



**PAPAIOEA**  
PALMERSTON  
NORTH  
CITY

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# **PALMERSTON NORTH CITY COUNCIL**

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AGENDA

## **CULTURE & SPORT COMMITTEE**

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9:00 AM, WEDNESDAY 26 MARCH 2025

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

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# MEMBERS

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

**Mark Arnott**  
**Vaughan Dennison**  
**Lev 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](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**Waid Crockett**

**Chief Executive | PALMERSTON NORTH CITY COUNCIL**

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Te Marae o Hine | 32 The Square  
Private Bag 11034 | Palmerston North 4442 | New Zealand  
[pncc.govt.nz](http://pncc.govt.nz)

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# CULTURE & SPORT COMMITTEE MEETING

26 March 2025

## 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 - Basketball New Zealand/Basketball Manawatū** Page 7

**7. Ashhurst Domain Reserve Management Plan Review - Hearing of Submissions** Page 9

**8. Ashhurst Domain Reserve Management Plan Review - Summary of Submissions** Page 13

Memorandum, presented by Kathy Dever-Tod, Group Manager - Parks and Logistics.

**9. Confirmation of Minutes** Page 29

That the minutes of the Culture & Sport Committee meeting of 27 November 2024 Part I Public be confirmed as a true and correct record.

**10. He rā ki tua Horizons Region Spaces and Places Plan for Sport and Recreation - implementation and facility planning update** Page 35

Memorandum, presented by Ann-Marie Mori, Policy Analyst and Carl Johnstone, General Manager Partnerships - Environment, Sport Manawatū.

**11. Sport Manawatū Charitable Trust: Six-Month Progress Update 1 July to 31 December 2024** Page 43

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

**12. Annual Sector Lead Report: Community Arts Palmerston North Incorporated (Square Edge Community Arts)** Page 63

Memorandum, presented by Gillian Tasker, Community Development Advisor.

- 13. Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)** Page 87

Memorandum, presented by Gillian Tasker, Community Development Advisor.

- 14. The Regent Theatre Trust: Six-Month Report 1 July - 31 December 2024 and Draft Statement of Intent 2024-27** Page 111

Memorandum, presented by Sarah Claridge, Governance Advisor.

- 15. Committee Work Schedule** Page 153

- 16. Karakia Whakamutunga**

- 17. Exclusion of Public**

To be moved:

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

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

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

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

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

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



## **PRESENTATION**

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Presentation - Basketball New Zealand/Basketball Manawatū

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### **RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE**

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

Dave Everitt, General Manager Commercial, Basketball New Zealand and Mike Ryan, General Manager, Basketball Manawatū will make a presentation seeking Council support for Basketball Manawatū and the ongoing operation locally.

### **ATTACHMENTS**

Nil



## SUBMISSION FROM CONSULTATION

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Ashhurst Domain Reserve Management Plan Review - Hearing of Submissions

### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

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

### SUBMITTERS WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION

Submission No.	Submitter
65	Natural Burial Manawatū
66	Daniel Sproull
75	Manawatū Estuary Management Team
84	Beauchamp Funeral Home

### ATTACHMENTS

1. Submissions - Ashhurst Domain Reserve Management Plan Review (attached separately) 
2. Procedure Sheet [↓](#) 



## Procedure Sheet Hearing of Submissions

<b>Presenting your submission</b>	<p>You have indicated a wish to present your submission before a Committee of Councillors; you can do this either in-person or online. You may speak to your submission yourself or, if you wish, arrange for some other person or persons to speak on your behalf.</p> <p>We recommend that you speak to the main points of your submission and then answer any questions. It is not necessary to read your submission as Committee members have a copy and will have already read it.</p> <p>Questions are for clarifying matters raised in submissions. Questions may only be asked by Committee members, unless the Chairperson gives permission.</p>
<b>Time Allocation</b>	<p>10 minutes (including question time) will be allocated for the hearing of each submission. If more than one person speaks to a submission, the time that is allocated to that submission will be shared between the speakers.</p>
<b>Who will be there?</b>	<p>The Culture &amp; Sport Committee will hear the submissions. The Committee comprises of Elected Members as identified on the frontispiece of the Agenda.</p> <p>There will also be other people there who are presenting their submission. The Hearing is open to the media and the public.</p>
<b>Agenda</b>	<p>An Agenda for the meeting at which you will be speaking will be publicly available at least two working days prior to the meeting. It will be published on the Palmerston North City Council website (<a href="#">Agendas and minutes</a>) and available to view at the Customer Service Centre. The Agenda lists the submissions in the order they will be considered by the Committee, although there may be some variation to this.</p>
<b>Venue</b>	<p>The meeting will be held in the Council Chamber, First Floor, Civic Administration Building, Te Marae o Hine, 32 The Square, Palmerston North.</p> <p>The Council Chamber will be set out with tables arranged appropriately. You will be invited to sit at the table with the Councillors when called.</p>

