel Terms of Reference \(aucklandcouncil.govt.nz\)](#)

	<p>sites creation and restoration, one-off commemorative projects, community initiatives, etc.);</p> <ul style="list-style-type: none"> • Heritage protection and creation (e.g. Heritage Precinct, WW1 Centenary History Project, 'Window into WW1' website, City Pathway to Linton, etc.); • Education and building awareness (e.g. military exhibition space, programmes with schools, libraries, etc., specific awareness-building projects and/or events, etc.). <p>We will concentrate on the 'five C's' of Communication, Connecting, Continuity, Community and Coordination of all appropriate and relevant Defence activities within the area, past, present and future.</p>
<p>Historic Places Manawatū-Horowhenua</p>	<p>Historic Places Manawatū-Horowhenua is a volunteer organisation which replaced the Manawatū Branch of the New Zealand Historic Places Trust in 2012. We work within the Manawatū and Horowhenua District and Palmerston North City Council's local government areas.</p> <p>The organisation continues the work of the branch in:</p> <ul style="list-style-type: none"> • promoting the recording, protection and preservation of historic places in the Society's area; • offering support to iwi and hapu in relation to Māori wāhi tapu, buildings and structures; • providing opportunities for members to visit historic buildings and precincts, and to be informed about local heritage issues; • educating the public in the appreciation of historic places. <p>We work closely with Councils and other interest groups to create better protection, understanding and awareness of the importance of our local heritage.</p>
<p>Palmerston North Heritage Trust</p>	<p>To encourage public awareness of and preserve material to do with the history of Palmerston North and the surrounding region³</p>
<p>Heritage Nelson</p>	<p>Provision of advice to develop a Heritage Strategy for the city</p>
<p>Carterton District Council People and Places Advisory Group</p>	<p>Provision of advice/support to assist Council to promote arts, cultural and heritage activities in the district⁴</p>

³ [Charities Services | Home](#)

⁴ [2021-98-LGOIMA-response.pdf \(cdc.govt.nz\)](#)

<p>Hastings Landmarks Advisory Group⁵</p>	<p>Discussion and provision of advice on landmark/heritage related projects and concerns, with a particular focus on improving associated outcomes through:</p> <ul style="list-style-type: none"> • Strong public participation; • Good design that pays attention to detail; • Use of design themes and quality materials that are responsive to who the district is and its communities' journeys; • The preservation and enhancement of natural and created assets in the district.
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Opportunities for the group to influence heritage outcomes through the Council include:

- **Research:** Support the advancement of heritage themes using similar models that have progressed the recognition of bicultural and military heritage. An example of this is the commissioning of research into the city's military heritage to inform opportunities to advance our military heritage thread in 2017;
- **Story-telling:** Advise on the prioritisation and information base for heritage promotion. This could include the endorsement of a thematic framework similar to other cities;
- **Input into existing programmes:** Consolidate engagement between Council Officers and the heritage sector;
- **Strategy:** Input into the development of the 2027-37 Heritage Plan and advise on new programme development;
- **Advocacy:** Identify gaps or barriers to advancing heritage outcomes, prepare submissions to upcoming government reform, and prepare submissions to the Annual Plan and Long-Term Plan.

Opportunities acknowledged in the city's [What Really Matters](#) report in 2023 include:

- The development of an annual heritage statement reported to Council to highlight citizen involvement in heritage;
- Enhanced Council consultation with heritage groups;
- Advice on the quality of narratives reflected in the public realm.

A recommended purpose and problem statement have been included in section 5 of the attached Terms of Reference. Key elements of the group's purpose include:

⁵ [Advisory Group | Hastings District Council \(hastingsdc.govt.nz\)](https://www.hastingsdc.govt.nz)

1. Harnessing the sector's wealth of expertise for adding value to existing and future Council activities;
2. Providing clear and consistent avenues for the Council to seek advice from the sector;
3. Leveraging, rather than duplicating the efforts of existing sector groups.

4. PALMERSTON NORTH HERITAGE TRUST

Officers note that the Palmerston North Heritage Trust was set up in 1998 with Palmerston North City Council as the trustee⁶. The Trust is administered by Council officers financially and on their administering committee.

Consideration was given to the appropriateness or efficiency of having two heritage groups administered by the Council when investigating a heritage reference group. Officers have recommended a separate reference group due to the following:

- The Palmerston North Heritage Trust has a confined purpose relative to what is required for a reference group;
- The Terms of Reference for a heritage reference group can ensure that duplicative effort is avoided;
- The Palmerston North Heritage Trust is operating effectively under its current settings.

5. TERMS OF REFERENCE

An existing Terms of Reference addresses the following Council reference groups:

- Disability Reference Group
- Pasifika Reference Group
- Seniors Reference Group

To ensure a consistent level of service to the heritage community and meet an agreed standard practice, officers have recommended adding the Heritage Reference Group into the existing Terms of Reference. The amendments to the Terms of Reference have been made in a way that avoids affecting current groups covered under the Terms of Reference.

6. NEXT STEPS

December 2024 to early February 2025: Expressions of Interest advertised.

March 2025: Appoint the group and host the first meeting.

March 2026: Scheduled review of the Terms of Reference. This will provide an opportunity for the Heritage Reference Group to make changes to the purpose statement if necessary.

⁶ [Charities Services | Home](#)

7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to the achievement of objective/objectives in: 4. Mahere taonga tuku iho 4. Heritage Plan The action is: Establish a volunteer city heritage advisory or reference group (year 1) to contribute to heritage planning.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	A heritage reference group will aid the Council in promoting the city's social, economic, environmental, and cultural identity. There will be spill-over benefits to social, economic, and cultural well-being through a more explicit recognition of the city's history in public projects and initiatives.

ATTACHMENTS

1. Reference Groups Terms of Reference October 2024 [↓](#) 

Palmerston North City Council

Community Reference Groups

Terms of Reference



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1 Introduction

1.1 Background, Scope and purpose

Palmerston North City Council (Council) has resolved to establish several Reference Groups to ensure that engagement takes place with specific sectors of the Palmerston North community.

Reference Groups provide Council with a direct channel to hear the voices of those with lived experience in a community or demographic, with the Groups having opportunity to provide feedback on Council activities, including what should be considered in planning, developing or implementing activities.

Reference Groups facilitate stronger relationships between Council and community, providing Council with a better understanding of community needs and perspectives, and providing communities with a dedicated forum to have their views and ideas heard by Council.

Part of the scope and purpose of each Reference Group is to report to Council annually and provide submissions on Council decision-making processes.

1.2 Document purpose

The purpose of these Terms of Reference is to guide the operation of each Reference Group.

To have a common Terms of Reference for all included Community Reference Groups provides clarity to Council, council officers and the community as to how the groups will operate and sets clear expectations for Council and Reference Group members.

1.3 Groups covered by these Terms of Reference

Groups covered by these Terms of Reference include the following standing groups:

- Disability Reference Group
- Pasifika Reference Group
- Seniors Reference Group
- Heritage Reference Group

New reference groups may be covered by these Terms of Reference over time.

It is noted that there are many other reference, engagement or advisory mechanisms of Council which have different structures and scopes, including working groups stood up for specific projects, which are not covered by these Terms of Reference.

1.4 Process for establishment or disestablishment of Reference Groups

Community Reference Groups of Council will be established via a resolution of Council in response to community consultation or identification of community need.

Reference Groups may be disestablished via a resolution of Council.

1.5 Document review or amendments

These Terms of Reference will be reviewed biennially. Amendments may also be made as and when Reference Groups are established or disestablished.

2 Disability Reference Group

At the Community Development Committee meeting on 12 June 2017, it was recommended that Council supports the formation of a Disability Reference Group to advise Council on disability issues. The Disability Reference Group was then formed in 2018.

In November 2020, the Community Development Committee recommended that Council acknowledges the Enabling Good Lives principles and seeks to integrate them into the way Council goes about its work.

The Palmerston North disability community is unique, due to a range of historical and contextual factors, and this is reflected in the special character of the Palmerston North Disability Reference Group.

The Disability Reference Group is also guided by the New Zealand Disability Strategy, which was adopted by central government in 2016:

The New Zealand Disability Strategy 2016 vision is for the Country "to be a nondisabling society – a place where disabled people have an equal opportunity to achieve their goals and aspirations, and all of New Zealand works together to make this happen".

The purpose of the Disability Reference Group is to ensure that the needs of disabled people are appropriately taken into account in the context of Council's roles and priorities. This includes:

- Representing in relation to PNCC's activities the interests, perspectives and expertise of people within our community living with impairments.
- Building strong relationships and establishing channels of communication between PNCC and disabled people living in our community.
- Providing guidance, advice, and support to inform the PNCC's planning and decision-making processes at a strategic level as well as identifying actual and potential on the operational gaps in PNCC's activities.

3 Pasifika Reference Group

In the 10 Year Plan 2021 – 2031, as a result of community consultation, Council resolved to establish a Pasifika Reference Group and a Seniors Reference Group commencing 2021/2022.

Palmerston North has growing number of Pasifika people and communities, with 5.3% of the population identifying as Pasifika at the 2018 census. 1.8% of the city were born in the Pacific Islands. At least eleven Pacific Island origin languages are spoken, with Samoan being the fourth most spoken language in the city.

Council and the Pasifika community organisations of the city have longstanding relationships, and Council is one of the only Councils in New Zealand with a dedicated officer for Pasifika community development. In 2020, Council demonstrated its dedication to supporting and empowering the Pasifika communities of the city by signing a Memorandum of Understanding with the Ministry for Pacific Peoples.

The Pasifika Reference Group is a significant opportunity to build on these foundations, further strengthening relationships and enhancing Council's strategic and operational activities towards a shared goal of thriving Pacific peoples.

4 Seniors Reference Group

In the 10 Year Plan 2021 – 2031, as a result of community consultation, Council resolved to establish a Pasifika Reference Group and a Seniors Reference Group commencing 2021/2022.

The over 60 population in Palmerston North is approximately 19% according to the 2018 census. In line with global trends, long term projections for the city show this cohort is expected to increase in terms of proportion of population faster than all other age groups. This demographic shift will have wide ranging implications, including for housing, health, employment, financial and social issues.

While Council has worked alongside organisations who work for or with seniors for many years, a Seniors Reference Group provides a dedicated regular platform for older people's voices to be heard and considered by PNCC. This Group will assist Council in responding to current and future opportunities to create a city that is fit-for-purpose for all community members.

5 Heritage Reference Group

As a result of submissions to the 10 Year Plan 2024 – 2034, Council resolved to establish a Heritage Reference Group to assist with preparing the 2027 Heritage Plan and advise on programmes in the 10 Year Plan 2027 – 2037.

Drawing on guidelines from The International Council on Monuments and Sites, heritage is an expression of the ways of living developed by a community and passed on from generation to generation. This includes customs, practices, places, objects, artistic expressions, and values. Heritage can be categorised into two main types:

1. Tangible Heritage: This includes physical artifacts such as buildings, monuments, landscapes, books, works of art, and artifacts.
2. Intangible Heritage: This encompasses non-physical aspects such as traditions, oral history, performing arts, social practices, rituals, and festive events

The purpose of the Heritage Reference Group is to provide expert heritage advice on local projects. This group will act as a conduit between the Council and the heritage community, ensuring that heritage considerations are integrated into planning and development processes.

The Heritage Reference Group will:

- connect projects with knowledge holders and existing groups in the sector
- provide guidance on which stories to tell through local projects
- advocate to Council on strategies and plans that may have heritage implications

The outcome of the group will be enhanced visibility and appreciation of our shared histories and an improved community relationship to place.

6 Membership

6.1 Group composition

Each group will have between eight and fifteen members.

Members of the Seniors Reference Group will be at least 60 years of age at the time they are appointed.

The Disability Reference Group will include disabled people and may include family members of disabled people and others from the disability sector. Disabled people must make up at least 60% of membership.

The Pasifika Reference Group will include members with a variety of backgrounds and experiences, including members from each Pacific nation. Members will have connection to and experience working with Pasifika families and communities.

The Heritage Reference Group will include members with expertise, knowledge, and representation across a variety of heritage themes related to Palmerston North city and surrounds.

Groups will have at least one member representing Māori. The representation of Māori members may not be applicable to the Pasifika Reference Group. The representation of Māori members on the Heritage Reference Group will be endorsed or delegated through the Te Whiri Koko Rangitāne o Manawatū-Palmerston North City Council Liaison Group, with a preference toward members that whakapapa to Rangitāne o Manawatū.

Groups may be attended by one nominated liaison Councillor for communication purposes. The Councillor is not a member of the group.

6.2 Selection process

Membership selection will be guided by the following process.

The selection process of group members will commence with a call for expressions of interest. Expressions of interest will be called for publicly via Council's communication channels, which will include promotion via relevant community networks.

Selection decisions will be made by a panel, including: a member of the current group as nominated by the group, the Councillor liaison and the council officer liaison. For new groups with no existing members, the panel will include the Councillor liaison and the council officer liaison only; the panel may consult relevant community representatives to assist in selection decisions for new groups.

Group members need to:

- live within the boundaries of Palmerston North City Council at the time of selection
- be available to regularly attend (either online or in person) and contribute to meetings as scheduled

Group members need to have:

- lived experience as relevant to the purpose and/or demographic of the group
- a broad knowledge of issues relevant to the group
- good relationships and networks with relevant communities
- the ability to work effectively in a team
- an understanding of Te Tiriti o Waitangi

Subject to the above criteria, during selection the panel will have regard to maintaining an appropriate balance of people, including consideration of gender mix, cultural background, lived experiences, and age.

After the initial establishment of the Reference Group, new members will only be sought if a group drops below minimum numbers. The exception to this is if, as a result of a member exiting, the representative balance of the Group is negatively impacted.

6.3 Rotation of Membership

A member is selected onto their respective Reference Group for a period of three years. At the conclusion of a member's three-year term, a member is to stand down but can opt to re-apply for their role, should they wish to participate for another term.

One-third of the membership from each group will be rotated each year.

In the initial years, to initiate the rotation, members will be selected randomly for their respective rotation.

Selection for the membership rotation will occur in February 2024, with the first year of the new rotation commencing February 2025.

The recruitment process will begin in December 2024 and will be conducted as outlined in Clause 5.2.

6.4 Process for exiting members

Members may resign from the Group at any time via written notification to the council officer liaison for the Reference Group. Advance notice of one month from the resignation date is preferred.

7 Meetings

7.1 Frequency

Each group will meet at least four times per year. A provisional meeting schedule will be agreed annually. This schedule can be varied throughout the year.

6.2 Resourcing

PNCC will support each Reference Group with a designated council officer from the Community Development Team, who will provide administrative support and act as liaison for other council officers. The Heritage Reference Group will be supported by a designated council officer from the City Shaping Team.

PNCC is responsible for providing Group members with an induction explaining the Council's function and processes, and the role of the Reference Group.

PNCC will provide each new Reference Group member a copy of these Terms of Reference, including the Code of Conduct.

PNCC will provide an appropriate venue for meetings.

With the exception of the Heritage Reference Group, each group member will receive \$200 net per annum to recognise their contributions of time and knowledge throughout the year. With the exception of the Heritage Reference Group, each Chair will receive \$400 net per annum. Annual payments will begin in December 2024, in arrears for the 2024 calendar year.

MEMORANDUM

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Draft Otangaki-Ashhurst Domain Reserve Management Plan - adoption for public consultation

PRESENTED BY: Aaron Phillips, Activities Manager - Parks

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Committee agree the Draft Otangaki-Ashhurst Domain Reserve Management Plan (Attachment 1) for public consultation in accordance with Section 41 (6) of the Reserves Act 1977.
-

1. ISSUE

- 1.1 The Ashhurst Domain Reserve Management Plan (RMP) was developed in 1997 and has not been reviewed since.
- 1.2 The Reserves Act 1977 stipulates that an Administering Body should keep reserve management plans under continuous review.
- 1.3 Early engagement on the review of the Ashhurst Domain RMP was completed between February and June 2024.
- 1.4 Following an early engagement and information-gathering period, the draft Otangaki-Ashhurst Domain Reserve Management Plan (Attachment 1) was prepared.
- 1.5 Council must adopt and consult on the draft before finalising an RMP.

2. BACKGROUND

- 2.1 In November 2023 the Culture & Sport Committee recommended that Council publicly notify its intent to review the Ashhurst Domain Reserve Management Plan (the Plan).
- 2.2 Following notification, Council sought early public feedback on the Ashhurst Domain and the Plan. Early engagement included:
 - four stakeholder meetings in the Village Valley Centre with approximately 6-8 representatives from various community and

government organisations. The list of stakeholders is included as Attachment 2.

- A public Open Day and free BBQ at the Domain in February.
- An Elected Members workshop.
- Public feedback online and via emails directly to staff, including the Natural Burials proposal.

2.3 A series of reports were also commissioned in order to ensure a solid understanding of the key attributes of this significant City Reserve prior to any work being undertaken. These were:

- An ecological assessment of the Domain (Viv McGlynn).
- A cultural assessment of the Domain (Te Au Turoa Environmental Centre).
- A Landscape Assessment (WSP Opus).

2.4 A workshop was held with Rangitāne on the review of the RMP. Their aspirations were made clear along with a desire to see more of a partnership-based approach to management of the Ashhurst Domain reflected in the reviewed plan.

2.5 Rangitāne also requested that the original name of this site (Otangaki) and surrounds also be given back to the Ashhurst Domain in dual naming as a mark of respect for its long history under that name.

2.6 The information from the early engagement phase of the RMP was gathered and used to inform the review of the existing Ashhurst Domain RMP.

2.7 The early engagement phase of the RMP development yielded a solid base of information. This information is summarised in Attachment 2.

3. PARK VALUES

3.1 A key focus during the engagement process was to establish a set of guiding values for this reserve. Values act as a set of key guiding principles or anchors. The values that came through from the engagement work were:

- Preservation – protecting and restoring the natural environment
- Enjoyment – fun and engaging activities
- Connection – connecting to our culture and history
- Integration – tapping into the community and surrounding networks

3.2 The main thrust from stakeholders and the community was that Ashhurst Domain is a fantastic community asset as it is. Any development of this reserve should be in keeping with its character, very light-handed and as an extension of the existing features.

4. KEY CHANGES TO EXISTING RMP

4.1 There are several proposed changes to the existing RMP. These have emerged as both changes over time and contextual opportunity. They are:

- A stronger focus on Rangitāne involvement in management of the site as a wahi tapu.
- A change of legal reserve name to include the historical name of the site, Otangaki, through dual naming - **Otangaki-Ashhurst Domain**. This would require Council to initiate a formal name-change process, as per Council's *Reserve and Walkway Naming Policy 2009*, and adherence to the Council's *Bilingual Design Guidelines*, should the name change be adopted in the final RMP.
- An emphasis on integrating the space with the new highway development, Te Āpiti Masterplan and the Manawatū River Framework developments (as developments occur).
- A stronger emphasis on preservation and protection, rather than recreation, in Character Area 4 (bush and wetland).
- A proposed site for Natural Burials on the edge of Character Area 4, at the northern end of the terrace near the rail tracks.
- More of an emphasis on mobile vendor licenses in contrast to commercial leasing (the Café).
- A proposal to use spaces that are currently leased for commercial grazing for community proposals and ecological restoration activities.
- All potential development areas have been suggested as 'Development Opportunities'. This means there is a prescribed way any development may occur, without necessarily committing resource to that development.
- Existing leases, as covered in the RMP, that apply for a renewal of lease with no material change to the area and activities, will be reported to Council for approval without first notifying the public under the Reserves Act.
- Any new lease proposals will be first assessed against guideline criteria for the reserve, and if the proposal meets the guidelines, the lease proposal will be reported to Council and the standard Reserves Act 1977 processes will be followed.

- The plan provides for mobile vendor licences to be issued within the reserve. Vendor licences will only be issued if they support activities within the reserve and are in keeping with the character of the area for which they are issued. Licences are issued by the Manager Parks and Reserves under delegation.
- Management of the campground will continue to be reviewed to ensure user needs are being met.

4.2 For the most part, the changes proposed include measures to achieve more efficient management of the reserve, incorporation of recommendations from early engagement and foundational assessment (commissioned reports) or in response to changes to the surrounding environment.

5. NATURAL BURIALS PROPOSAL

5.1 The Natural Burials proposal came to Officers with some significant local community support late in the process (when the first draft Plan was nearing completion). Officers suggested that the group involved contact Iwi.

5.2 The Group took their proposal to Te Whiri Koko, and were received positively by Rangitāne, who wanted their representatives and officers to investigate what this might look like in a local context.

5.3 A site visit was set up and a potential site was identified that would meet the needs of the community representatives, natural burials, Rangitāne and the management needs of the wider reserve.

5.4 The proposed site has been included in the draft plan.

5.5 Officers have advised Rangitāne and the Natural Burials group that should the proposal be retained in the draft by Council, post public consultation a discussion would be held on feasibility including the following:

- Natural burials requirements and tikanga;
- The site – soils, location, access, etc.;
- The community feedback.

5.6 The results of the feasibility discussions will be included in the community feedback and recommendations to Council in the covering report for adoption of the Ashhurst Domain Reserve Management Plan.

6. NEXT STEPS / OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

6.1 Under the provisions of the Reserves Act, Council needs to adopt a draft RMP for consultation. Council must then notify the public and seek feedback on the draft RMP.

6.2 The proposed community engagement is as follows:






- Publicise on the website seeking public feedback (with submission forms and contact details, upcoming events).
- Submission forms available at the Customer Service Centre, Ashhurst Library and Palmerston North Library.
- Advertise and hold a Public Open Day at the Ashhurst Domain.
- Contact stakeholders and invited feedback and comments – including the opportunity to meet with staff.
- Continue to engage with Rangitāne as partners, and invite their specific comments on the draft plan, and provide the opportunity during the summary of submissions process to provide feedback on any matters raised by the wider community.

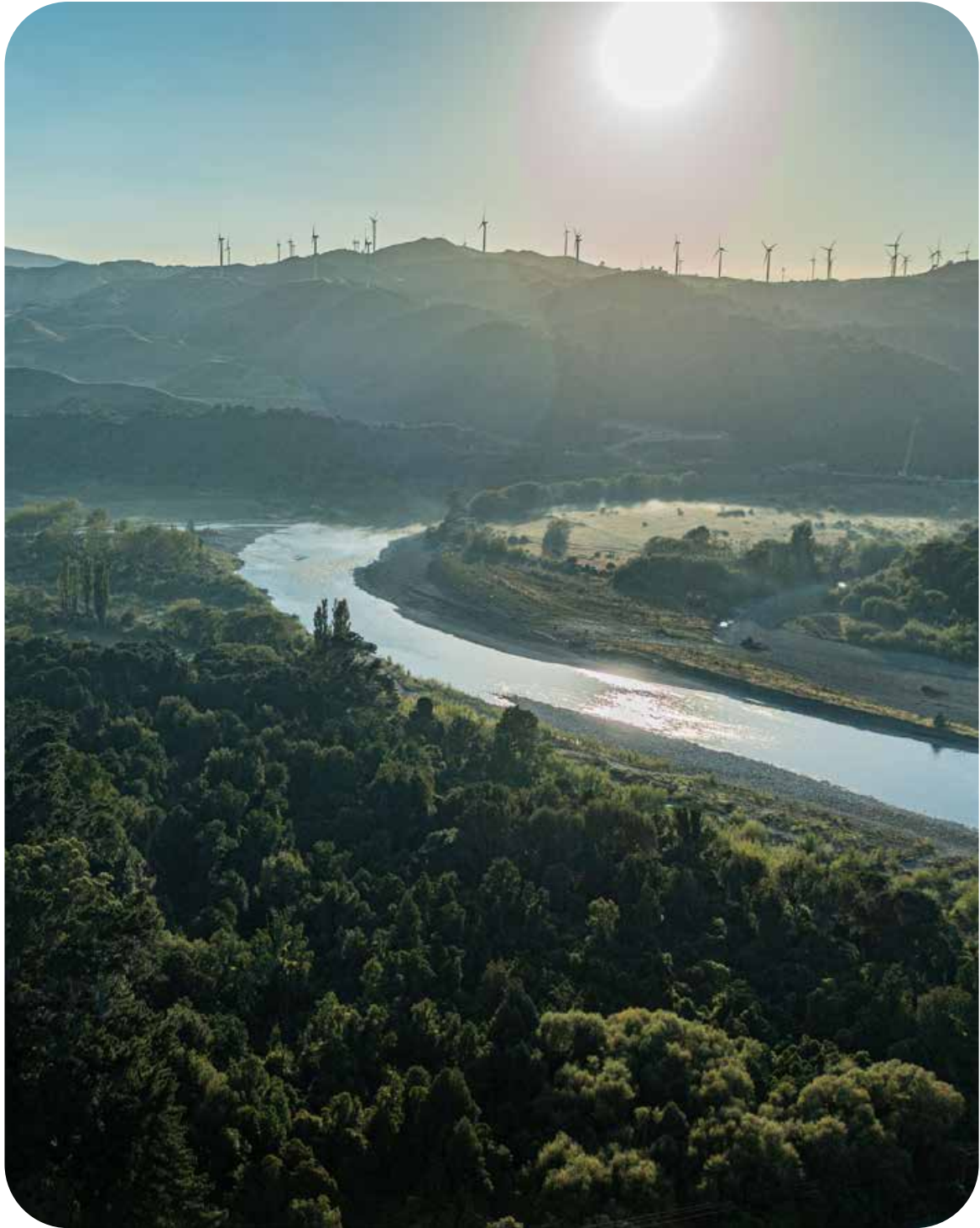
7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to the achievement of objective/objectives in: 6. Mahere rēhia 6. Recreation and Play Plan The objective is: Provide city, suburb, and local parks and reserves, sports fields and facilities, walkways and shared paths	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Developing reserve management plans contributes to the management and operations of parks supporting active recreation, sport and play. It provides direction on ecological restoration work and managing effects as well as giving effect to