<b>Tikanga Maori</b>	You may speak to your submission in Maori if you wish. If you intend to do so, please contact us no later than four days before the date of the meeting (refer to the 'Further Information' section below). This is to enable arrangements to be made for a certified interpreter to attend the meeting. You may bring your own interpreter if you wish.
<b>Visual Aids</b>	A whiteboard, and computer with PowerPoint will be available for your use. We prefer you notify us before the day if you will require these.
<b>Final Consideration of Submissions</b>	Final analysis of submissions will be at the Culture & Sport Committee meeting on 25 June 2025. The media and public can attend these meetings, but it will not be possible for you to speak further to your submission or participate in Council deliberations.
<b>Changes to this Procedure</b>	The Committee may, in its sole discretion, vary the procedure set out above if circumstances indicate that some other procedure would be more appropriate.
<b>Further Information</b>	If you have any questions about the procedure outlined above please contact Natalya Kushnirenko, Governance Administrator, phone 06 356 8199 extension 7106 or email <a href="mailto:natalya.kushnirenko@pncc.govt.nz">natalya.kushnirenko@pncc.govt.nz</a> .

## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Ashhurst Domain Reserve Management Plan Review - Summary of Submissions

**PRESENTED BY:** Kathy Dever-Tod, Group Manager - Parks and Logistics

**APPROVED BY:** Chris Dyhrberg, General Manager Infrastructure

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### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the summary titled 'Ashhurst Domain Reserve Management Plan Review - Summary of Submissions', presented to the Culture & Sport Committee on 26 March 2025.
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#### 1. ISSUE

- 1.1 On February [27 November 2025](#) the draft Ashhurst Domain Reserve Management Plan (RMP) was adopted for public consultation.
- 1.2 Consultation was undertaken from 3 February to 4 March 2025.
- 1.3 This memo provides a summary of the submissions received.

#### 2. BACKGROUND

- 2.1 The review of this RMP is part of the wider development of a full reserve management planning suite of documents for Palmerston North City Council. This is the first reserve management plan to be reviewed/developed as part of a workplan prioritisation adopted by Council in 2023.
- 2.2 Council notified its intention to prepare the plan and engaged with the stakeholder groups and interested parties before preparing the draft RMP.

#### 3. CONSULTATION PROCESS

- 3.1 The consultation period opened on 3 February 2025 and closed on 4 March 2025. The consultation consisted of:
  - A public notice published on 27 November 2024;
  - A consultation period from 3 February to 4 March 2025 – timed to avoid the holiday season;
  - Signage onsite describing the proposal: where you can get a draft, the Open Day date and time, and details of Council contact;

- A drop-in session on Saturday 15 February 2025;
- Provision of information at the Ashhurst Branch Library;
- Website information package and online submission form; and
- Social media posts – three advertising the review and drop-in session.

**4. SUMMARY OF SUBMISSIONS**

- 4.1 83 submissions were received during the month-long consultation. 71 of these were on the submission form.
- 4.2 Approximately 21 people were present at the Open Day for the talk and questions session. Our social media posts were viewed 43,685 times.
- 4.3 The submission form has 23 questions – 9 qualitative and 11 quantitative. Each question seeks support or opposition to the main proposed changes to the current plan or new inclusions in the draft plan, with an open question for comments in general.

The following sections provide the results:

- 4.4 **Question 1: Do you live in Ashhurst?** 71 people answered this question which is 100% of people who completed the submission form.