	cultural well-being.
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ATTACHMENTS

1. Draft Ashhurst Domain RMP [!\[\]\(d05f6a18b2ae94e3533740340627dcbe_img.jpg\)](#) 
2. Ashhurst Domain RMP: Early Engagement [!\[\]\(14c4a1bfa1aa5518b77b6a109d96ed46_img.jpg\)](#) 
3. Ecological Assessment (attached separately) 
4. Cultural Values Assessment (attached separately) 
5. Landscape Assessment (attached separately) 



Otangaki-Ashhurst Domain
Reserve Management Plan
2024







User Guide – how to use this plan x

Section 1: Shaping Identity x

Otangaki x
 Otangaki-Ashhurst Domain: overview of the reserve x
 Natural and Cultural Landscape x
 Legislative Framework x
 Current Use of the Ashhurst Domain x

Section 2: Values and Objectives x

Partner, Stakeholder and
 Community Engagement – 2024 x
 Values x
 Objectives x

Section 3: Management Policies x

Landscape and Character Policy Areas x
 Management and Administration x

Policy 1: Partnership (Rangitāne o Manawatū)
 and Management

Policy 2: Landscape

Policy 3: Vegetation, Fauna and Wetland

Policy 4: Recreation

Policy 5: Events

Policy 6: Camping

Policy 7: Amenity Area

Policy 8: Burial Sites

Policy 9: Carparking, Overflow Parking and Access

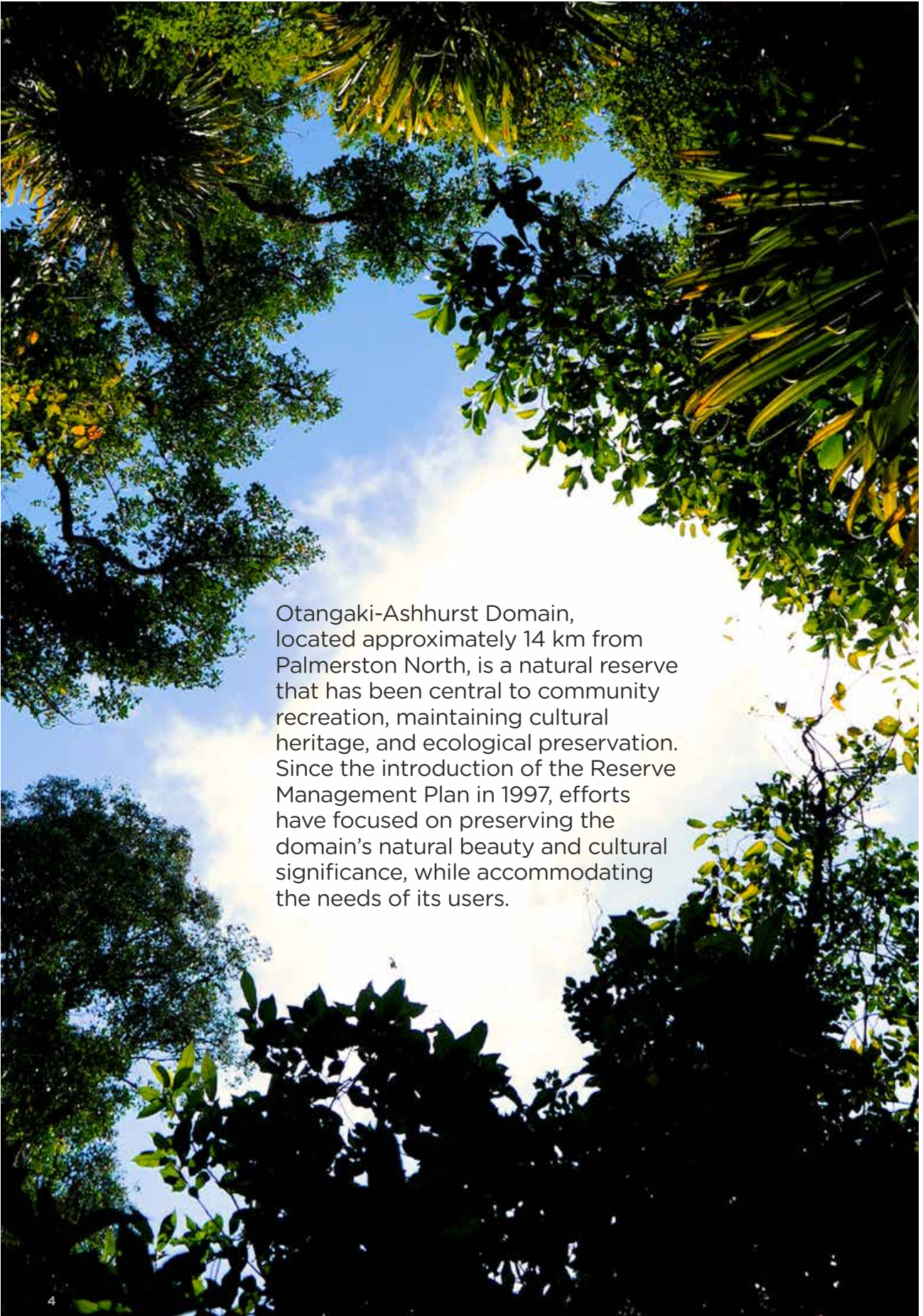
Policy 10: Signage, interpretation and education

Policy 11: Buildings, Site Furniture and Facilities

Policy 12: Leases and Licenses

**Section 4: Development and
 Integration Opportunities x**

Appendices x



Otangaki-Ashhurst Domain, located approximately 14 km from Palmerston North, is a natural reserve that has been central to community recreation, maintaining cultural heritage, and ecological preservation. Since the introduction of the Reserve Management Plan in 1997, efforts have focused on preserving the domain's natural beauty and cultural significance, while accommodating the needs of its users.

User Guide

how to use this plan

This Reserve Management Plan is a review of the Ashhurst Domain: Development and Management Plan (August 1997). This update is designed to ensure the continued use and enjoyment of Otangaki-Ashhurst Domain while guiding its sustainable management, protection, and enhancement.

The primary purpose of this plan is to set out objectives and policies that balance conservation, cultural respect, and recreational use, ensuring the preservation of natural and cultural values while allowing public enjoyment and access.

This plan has been prepared by Palmerston North City Council (PNCC) as the administering body for the reserve, with input from Rangitāne o Manawatū. The plan should be used alongside the Palmerston North City: Reserve Management Plan General Policy¹ (the General Policy). The General Policy outlines the Council's responsibilities for reserve management within the national legislative framework, local city planning, and the general objectives and policies that apply across all reserves in Palmerston North.

Sections

This Reserve Management Plan (RMP) is structured under four sections:

- 1. Identity**
Overview of the Domain's identity, including historical, cultural, ecological, and landscape aspects, planning framework, physical assets, and community interactions.
- 2. Values and Objectives**
Describes the values, tikanga, and management objectives for the reserve.
- 3. Management Policies**
Details the specific management approaches for various areas within the reserve.
- 4. Development and Integration Opportunities**
Discusses future opportunities for development and integration, particularly concerning larger regional projects.

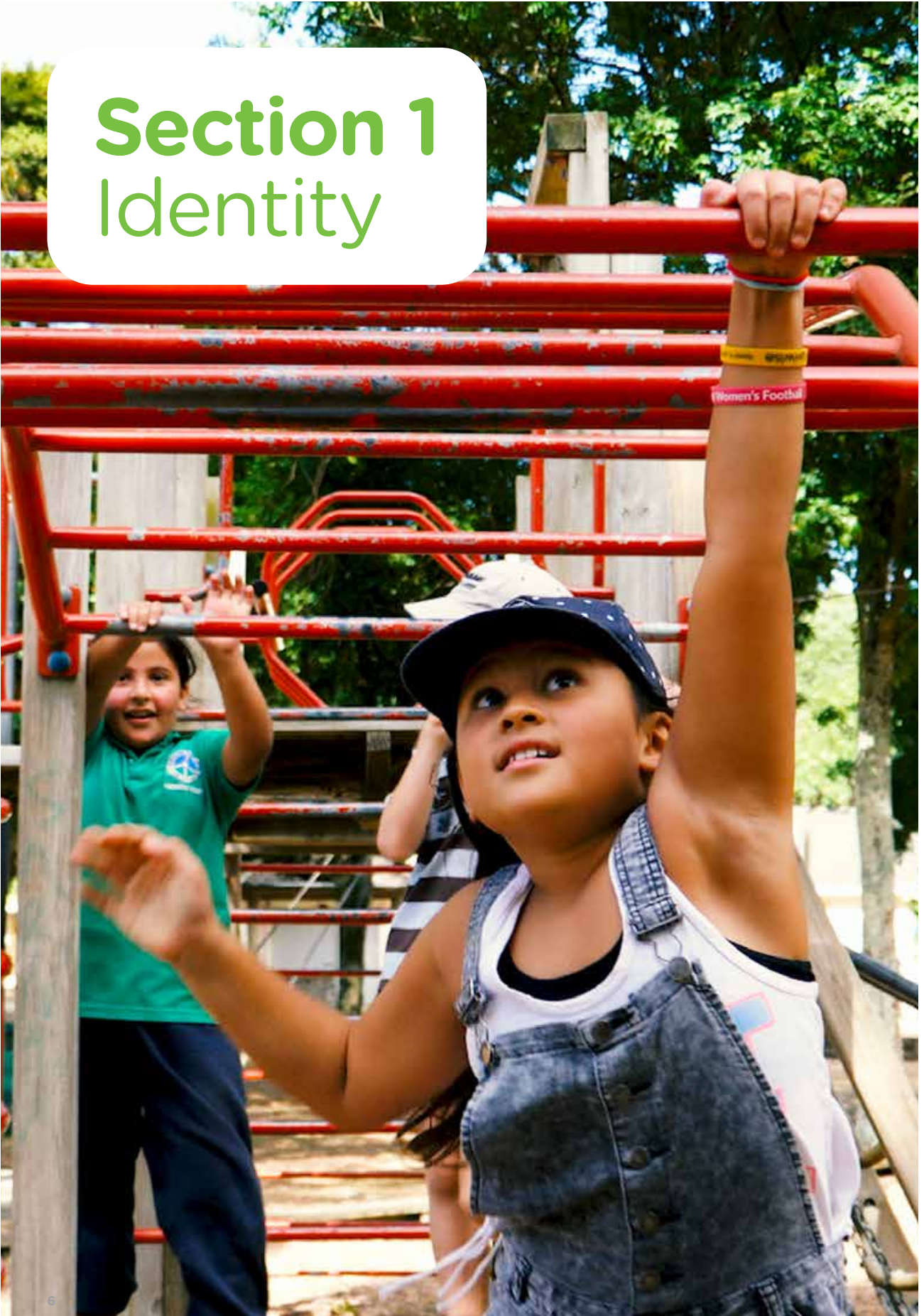
Term of the Plan

This plan was first produced in 1997. This review of the management plan will be the new active plan for a term of up to 10 years following the date of its adoption. The Council will keep the plan under continuous review so that the plan is adapted to changing circumstances or in accordance with increased knowledge. If changes are required within the 10-year term of the plan to ensure that plan remains relevant and accurate, and the changes do not involve a comprehensive review, the Council will make these changes without seeking public input.

At the end of the 10-year period that plan will be reviewed in accordance with the provisions of Section 41(8) of the Reserves Act 1977.

¹ At the time of writing the draft Otangaki-Ashhurst Domain RMP, the drafting of the Reserve Management Plan General Policy had not commenced.

Section 1 Identity



Otangaki-Ashhurst Domain: overview of the reserve

Te Āpiti, also referred to as the Manawatū Gorge, is of paramount importance to Rangitāne o Manawatū (Rangitāne). Crucially, it connected iwi, hapū and whānau groups east and west of Te Āpiti. The river, riparian margins and Te Ahu a Turanga track were significant routes of transport and communication passageways, and the meeting place of the two great forests of Whātonga; forests of the Ruahine and Tararua Ranges. The area is thus symbolic of connectivity between people, places and environments. Te Āpiti has many meanings including a split or cleft, to place side by side, or to have two of. It represents the two sides of the Gorge.

The Upper Terrace of the Otangaki-Ashhurst Domain boasts expansive views of the main access point into the Manawatū from the East Coast. This area was the obvious choice for the original Pā site: Otangaki. Otangaki was established as a Rangitāne Pā. The area later became one of the earliest locations settled by colonial migrants in the region for timber milling and farming (pre-dating Palmerston North). Despite migrancy, the Pā remained a significant gathering place for Māori, commemorating its status as a marae.

With the development of farming and deforestation in Manawatū, there are now few remnants of old forests and biodiversity of that time. In consideration of this, the area became protected by legislation in 1885. Legislative measures continue to protect this site, ensuring its preservation for future generations.

Otangaki-Ashhurst Domain, located approximately 14 km from Palmerston North, is a natural reserve that has been central to community recreation, maintaining cultural heritage, and ecological preservation. Since the introduction of the RMP in 1997, efforts have focused on preserving the domain’s natural beauty and cultural significance, while accommodating the needs of its users.

Over the years, Ashhurst Domain has become a well-loved reserve featuring expansive parklands, lush native forests, and scenic river views. Otangaki-Ashhurst Domain’s historical significance, wāhi tapu and natural beauty continue to make it a cherished space and recreational hub for Rangitāne, residents and visitors alike.



Figure 1: Ashhurst and Palmerston North

2 Te Ao Turoa Environmental Centre Cultural Values Assessment

Natural and Cultural Landscape

Landscape Character Assessment

A Landscape Character Assessment informed the first Ashhurst Domain RMP. The assessment was updated in 2023 (APPENDIX III: 2023 Ashhurst Domain Landscape Character Assessment). This assessment highlights four distinct character areas:

- Open space amenity area
- Lower floodplain
- Native bush and
- Wetlands

Each of these character areas holds unique features and land uses that the RMP functions to preserve and enhance.

Key opportunities for improvement include:

- incorporating natural, built, and cultural heritage elements
- enhancing accessibility
- improving physical and visual connections within the Domain (including clear signage)

- restricting development in conservation areas like the native bush and wetlands to protect native vegetation and biodiversity
- enhancing pathways
- defining routes and key access points
- visual and physical integration with the surrounding landscape, such as the Manawatū and Pohangina Rivers.

The red line in Figure 2 shows the unusual boundary line between the City and Manawatū District. The boundary line shape and location on the left-hand aerial is due to the practice to have a boundary at a river – for practical considerations. As a river changes course, boundaries often get left behind. The historical map (right-hand map) clearly shows that the river course almost exactly followed the territorial authority boundary³ in red, where the river would have been the boundary in times past. The map shows the close, if not somewhat exact, relationship between the Domain location and the Rangitāne Pā at Ashhurst Domain and how the old Pā site would have overlooked Gorge water traffic and anyone coming into the rohe from the Pohangina valley.



Figure 2: Otangaki Pā and Otangaki-Ashhurst Domain

³ The red line in Figure 2 is the boundary between the Palmerston North City Council and the Manawatū District Council.

Environmental changes and preservation of Otangaki-Ashhurst Domain

The Lower Floodplain character area has experienced significant loss of land and forest area in more recent times due to changes in the river environment. The Manawātū River shifts and changes course significantly and quickly. Over the years both Council and Regional Council have invested significantly along the river in the urban area to contain the awa to a narrow corridor.

This has had mixed success, and the Regional Council (along with Council and Rangitāne) are investigating how the flow capacity of river corridors in the district can be increased to reduce the impact of high flow events on communities and land along the length of the river. In the old map and aerial (Figure 2), it shows the river’s natural trajectory ran deep into what is now Otangaki-Ashhurst Domain’s lower terrace.

Protection of the lower terrace, from the impacts of future high flow events, will be an ongoing priority for this plan.



Figure 3: Otangaki-Ashhurst Domain - Landscape Character Areas

Ecological Assessment

An ecological assessment for Otangaki-Ashhurst Domain (Appendix Two) was carried out as part of the preparation of this Reserve Management Plan. The ecological assessment highlights its significant natural values and conservation potential, which are critical to developing management actions. The Domain features forest types which are rare in the region, such as totara/matai and swamp forest and supports nationally threatened species like swamp maire and mudfish. The oxbow wetland is highly ranked among regional wetlands. Figure 4 show the ecological areas identified.

Pest management, particularly targeting possums, rats, and mustelids, is essential to protect these natural habitats. In recent times the reserve has experienced some damage caused by recreation activities not complimentary to the preservation and protection of the forest remnant, for example the public cutting trees to form tracks and disturbing soil to create bike jumps.

Recommendations from the Ecological Assessment include actions to better safeguard its high natural values, to ensure long-term ecological protection. They underscore the need for targeted conservation efforts, robust pest control measures, and controlled entry management policies to prioritise ecological preservation. The recommendations are given effect to in Section 3: Management Policies.



Figure 4: Otangaki-Ashhurst Domain: Ecological Sites

Rangitāne o Manawatū Cultural Assessment

The Cultural Values Assessment for Otangaki-Ashhurst Domain carried out as part of preparation for this plan, emphasises the need to recognise and preserve the rich cultural heritage of the area. To give effect to the assessment findings, the management plan should include actions that protect significant cultural sites such as Otangaki-Ashhurst Domain Pā, enhance interpretive signage to educate visitors about cultural heritage, and facilitate and prioritise iwi involvement in ongoing management and decision-making processes - particularly around urupā and wāhi tapu. Figure 5 shows the Wāhi Tapu/Urupā overlay recommended by the Cultural Values Assessment.

Restoration of natural features linked to cultural narratives, include those in close proximity to the Domain, like the old Pohangina River Oxbow and Parahaki Island. These cultural areas of interest could be worked into any signage and wayfinding plans for the reserve. Additionally, integrating cultural elements into new developments and recreational areas will ensure the cultural legacy is respected and celebrated, fostering a deeper connection between Te Ao Māori, the community and the land.

Management practices across this culturally significant site should also reflect the kaitiakitanga of mana whenua. Additionally, the Trustees of Parahaki Island must be engaged regarding any activities that may impact on the island.



Figure 5: Otangaki-Ashhurst Domain Cultural Wāhi Tapu Overlay

Legislative Framework

Management objectives align with the following:

- Reserves Act legislation – reserve classification,
- Resource Management Act – District Plan zoning

Reserves Act Status

Recreation Reserve - Section 17 (2) of the Reserves Act 1977 requires that recreation reserves shall be administered under the appropriate provisions of the Act that:

(a) the public shall have freedom of entry and access to the reserve, subject to the specific powers conferred on the administering body by sections 53 and 54, to any bylaws under this Act applying to the reserve, and to such conditions and restrictions as the administering body considers to be necessary for the protection and general well-being of the reserve and for the protection and control of the public using it:

(b) where scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife are present on the reserve, those features or that flora or fauna or wildlife shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve:

provided that nothing in this subsection shall authorise the doing of anything with respect to fauna that would contravene any provision of the Wildlife Act 1953 or any regulations or Proclamation or notification under that Act, or the doing of anything with respect to archaeological features in any reserve that would contravene any provision of the Heritage New Zealand Pouhere Taonga Act 2014:

(c) those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve shall be conserved:

(d) to the extent compatible with the principal or primary purpose of the reserve, its value as a soil, water, and forest conservation area shall be maintained.

- While the Domain is classified under the Reserves Act as a Recreation Reserve, the management practices identified in the Ecological and Cultural recommendations of this Reserve Management Plan warrant a balance between recreation and preservation, with a shift more towards preservation of some areas consistent with 17(2)(b). This is also aligns with the District Plan Conservation and Amenity Zone, and the Cultural Heritage Status given to urupā and wāhi tapu within this zone.

District Plan Zones and Status

In addition to the Reserves Act classification, the District Plan zones and status within Otangaki-Ashhurst Domain guide development and management practices. The Resource Management Act, either through the District Plan or Horizons One Plan, may require consents for activities or works in this sensitive area.

Otangaki-Ashhurst Domain is classified under two District Plan zones, and one status under the District Plan Section 17 Schedule of Objects and Sites of Cultural Heritage Value to Tangata Whenua (Figures 7 & 8).

Recreation Zone

This zone includes areas designated for active and passive recreational activities. It encompasses the sports fields, picnic areas, playgrounds, and other facilities that support public enjoyment and recreational use. The Recreation Zone is managed to facilitate a wide range of activities while maintaining the open, green spaces that are integral to the domain's character.

Conservation and Amenity Zone

This zone focuses on the protection and enhancement of significant natural habitats and landscapes within the domain. It includes the native bush areas, wetlands, and other ecologically sensitive regions. The Conservation and Amenity Zone is managed to conserve biodiversity, protect ecological values, and provide opportunities for passive recreation and nature appreciation. Activities in this zone are carefully controlled to minimise environmental impact and support conservation efforts.

At present the bush and urupa are contained within the Recreation rather than the Conservation and Amenity Zone. During the next review of the District plan, it will be important to review the District Plan zone boundaries for Otangaki-Ashhurst Domain, to ensure they align with the ecological and cultural areas identified in this reserve management plan.

Cultural Heritage Status

This status is dedicated to the recognition and preservation of areas with significant cultural and historical importance. This status is generally allocated to particular areas or buildings (and hence not a "zone" proper). It includes sites such as Otangaki-Ashhurst Domain Pā and other culturally significant landmarks. The Cultural Heritage Status is managed in collaboration with iwi and local communities to protect and enhance cultural heritage values, promote education and interpretation, and ensure that these areas are respected and celebrated.

Name	Issue / Feature
Parahaki (or Moutere) Island Manawatu River ML4046 and 338	An island in the river at the mouth of the Manawatu Gorge owned by Dannevirke based Rangitane iwi.
Otangaki (Ashhurst Domain) Ashhurst Domain near Manawatu River Pt Sec Town of Palmerston North	An old urupa in bush near the Manawatu River containing about 6 unmarked graves of Rangitane people drowned when their canoe sank in the river about 1850's or 1860's.