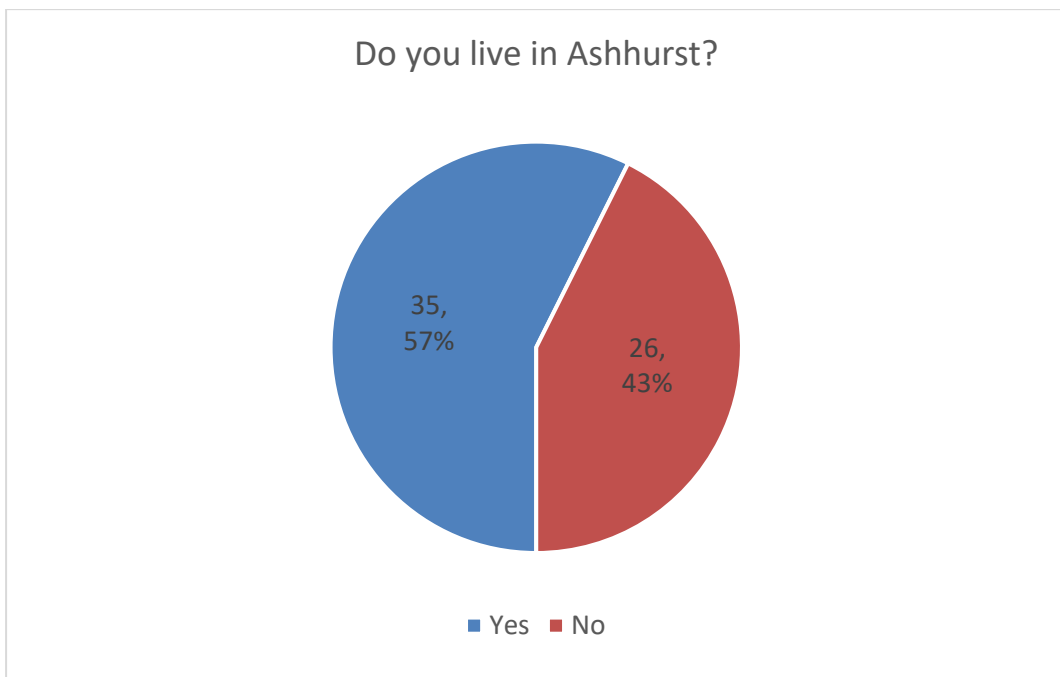


Figure 1: Do you live in Ashhurst?

Just under 57% of all respondents live in Ashhurst and 43% live in other areas.

- 4.5 **Question 2:** This refers to whether the submitter would like to speak to their submissions and is administrative only.
- 4.6 **Questions 3 & 4: Working more closely with Rangitāne to ensure the Domain is managed respectfully and appropriately – Do you support this?**

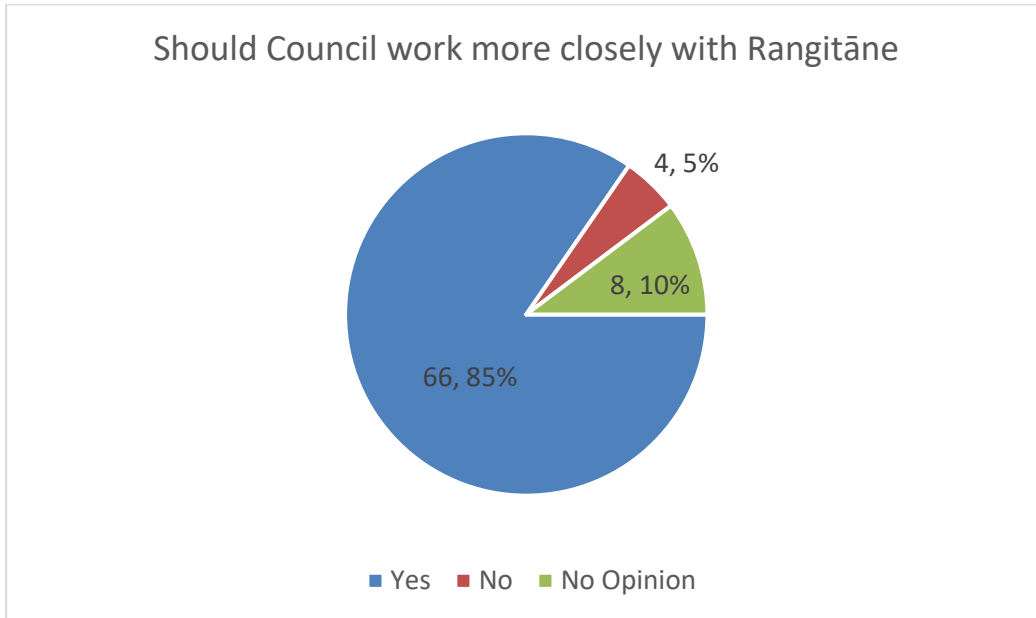


Figure 2: Working closely with Rangitāne

85% of respondents saw a close relationship with Rangitāne as a positive action.