HI-RES TO COME

Figure 7: District Plan Cultural Heritage Value excerpt



Figure 8: Otangaki-Ashhurst Domain: District Plan Zones

These zoning and scheduled sites of cultural heritage value help ensure that Otangaki-Ashhurst Domain's natural, recreational, and cultural values are protected and enhanced, facilitating a balanced approach to its management and development.

Current use of the Otangaki-Ashhurst Domain

Cultural practices and activities

The Otangaki-Ashhurst Domain hosts a wide variety of recreation activities, cultural practices, community events, play opportunities, volunteer groups and informal gatherings for families. The areas where major activities occur are shown in the map in Figure 9. Ensuring Otangaki-Ashhurst Domain maintains this breadth of diversity in a manner that is respectful, or mana-enhancing, is a key consideration in this management plan.

Cultural practices

Kaitiakitanga

Rangitāne, supported by Council, maintain a partnership role as kaitiaki of this space regarding how resources are managed, developed and cared for in an ecological and spiritual sense, in perpetuity. In particular, Rangitāne maintain the role of caring for the Urupā at the Domain.

Noho Anga

Rangitāne practice noho anga – or the occupation of a space for the expression of spiritual and cultural practices. It is likely that this practice will grow, and these spaces can be identified over time.

Activities

Camping

For those looking to extend their stay, Otangaki-Ashhurst Domain offers camping facilities. The campsite is well-maintained and provides essential amenities for a comfortable outdoor experience.

Cemetery and Urupā

The park is also used for visiting burial sites and graves. These sites have become areas of both historical and cultural significance over the years, as relatives and whanau to the deceased seek to understand and pay respect to the past.

Community Events

The Domain regularly hosts community events, including community planting days. These events foster community spirit and provide entertainment for locals and visitors alike.

Dog Exercise/Training

The Manawatū Canine Club has leased part of the Domain for dog training and breed showing since 1988. They have a clubhouse on site and hold regular obedience training and shows that attract a large number of entrants to the Domain, many who stay overnight. Their latest lease was signed in March 2020.

Environmental Education, Volunteers and Wildlife Observation

Educational programmes and guided tours focus on the unique flora and fauna of the area. These community-led initiatives aim to raise awareness about environmental conservation and the importance of preserving natural habitats. Often this is in conjunction with volunteers who commit their time to the care and preservation of the natural features.

Family, Picnicking and BBQs

The domain is equipped with numerous picnic tables and barbecue facilities, making it an ideal spot for family gatherings and social outings. Visitors can enjoy a meal amidst the natural beauty of the park.

Fitness Training/Gym

There have been mobile gyms located in the Domain, on and off, from 2019 to 2024. These have proven popular with locals.

Horse Riding

The Ashhurst Community has a strong horse riding, competing and trekking contingent. The Ashhurst Pohangina pony club lease part of the Domain and hold a number of rallies. The Domain, as well as other linking tracks will continue to allow for a variety of equine pursuits.

Model Aircraft

Radio Controlled model aircraft are flown off a landing area along the lower terrace. The Ashhurst Model Fliers lease land for their club activities. The low impact nature of club activities makes them compatible with adjacent ecological areas.

Playground/Children's Natural Play Area

Otangaki-Ashhurst Domain features a dedicated children's playground and natural play area designed to engage young explorers with nature. This area includes various play structures and interactive elements crafted from natural materials, encouraging imaginative and adventurous play.

Scouting

The Ashhurst Scouts have a community lease at Otangaki and have operated at this reserve for many years. They are planning to build a new scout hall.

Sports and Active Recreation

Sports enthusiasts can take advantage of the open fields for football and cricket, and other recreational activities. The Domain is also popular for organised sports tournaments .

Walking/dog walking/running

Ashhurst Domain-Otangaki-Ashhurst Domain offers a variety of walking and hiking trails that meander through its lush native forests and open parklands. These trails provide scenic views of the Manawātū River and surrounding landscapes, perfect for casual strolls or more vigorous hikes.

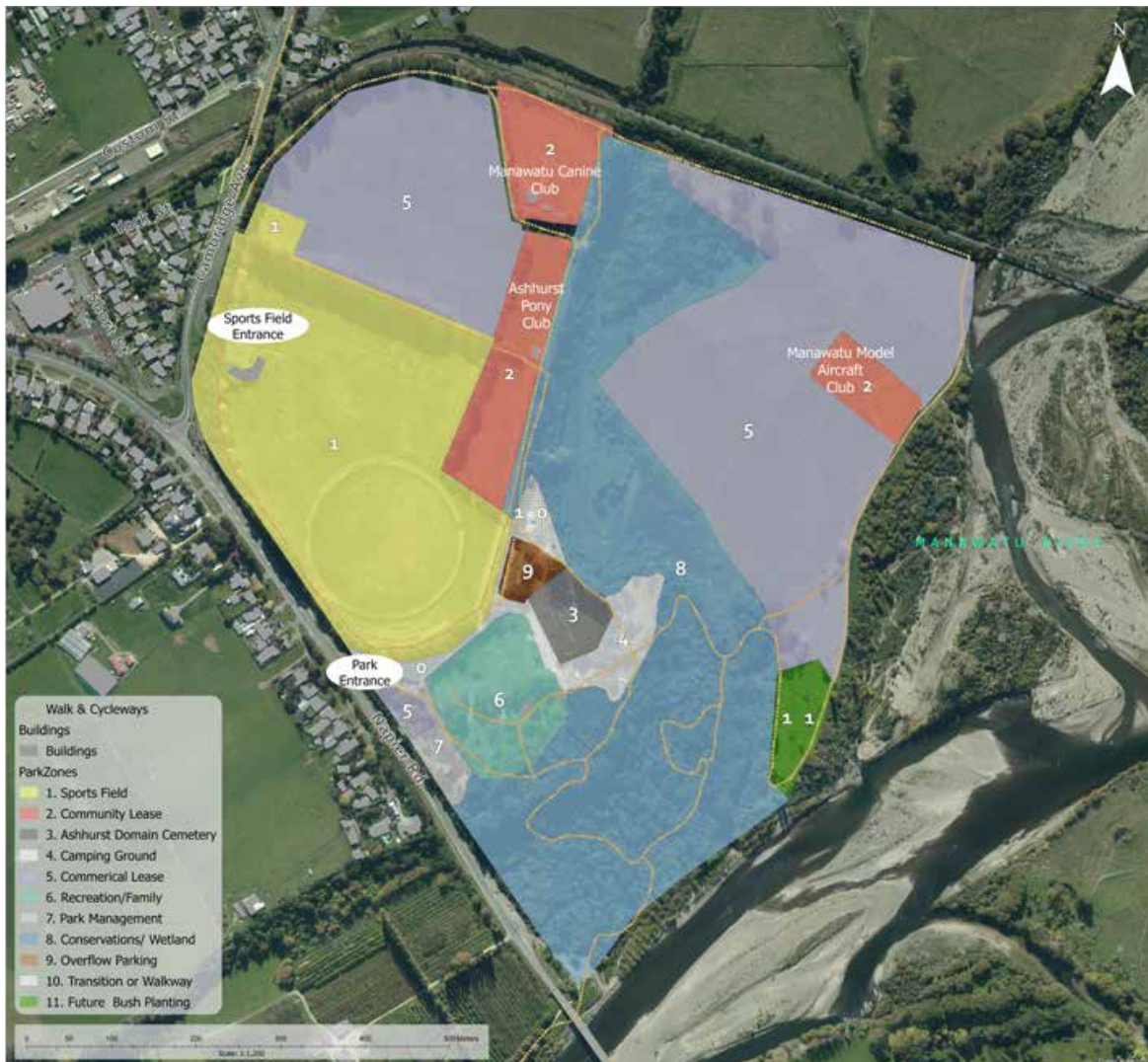


Figure 9: Otangaki-Ashhurst Domain - current activities

Facilities condition and renewal

The 2024 PNCC Parks Asset Management Plan has a description of all facilities and structures in the Otangaki-Ashhurst Domain, the condition and performance of the assets and the planned renewals programme. There is a mixture of facility ages and conditions across the Domain. Most facilities, including buildings are in good functional condition. The old Café (former Jockey Rooms) have fallen into a derelict state, and are no longer suitable for occupancy. A decision is needed on their future.

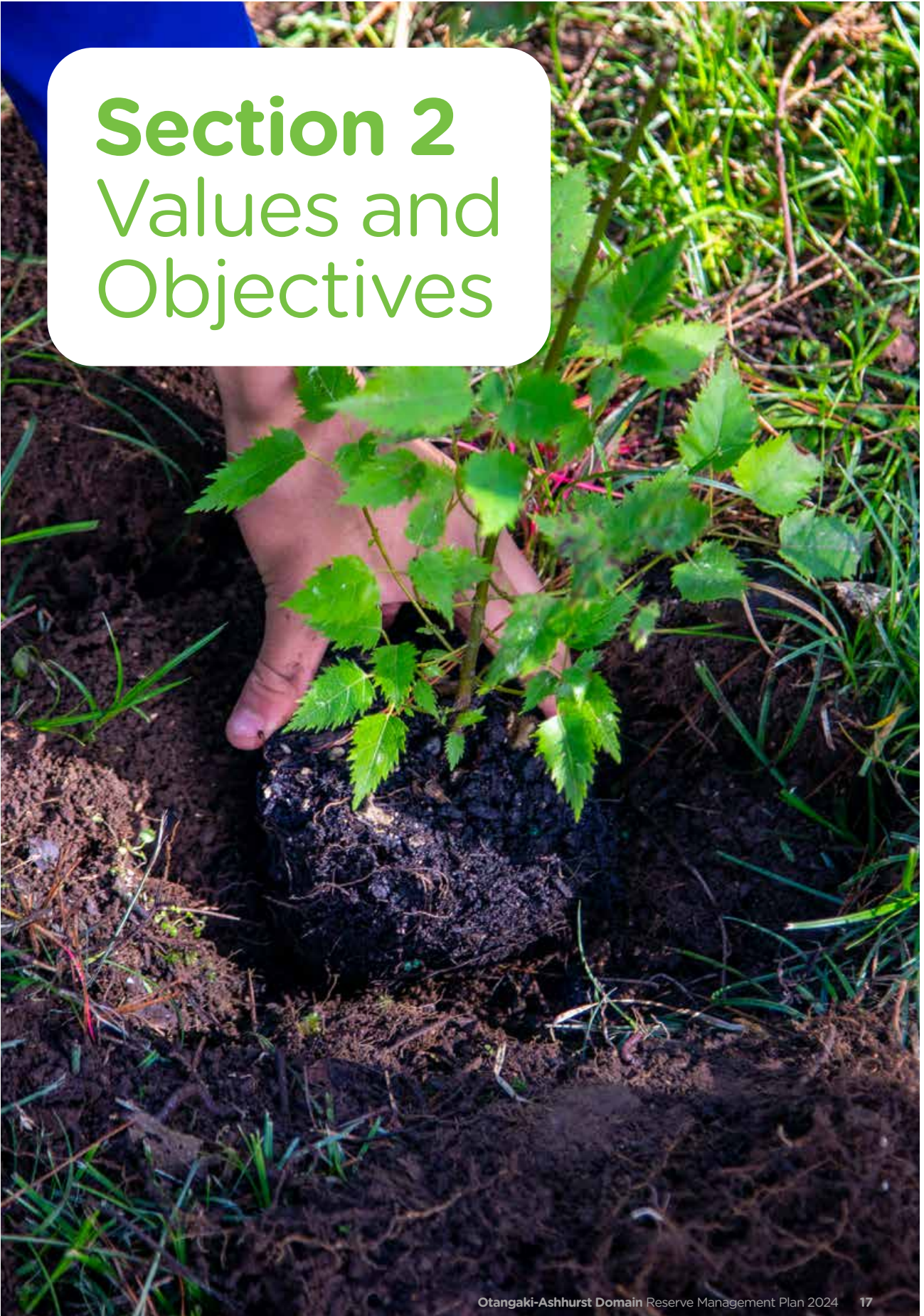
Opportunities and Challenges

A number of opportunities and challenges face the Domain, many of which are not new and not uncommon across regions. This plan makes provision to address these issues and how they relate to the Otangaki-Ashhurst Domain.

1. Community group leasing (future provision, ongoing leases, special activities, volunteer groups, etc)
2. Cultural expression and rangatiratanga (urupā, camping and fires, expression, kaitiaki)
3. Future provision of overflow carparking
4. Growth in camping, and incidents of conflict between long-stay campers and other users
5. Integration of both Te Āpiti Masterplan and Te Ahu a Turanga
6. Managing commercial activities in a public space (food trucks, café, grazing leases)
7. Play and the natural environment
8. Preserving ecological treasures that are at risk of destruction and extinction
9. Provision for natural burial
10. River erosion on the lower terrace
11. Recreation use

Section 2

Values and Objectives



Partner, Stakeholder and Community Engagement - 2024

This 2024 update to the Otangaki-Ashhurst Domain Reserve Management Plan marks a significant milestone in our ongoing commitment to preserving and enhancing the Domain. This revision integrates extensive community engagement feedback collected from 2023 to early 2024, reflecting the diverse voices and aspirations of iwi, the wider Palmerston North public, local residents, and stakeholders.

Key insights from our Rangitāne partners, the community and stakeholders have highlighted the importance of maintaining the Domain's natural character, enhancing accessibility, protecting its ecological uniqueness, supporting diverse recreational activities, and fostering cultural expression and kaitiakitanga.



Values

The values, identified through the engagement process, that guide and shape the management and development of Otangaki-Ashhurst Domain unsurprisingly emerge from the unique identity of the Park. They are:

Preservation

Protecting and restoring native ecological treasures, such as wetlands and bush, enhances the park's natural beauty, open views, and peaceful scenery, creating a sense of calm and relaxation for everyone who visits. These should be preserved for future generations.

Enjoyment

The variety of activities that are complimentary to the natural and developed sections should be kept, and wherever possible integrated across the park. Otangaki-Ashhurst Domain is to be enjoyed respectfully.

Connection

Otangaki-Ashhurst Domain has a strong cultural and historical identity, that should be celebrated and respected. This kōrero should be woven into the fabric of the physical infrastructure and management practices, allowing people to better connect with the intrinsic depth of Otangaki-Ashhurst Domain.

Integration

The Te Āpiti Masterplan, the Manawatū River (through the River Framework) and Te Ahu a Turanga in particular, are three significant projects occurring in this area. Otangaki-Ashhurst Domain should be integrated into these developments as the pivotal centre.

By aligning the management and future opportunities with community values, kaitiakitanga and environmental stewardship, this plan aims to guide the sustainable development and management of Otangaki-Ashhurst Domain for current and future generations. We are committed to a collaborative approach, partnering with Rangitāne, and involving local community groups and other stakeholders in the ongoing care and enhancement of this cherished natural reserve.

Objectives

Objective 1:

To **acknowledge Rangitāne ancestral occupation of Otangaki-Ashhurst Domain** through the iwi's ongoing presence in decision-making, management and participation at the reserve.

Objective 2:

To **foster enjoyment and involvement** in the Otangaki-Ashhurst Domain by a variety of users and interests in a manner that is mana-enhancing and respectful of the core values.

Objective 3:

To protect, **preserve and restore the natural environment and character** of the Otangaki-Ashhurst Domain, in a manner consistent with the aspirations of local residents and the wider public.

Objective 4:

To encourage **resilience through integrated management** and development practices at the Otangaki-Ashhurst Domain.

Objective 5:

To provide opportunities for appropriate **community and commercial activities** that would enhance the natural character and enjoyment of the Domain.

Objective 6:

To encourage the use of the Domain as an **educational resource**.

Objective 7:

To adjust to **changing recreation and sporting pursuits**

Setion 3

Management Policies



Landscape and Character Policy Areas



Landuses

Key: Landuses

- | | | |
|----------------------------------|-------------------------------------|--------------------------|
| 1. Grazed Paddocks | 9. Managers House | 16. Cemetery |
| 2. Manawatū Canine Club | 10. Service / Maintenance / Storage | 17. Wetland |
| 3. Manawatū Pony Club | 11. Children's Playground | 18. Escarpment |
| 4. Regenerating Native Bush | 12. Picnic Lawn | 19. Former Café |
| 5. Soccer Fields | 13. Toilets and Shelter | 20. Lower Floodplain |
| 6. Cricket Oval | 14. Ashhurst Bush | 21. Changing Rooms |
| 7. Main Entrance | 15. Camping Ground | 22. Model Aeroplane Club |
| 8. Office / Information Building | | |

Figure 10: Otangaki-Ashhurst Domain Landscape Use Areas

Management and Administration

Palmerston North City Council is the Administering Body of the Otangaki-Ashhurst Domain. The primary purpose of the Administering Body is to manage the reserve in accordance with the provisions of the Reserves Act 1977.

The purpose of the Act is to ensure that parks and reserves are properly maintained and managed for the use and enjoyment of the community. Council has chosen to work alongside iwi to ensure that the management of the reserve reflects the ongoing partnership and identity of two peoples. The General Policy provides more detail on our partnership.



Policy 1

Partnership (Rangitāne o Manawatū) and Management

The history and development of this site, as occupied by Rangitāne (for hundreds of years), would be incomplete without mention of Rangitāne history and practices at the site. The Domain, as an old Pā site, remained occupied as a gathering place long after the Marae was gone. Rangitāne have acted as kaitiaki over this place up until the present day.

Policy 11: To involve Rangitāne, exercising their rangatira, in the activities at Otangaki-Ashhurst Domain that they believe require cultural input at the earliest stage possible.

Policy Action 11.1: Develop protective measures around urupā in the Domain. (section 3.2.1).

Policy Action 11.2 : Disturbance of the ground off the path in in red area (urupā) in Figure 5, will not occur until a Rangitāne representative has been to the site and appropriate tikanga has been completed

Policy Action 11.3: Council and Rangitāne will engage with one another before making any decision to undertake significant pruning of bush within the urupā area

Policy Action 11.4: develop bilingual signage for the urupā area communicating the its significance to iwi and rules around environmental protection and wāhi tapu.

Policy Action 11.5: Any activity occurring in, or planned for, the Otangaki-Ashhurst Domain that may impact Parahaki Island will be raised early in the planning process with the Island Trust.

Policy 1.2: Rangitāne will be invited to complete, or be part of, inductions for domain staff and community volunteer days in the Otangaki-Ashhurst Domain.

Policy 1.3: Enable noho anga – the right of an indigenous culture to occupy a space for ritual or ceremonial purposes. This will include lighting fires for breaking tapu and remaining on site overnight.

Policy Action 1.3.1: Develop a process with to Rangitāne to manage bookings for noho anga.

Policy 1.4: Use both the original and new name for the reserve and surrounding area: Otangaki-Ashhurst Domain.

Policy Action 1.4.1: Progressively update all Council references to Ashhurst Domain, to the dual name Otangaki-Ashhurst Domain, on the website, signage and PNCC materials.

Policy 2

Landscape

The updated Landscape Assessment 2023 identified four key character areas, separated by distinctive character features that make them unique:

1. Open space
2. Lower Floodplain
3. Amenity Area
4. Native Bush and Wetlands.

The four character areas are shown in Figure 3. Within the four Character Areas there are many activities and practices that require day-to-day management.

Visual management remains a key feature of this management plan. Whenever any form of development or landscape change is proposed, the change or development must be consistent with the character assessment of the area in which it is proposed. In addition, any development or change within an area must also consider its neighbouring character area – should it impinge upon the visual amenity of that site and its character values.

Policy 2.1: Protect and enhance the unique landscapes and visual amenity.

Policy Action 2.1.1: Continue to work with horizons and Rangitāne to mitigate the impacts of high river flows on Character Area 2 (lower floodplain)

Policy Action 2.1.2: Produce Visual Amenity and Character Development Guidelines. (The Landscape assessment will provide the material for the guidelines).

Policy Action 2.1.3: Manage plant height for open views and create viewing areas (with associated seating and interpretation signage)

Policy 3

Vegetation, Fauna and Wetland

The Domain has a number of vegetation areas including a native swamp forest and wetland area of some significance. The Domain vegetation below the Terrace can be described as Floodplain forest (made up of totara/matai stand and swamp forest), terrace forest, oxbow wetland and northern foremost remnant (Landscape area 4, Figure 3).

The Otangaki-Ashhurst Domain vegetation is also made up of escarpment vegetation, shelter belts and general amenity planting. Lower Otangaki-Ashhurst Domain, as a floodplain forest, features regionally rare forest types such as totara/matai, and supports nationally threatened species like swamp maire and mudfish. The oxbow wetland is highly ranked among regional wetlands.

Policy 3.1: Manage and maintain the vegetation, fauna and native species to enhance the natural character areas, public safety, forest and tree health and to facilitate opportunities for ecological habitats to thrive.

Policy Actions 3.1.1: Allow native trees in bush areas that are dead or dying to naturally rot and replenish the forest floor, unless they pose a danger to users.

Policy Action 3.1.2: Other than in bush areas, remove trees that are dead/dying, seriously damaged or dangerous, and replace with suitable species.

Policy Actions 3.1.3: Control plant pests in a manner consistent with the Character Areas and Horizons Regional Plant Pest Management Plan.

Character Zone 4: Bush Remnant and Wetland

Policy 3.2: ensure that management practices in Character Area 4 protect and strengthen the rare and unique species in the floodplain swamp forest and wetland – Scenic Reserve A (includes all native species).

Policy Action: 3.2.1: Make rules for the area and install signage in Character Area 4 advising the public of rules, including:

- Walking and experiencing nature is limited to the official approved paths.
- Mountain bikes, bike and scooters are not allowed on paths or in the bush
- Off path activities in Character Area 4 require prior approval of Council
- This is a dog on-leash area under the Dog Control Bylaw 2024

Policy Action 3.2.2: only use ecologically and genetically appropriate plant stock in future plantings within and adjacent to the indigenous forest.

Policy Action: 3.2.3: seek funding to undertake a full pest, weed and exotic fauna stocktake of Character Area 4 and develop a pest control and fauna management plan.

Policy Action: 3.2.4: support volunteer efforts to identify canopy gaps within the bush and reinstate canopy by controlling weeds in these localised areas

Policy Action: 3.2.5: include Character Area 4 within the City's biodiversity management and reporting initiatives

Policy Action 3.2.6: support volunteer groups to help carry out actions 3.2.2-3.2.5 and any other activity consistent with Policy 3.2.

Policy Action 3.2.7: Develop and deliver a communications plan for the actions in Policy 3.2.

Policy 3.3: Continue to support education and learning opportunities (particularly Character Area 4).

Policy 3.4: Protect the existing wetland and make provision for the extension of the natural bush remnant and wetland area to create a larger, and thereby more naturally stable ecological preservation area. (Development Opportunity 3.2.8).

Policy Action: 3.4.1: Ensure grazed land remains physically separated from the wetland.

Development Opportunity - Policy Opportunity 3.5: Develop Character Area 2 (Floodplain) to become Part of Character Area 4 as native wetland and bush.

Policy 4

Recreation

Otangaki-Ashhurst Domain provides for a wide range of recreation activities that are consistent with its character and history. There are open spaces, sports fields, bushwalks and playgrounds. Horse riding and dog training and shows also feature at the Domain. Otangaki-Ashhurst Domain also acts as the main reserve for Ashhurst residents. Council will continue to support this diversity of activity.

Policy 4.1: Provide and manage a variety of spaces and assets that will cater to the diverse recreation activity. This will include but is not limited to:

- Casual unstructured recreation
- Play
- Sporting days, training and events
- Organised sports competitions
- Clubs and community leases/activities

Policy Action 4.1.1: Maintain facilities and grounds in accordance with the service standards in the PNCC Parks and Property Asset Management Plans.

Policy Action 4.1.2: Require all organised sports games, trainings and one-off events to be booked through Council.

Policy 4.2: Ensure compatibility of recreation activities with Otangaki-Ashhurst Domain character; and encourage user conflict to be resolved through an etiquette of mutual respect – as per Manawatū River Shared Path.