14 submitters provided further comments – most of which were in support of the relationship.

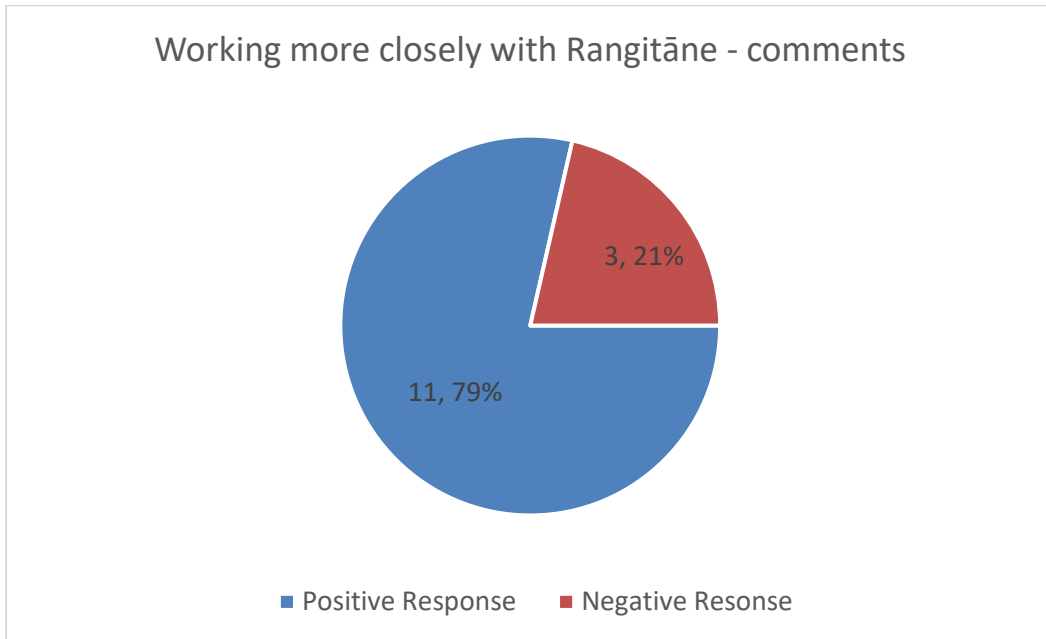


Figure 3: Working with Rangitāne

4.7 **Questions 5 & 6: Renaming the Domain to Otangaki-Ashhurst Domain – Do you support this change?** 75 submitters answered this question, with 68% in support, 20% against and 12% with no opinion or don't know.