Policy Action 4.2.1: Update the wording on signage to align with Policy 4.2, when existing signs are renewed.

Policy 4.3: Limit recreation activities to areas where they are not detrimental to the Character identity.

Policy Action 4.3.1: Identify any existing recreation activities within a Character area that are not compatible with the character identity and explore opportunities to restrict them or accommodate them in other areas that are more suitable.

Policy 5

Events

Otangaki-Ashhurst Domain is popular for formal and informal events. Otangaki-Ashhurst Domain hosts a wide variety of events – with some at a large scale. Certain events may negatively impact on the landscape character in some areas, and other areas are so popular that events may negatively impact on the enjoyment of others.

Policy 5.1: Allow for a variety of one-off events which meet the provisions of Council bylaws, policies and the District Plan.

Policy Action 5.1.1: Continue to require large events and bookings for exclusive use of grounds and facilities to be booked through Council.

Policy Action 5.1.2: Encourage the community to book private events with Council, even if exclusive usage is not required, so that booking conflicts can be managed.

Policy 6

Camping

The Campground has a very distinctive “off the beaten track” appeal. Campground numbers have been steadily increasing for many years, and the campground is now a very popular alternative to the “highway 1” tourist appeal. There has been an increase in incidents of threatening behaviour towards staff and other users with most incidents involving longer-stay campers with no other place to live. There have also been incidents of people sleeping in the bush or vehicles within the carparks. It is important going forward that basic extensions to facilities occur and that the management of the campground is sufficiently resourced to ensure each camper has a good camping experience.

Policy 6.1: Continue to provide regional “off-the-beaten-track” camping and overnight stay facilities in the Domain.

Policy Action 6.1.1: Limit overnight camping in the Domain to the campground and/or as part of a one-off event in a community lease area e.g. canine centre.

Policy Action 6.1.2: Continue to restrict the length of stay to prevent long-term occupancy

Policy Action 6.1.3: Continue to monitor and report on camper numbers and survey guests

Policy Action 6.1.4: Review and adapt campground rules to support a “off the beaten track” camping experience and manage camper behaviour

Policy 6.2: Provide for continued growth in campground visitor numbers

Policy Action 6.2.1: Monitor the use of powered sites and provide for the installation of additional power boxes if demand frequently exceeds supply

Policy Action 6.2.2: Decommission the old dump station site to enable the area to return to camping provision.

Policy Action 6.2.3: Investigate options, including a commercial partnership, to increase the level of management and facilities provided at the campground, to better meet camper needs, without impacting on management the wider Domain or campground viability.

Policy 7

Amenity Area

The playground and surrounding amenity at Ashhurst are well-loved by kids and adults alike. It is important that everything is well-maintained and cared for in this area. The playground must meet playground safety standards, and the public amenities and the BBQ's looked after in accordance with the Parks Asset Management Plan.

Policy 7.1: Maintain the playground to the appropriate safety standard, and ensure all seats, tables, BBQs and toilet/change facilities are maintained in working condition.

Policy Action 7.1.1: Continue to undertake regular playground safety audits and maintenance checks to ensure equipment meets the most appropriate standard for its type.

Policy Action 7.1.2: Maintain facilities and grounds in accordance with the service standards in Councils Parks and Property Asset Management Plans.

Development Opportunity: Policy 7.2: Incorporate further natural play features into the Domain without impinging upon Character Area 4.

Opportunity Action 7.2.1: Identify opportunities to create natural play elements in and around the existing play area.

Policy 8

Burial Sites

Cemetery

The Ashhurst Cemetery is of significance to the local community, it celebrates the lives of past residents, many of whose descendants still live in the village. The cemetery is maintained to a high standard and is managed in accordance with the PNCC Cemeteries and Crematorium Bylaw. Capacity remains in the lawn area for several burials and ash interments, and to build additional niche walls to accommodate ash interments.

Policy 8.1: To limit the impact of the cemetery on the campground and adjacent overflow parking area, there will be no expansion of the area set aside for the existing cemetery.

Policy 8.2: Maintain cemetery assets in accordance with the service standards in the PNCC Parks Asset Management Plan.

Natural Burials

Natural burial involves a non-embalmed body buried at a shallow depth to facilitate natural decomposition. Natural burial is becoming more popular and it has been challenging to find publicly owned land in the city suitable to be set aside for natural burial. Members of the community, in consultation with Rangitāne have identified an area within the Otangaki-Ashhurst Domain which may be suitable for natural burial. The intention would be to restore the area in native bush, as part of the natural burial process, which is consistent with the plans for the surrounding area.

Policy 8.3: Make provision for natural burial within Otangaki-Ashhurst Domain.

Policy Action 8.3.1: Investigate the suitability of the soil within the area adjacent to the Northern Bush Remnant portion of the wetland for natural burial. (blue circled area in Figure 11).

Policy Action 8.4.2: Subject to the confirmation of site suitability, and in partnership with Rangitāne, support the community to develop a proposal for the designation, development and operation of a natural burial site.

Policy 9

Carparking, Overflow Parking and Access

Managing the flow and circulation of transport and recreation activities in and around the reserve is a key planning requirement for a successful use of space. This includes the way by which users enter the park. Managing the balance between carparks and the character of the Domain is a challenge, but one that needs to be met in an appropriate manner.

Car parking is essential for many people to get to the park and enjoy it, particularly as Otangaki-Ashhurst Domain is a destination reserve serving the wider city. Carpark locations should be strategic and focused in particular areas. The provision of new parking should consider visual impact, amenity proximity and protection of character areas.

Policy 9.1 Access: provide an efficient and safe access network within the Otangaki-Ashhurst Domain catering for a wide range of recreation visitors.

Policy Action 9.1.1: receive feedback on the functioning of the main entrance to the Otangaki-Ashhurst Domain once Te Ahu a Turanga is complete.

Policy Action 9.1.2: Review the Domain roading network for efficiency, appropriateness in regards to Character Type, safety and aesthetic enjoyment when planning for any future developments in the reserve.

Policy 9.2: Continue to control the speed, and direction of traffic within the reserve.

Policy 9.3: Provide safe, convenient parking spaces at a level compatible with the capacity of the reserve.

Policy Action 9.3.1: Continue to provide for overflow carparking in the areas identified in Figure 9, rather than building carparks to meet peak demand.

Policy Action 9.3.2: Review the level of provision, location and condition of carparks as part of the 3-yearly asset management planning cycle

Policy 10

Signage, interpretation and education

Otangaki-Ashhurst Domain is a valuable educational resource, offering a unique window into native river swamp habitats of the past and geological formation. Clear signage which helps users navigate between features and provides key information in a consistent manner, whilst minimising the impact on the aesthetics of the surrounding environment is important. The Domain is in a pivotal gateway and careful consideration will be required to integrate Domain signage with Te Āpiti, Te Ahu a Turanga and the Manawatū River.

Policy 10.1: Promote Otangaki-Ashhurst Domain as a valuable natural and educational resource.

Policy Action 10.1.1: Ensure information on the Council website and promotional material is kept up to date

Policy Action: 10.1.2: Enable school groups to participate in the care and restoration of Area 4.

Policy Action 10.1.3: Seek funding to develop interpretation signage and pamphlets for Character Area 4.

Policy 10.2: Provide wayfinding signage that is easy to follow and appropriate for the nature of the Otangaki-Ashhurst Domain.

Policy Action 10.2.1: Continue to utilise the hierarchy of signage, wayfinding marker and standardised symbols to simplify navigation for visitors whilst also minimising the impact of signs on the surrounding landscape.

Policy Action 10.2.2: Ensure that all signage is developed and/or renewed in accordance with Council's brand and signage policies, including the use of Te Reo Māori.

Policy Action 10.2.3: Engage with Rangitāne on the content and translation of all interpretive signage to ensure it culturally functional and appropriate.

Policy Action 10.2.4: Work with the Manawatū Gorge Governance Group and Rangitāne to develop alignment between signage on the outer areas of the Otangaki-Ashhurst Domain and other signage in the area.

Policy 11

Buildings, Site Furniture and Facilities

There are a number of facilities across the Domain that serve the needs of the park staff and users. Some are used exclusively by Council staff; some are open to the public, and some are owned and managed by community groups. The old Jockey Rooms, which were redeveloped for use as a café have now fallen into disrepair. All other buildings in the Domain are being maintained in sound functional condition.

Policy 11.1: Maintain Council owned buildings in sound functional condition and renew in accordance with the provisions of the Property Asset Management Plan.

Policy 11.2: Dispose of the old jockey rooms (café) in the most cost-effective manner.

Policy 11.3: Review proposals for new buildings to ensure the location and design is sensitive to the surrounding environment.

Policy 11.4: Continue to install and replace furniture in a style that is appropriate to the Character area with a preference for the use of natural materials.

Policy 12

Leases and Licenses

Community Leases

Council holds leases with community groups in the Otangaki-Ashhurst Domain that provide beneficial and cost-effective activities for the community. These groups are made up of volunteers and operate as for-purpose (not-for-profit) organisations that do not charge commercial rates. This makes these activities more affordable. All community group leases are directed by Council Policy for the Use of Public Space and the Support and Funding Policy. Community Group leases are also subject to the provisions of the Reserves Act.

There are three community leases and one community agreement in Otangaki-Ashhurst Domain at the time of writing. These leases are listed within Appendix I. There is nothing elsewhere in this plan that would require a current lease holder to move or cease their activities e.g. Ashhurst Model Fliers Club will be maintained and incorporated into plans for future ecological restoration in the lower terrace floodplain.

Policy 12.1: Council will consider the renewal of existing community group leases within Otangaki-Ashhurst Domain, without first consulting with the public, providing the proposed activity and lease area is substantially the same as in the current lease provisions.

Policy Action 12.1.1. Contact community groups before the end of their lease to discuss any changes to occupancy proposed.

Policy Action 12.1.2. Incorporate new leases to Appendix I.

Policy 12.2; Ensure that lease holders fulfil their leasing obligations under their lease and the Reserves Act 1977.

Development Opportunity Policy 12.3: set aside a portion of land that is currently grazed for future community-led initiatives which are consistent with the principles and objectives of this Reserve Management Plan. See Figure 11.

Commercial Leases and Licenses

Commercial lease and licences are appropriate in reserves to support the activities occurring in the reserves. All revenue from commercial leases is used to offset the costs associated with managing and maintaining the wider reserve. There are currently no commercial leases in the Otangaki-Ashhurst Domain other than grazing leases.

Grazing leases have been used for many years to manage land that is set aside for future reserve space, but not currently required. The two most significant areas that are covered by a grazing lease at present are described as number 5 in Figure 9.

These two areas leased for grazing are proposed as suitable for community initiatives and the wetland forest restoration project. It is intended to progressively reduce the area available for grazing to enable development.

Policy 12.4 Issue licences to mobile vendors (food trucks) to whose products meet demand for the sale of food and drinks in Otangaki-Ashhurst Domain.

Policy Action 12.4.1: Assess applications for food truck and other vendor licences against the objectives of this Reserve Management Plan and issue licences in accordance with Council policy.

Policy 12.5: Continue to use grazing leases for the management of land until it is needed for reserve purposes.

Policy Action 12.5.1: At the end of the grazing lease term, review the grazing area, and issue new grazing leases for terms no greater than 2 years and for an area that does not impact on proposed community initiatives and reserve developments.

Policy Action 12.5.2: Maintain land removed from grazing until development commences, so it does not pose a fire hazard.

Section 4

Development and Integration Opportunities



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This Reserve Management Plan review is timely, coinciding with the development of Te Ahu a Turanga (Manawatū/Tararua) highway, the adoption of the Te Āpiti Masterplan, and the move by Council to secure the Ashhurst to Palmerston North shared path – thereby linking the City to Ashhurst via off-road recreation/commuter options.

The plan outlines strategies to integrate the Otangaki-Ashhurst Domain into all three large-scale pieces of work, thereby enhancing accessibility and recreation opportunities while preserving its natural and cultural values.

Integration Policy 13.1: Integrate the appropriate paths and wayfinding with new developments. See Policy 10.2.4

Development Policy 13.2: Develop the Lower Terrace as an ecological restoration area expanding the existing bush remnant and wetland. See Policy 3.2 for details; and Figure 10: 14 for aerial description.