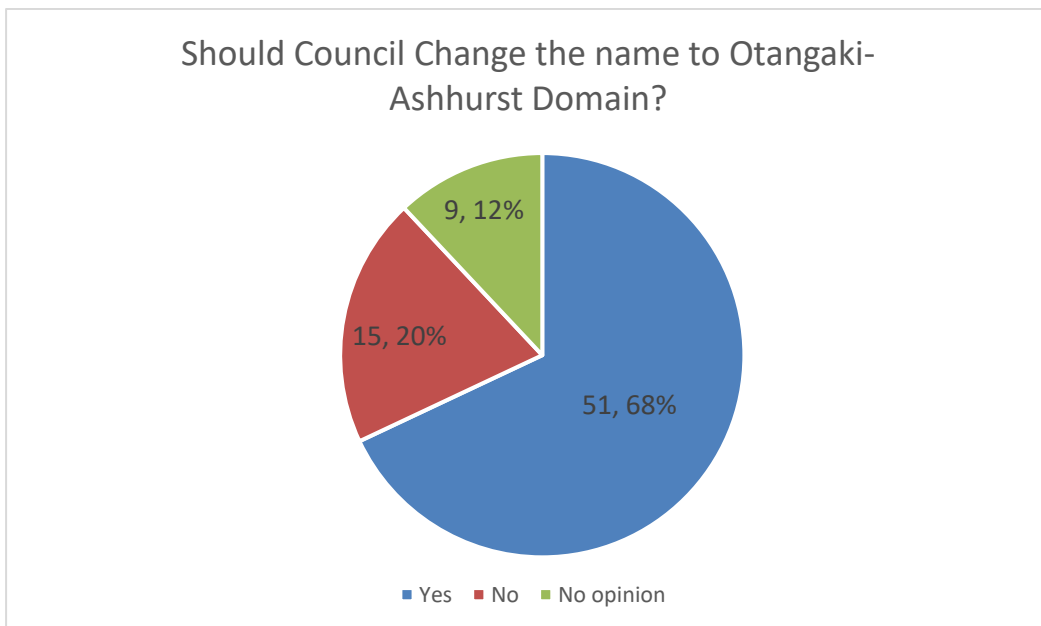


Figure 4: Name change to include Otangaki

When asked for further comments 18 submitters chose to answer, with 72% of those noting the importance of working with Mana Whenua and 28% against the proposal.

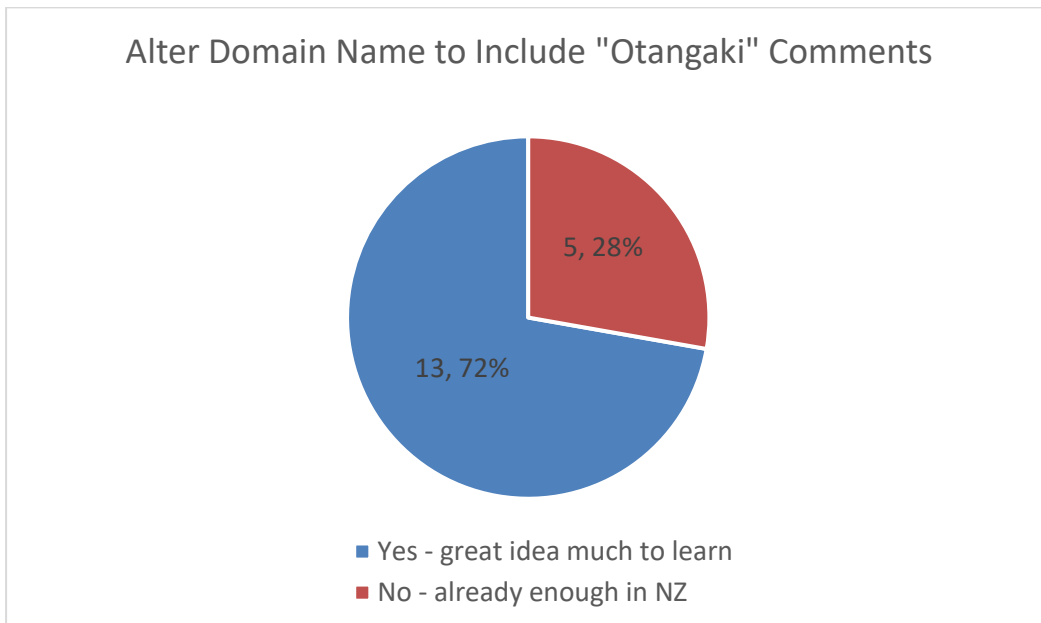


Figure 5: Name change - further comments

4.8 **Questions 7 & 8: We will consider including information about Te Āpiti and Waka Kotahi Te Ahu a Turanga plans in new signs at the Domain – Do you support this?** 77 submitters answered this question with 71% supporting the proposal and 7% against. 17% had no opinion or did not know.