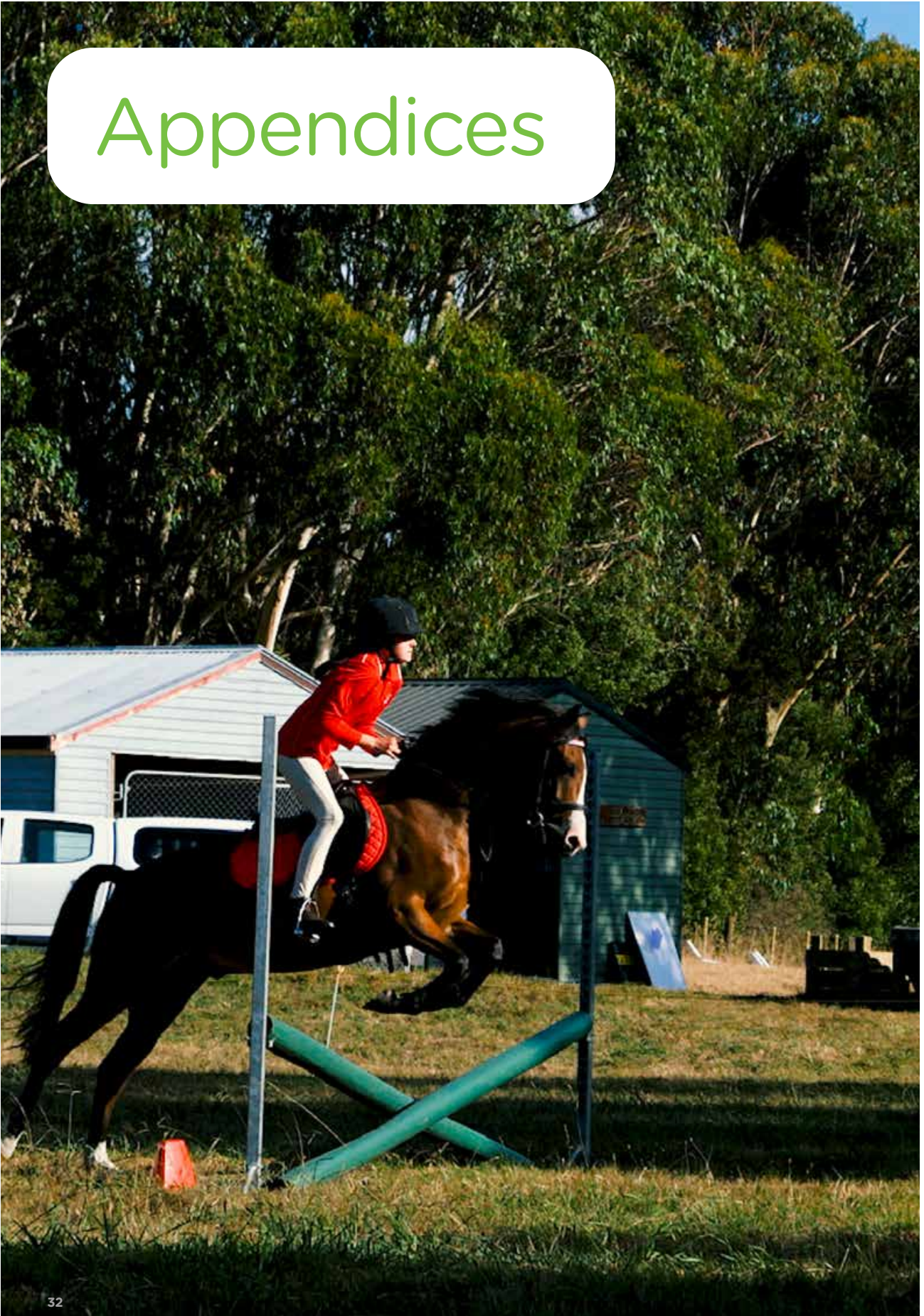
Development Policy 13.3: Provide an area for future community leasing opportunities. See Leases and Licences Policy 12.5; and Figure 10: 13 for aerial description.

Development Opportunity 13.4: Be open to new proposals for food and beverage services adjacent to the playground in the summer months to support an increase in day visitors and campers.



Figure 11: Otangaki-Ashhurst Domain – proposed future activities

Appendices



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**TO
COME**

Ashhurst Domain Reserve Management Plan 2024 – early engagement results

Introduction

In 1997, the first Reserve Management Plan for Ashhurst Domain was developed. Following a hiatus in reserve management planning, the focus returned in 2015/16 with plans for Ahimate (2017) and Memorial Park (2018). Recent efforts (2020-2023) addressed legal and administrative issues, paving the way for new management plans under the Reserves Act 1977. This update incorporates feedback from a comprehensive community engagement process completed in early 2024.

Vision and Values

The overarching vision for Ashhurst Domain is to maintain its natural character while enhancing recreational and cultural opportunities for the community. Key values guiding this plan include:

- **Naturalness:** Preserve and enhance the natural environment.
- **Family-Friendly:** Ensure the park is welcoming and accessible to families.
- **Cultural and Historical Significance:** Protect and promote the cultural and historical aspects of the domain.
- **Sustainability:** Implement sustainable practices in all developments and maintenance activities.

Key Findings from Engagement

Rangitāne O Manawatū

- **Rebranding:** Consider a dual name, Otangaki.
- **Development Focus:** Emphasize mahi toi (artwork) and conservation, including wetland development.
- **River Erosion:** Address concerns about river erosion.
- **Camping:** Controlled expansion of camping areas to maintain tranquillity.
- **Wellness Centre:** Allocate space for a Marae as a wellness centre.
- **Medicinal Plants:** Develop areas for Rongoa (medicinal plants) and community food resilience.
- **Managing wahi tapu (urupā):** needs more involvement with key Rangitāne members to avoid any unforeseen issues.

Internal Stakeholders

- **Naturalness:** Prioritize the site's natural character in all developments.
- **Connectivity:** Enhance connections with Te Apiti and Te Ahu a Turanga projects.

- **Events Infrastructure:** Develop infrastructure to support events, such as food trucks and a future café.
- **Risk Management:** Address risks related to river flooding and land loss.

External Stakeholders

- **Ecology and Natural Environment:** Protect and expand ecological and wetland areas.
- **Family Connections:** Ensure developments foster family and community connections.
- **Cultural Expression:** Integrate cultural and historical elements.
- **Commercial Activity:** Limited commercial activity, aligned with the park's character.
- **River Access:** Improve access to the river.

Public Engagement

- **Natural Character:** Maintain the natural character and avoid overdevelopment.
- **Activity Integration:** Integrate activities like camping, equestrian, and natural play throughout the park.
- **Community Involvement:** Encourage local community participation in park management.
- **Maintenance:** Improve maintenance of facilities and paths.

Development and Management Proposals

Conservation and Ecology

- Expand conservation areas and wetland development.
- Introduce educational signage about local ecology and conservation efforts.

Recreation and Facilities

- Expand and integrate camping areas, ensuring they align with natural and cultural values.
- Develop natural play areas and educational experiences for children.
- Improve event infrastructure, including spaces for food trucks and a potential café.

Cultural and Historical Enhancements

- Incorporate cultural elements such as artworks and historical markers.
- Support the establishment of a wellness centre and areas for Rongoa plants.

Community Engagement

- Establish a "Friends of the Domain" group to involve the community in park management and maintenance.
- Enhance pest and weed control through community initiatives.

Risk Management

- Develop strategies to mitigate river erosion and flooding risks.

- Regularly review and update maintenance plans for paths and facilities.

Conclusion

The updated Ashhurst Domain Reserve Management Plan for 2024 should reflect the community's desire to preserve the park's natural character while enhancing recreational and cultural opportunities. Sustainable practices and community involvement will be central to achieving these goals. Rangitāne have aspirations for this site; and given its significant cultural status desire more involvement in how the area is managed.

The organisations and individuals involved in the stakeholder meetings are listed in the table below.

Organisation	Contact Name
Ashhurst Scouts	Julie Gillam-Hill
Ashhurst School	Kaz Giles
Model Aircraft	
Pony Club	Alice Ducker
Volunteers – pest control	Harvey Jones
Sports Codes - Cricket	Tim Richards
Sports Codes - Football	Donald Piper
Canine Club	Leigh Crow
Canine Club	Peter Russell
HRC	Sian Cass
HRC	Jon Roygard
MDC	Carl Johnstone
Police	Phil Robinson
Ashhurst Community Trust	Richard Tankersley
Village Voice	Llyvonne Barber
Ashhurst Senior Citizens Club	Colleen Carr
NZ Military Heritage	Jo Hollander
Grazing leases	Bob Sproull
Fish and Game	
Ducks Unlimited	
Sport Manawatu	Victor
Sport Manawatu	Brad
DOC	Kelly Hancock
DOC	Dan Tuhoy
CEDA	Janet Reynolds
RECAP	Harvey Jones
Church	Richard Tankersley
Waka Kotahi	Malcolm Chiles
Waka Kotahi	Greg Lee
NZMCA	Joe Wolfgram
	Viv McGlynn
ENM	Helen King

Forest and Bird	Anthea
Scouts	
Michael Shepherd	
Keith Joblin	
Tom Shannon	
Amy Shannon	
Arthur Yeo	

COMMITTEE WORK SCHEDULE

TO: Culture & Sport Committee

MEETING DATE: 27 November 2024

TITLE: Committee Work Schedule

RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Culture & Sport Committee receive its Work Schedule dated November 2024.

COMMITTEE WORK SCHEDULE – NOVEMBER 2024					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Clause number
1.	27 November 2024	Annual Report: Sport Manawatū 2023/2024	General Manager Strategic Planning		Terms of Reference
2.	27 November 2024	Create a City Heritage Advisory or Reference Group – Terms of Reference	General Manager Strategic Planning		Council 29 May 2024 Clause 95.40 -24
3.	26 March 2025	Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)	General Manager Customer & Community		22 November 2023 Clause 43-23
4.	26 March 2025	Annual Sector Lead Report: Community Arts Palmerston North Incorporated (Square Edge Community Arts)	General Manager Customer & Community		22 November 2023 Clause 43-23
5.	26 March	Six Month	General		Terms of

	2025	Performance Report – The Globe, The Regent, Te Manawa	Manager Corporate Services		Reference
6.	26 March 2025	Draft Statement of Intent 2025-2028 – The Globe, The Regent, Te Manawa	General Manager Corporate Services		Terms of Reference
7.	26 March 2025	Six Month Report – Sport Manawatū	General Manager Strategic Planning		Terms of Reference
8.	25 June 2025	Review of in-house service delivery of Caccia Birch House	General Manager Customer & Community		Council 2 June 2021 Clause 50.7
9.	25 June 2025	Rural Games – annual presentation			Council 31 May 2023 Clause 88.11-23
10.	25 June 2025	Final Statement of Intent 2025-2028 – Te Manawa, The Globe and The Regent	General Manager Corporate Services		Terms of Reference
11.	25 June 2025	Annual progress report on the development of heritage themes, including military heritage, across Council programmes	General Manager Strategic Planning		10 August 2022 Clause 17.2
12.	10 September 2025	Annual report from PN Public Sculpture Trust	General Manager Customer & Community		Council 29 April 2019 Clause 36.4
13.	10 September 2025	Annual report on Maintenance and Renewal	General Manager Infrastructure		25 June 2018 Clause 19.2

		Plans and Budgets for Cultural Facilities	Services		
14.	10 September 2025	Play Policy Annual Implementation Monitoring Report	General Manager Customer & Community		14 April 2021 Clause 12-21
15.	10 September 2025	Annual Report 2024-2025 – The Regent, The Globe, Te Manawa	General Manager Corporate Services		Terms of Reference
16.	10 September 2025	Annual Report – Sport Manawatū 2024/2025	General Manager Strategic Planning		Terms of Reference
17.	2027	Statement of Expectations 2025/28 – Te Manawa, The Globe and The Regent	General Manager Customer & Community		Terms of Reference

ATTACHMENTS

NIL