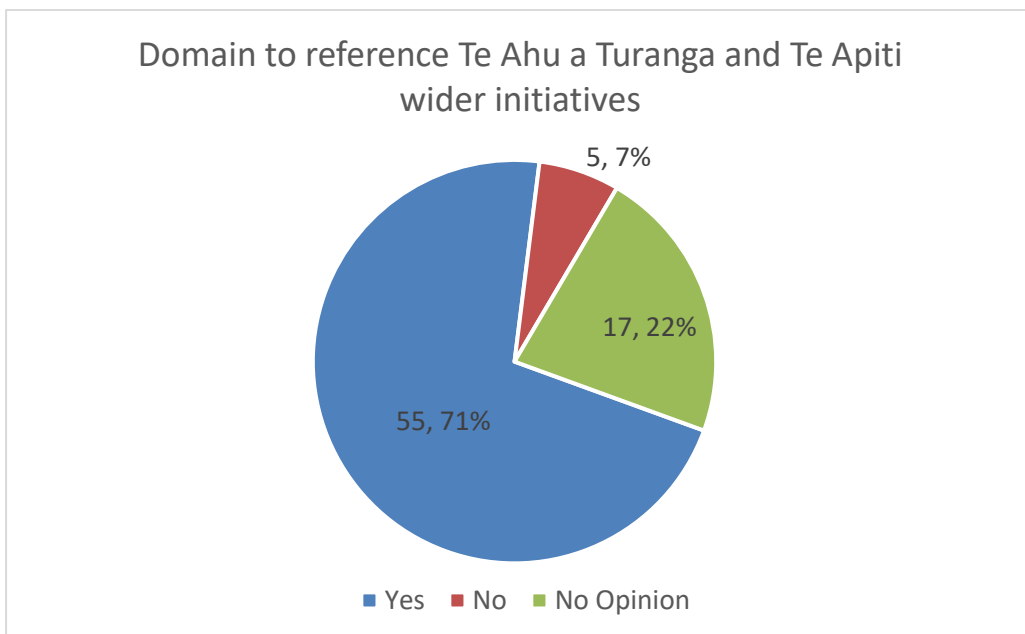


Figure 6: Reference to wider initiatives

When asked to provide further comments 9 submitters responded with 67% of comments stating the proposal is a good idea and those against stating the proposal is a wasted expense or felt they did not have enough detail to answer.

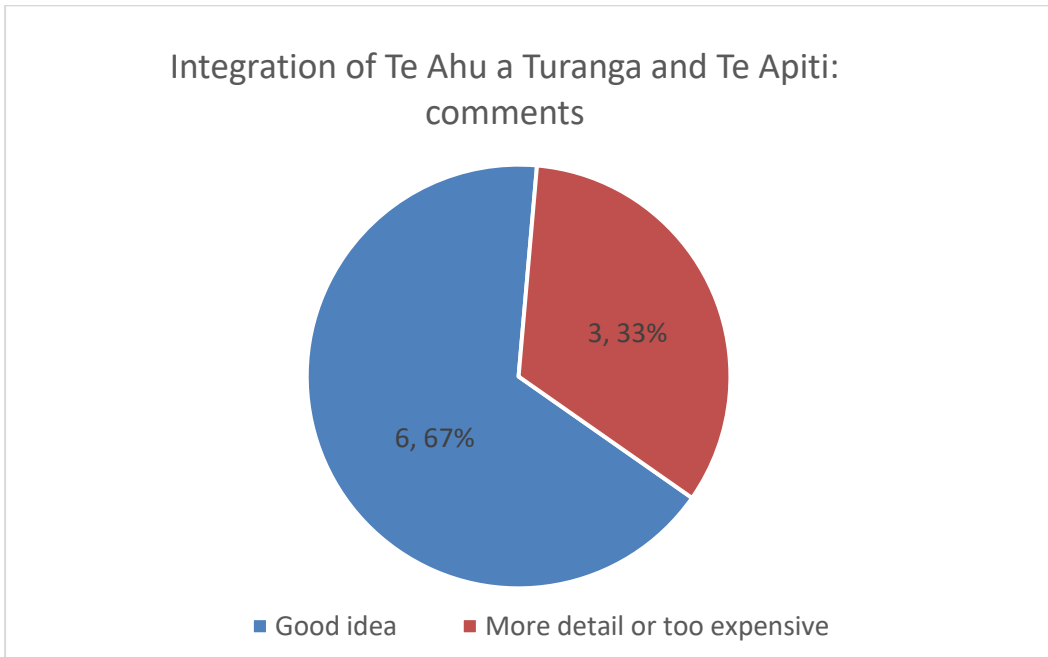


Figure 7: Wider reference initiatives - further comments

4.9 **Questions 8 & 9: Should Council further protect the native bush area – Do you support this?** 77 submitters chose to respond to this question with 95% of them in support.

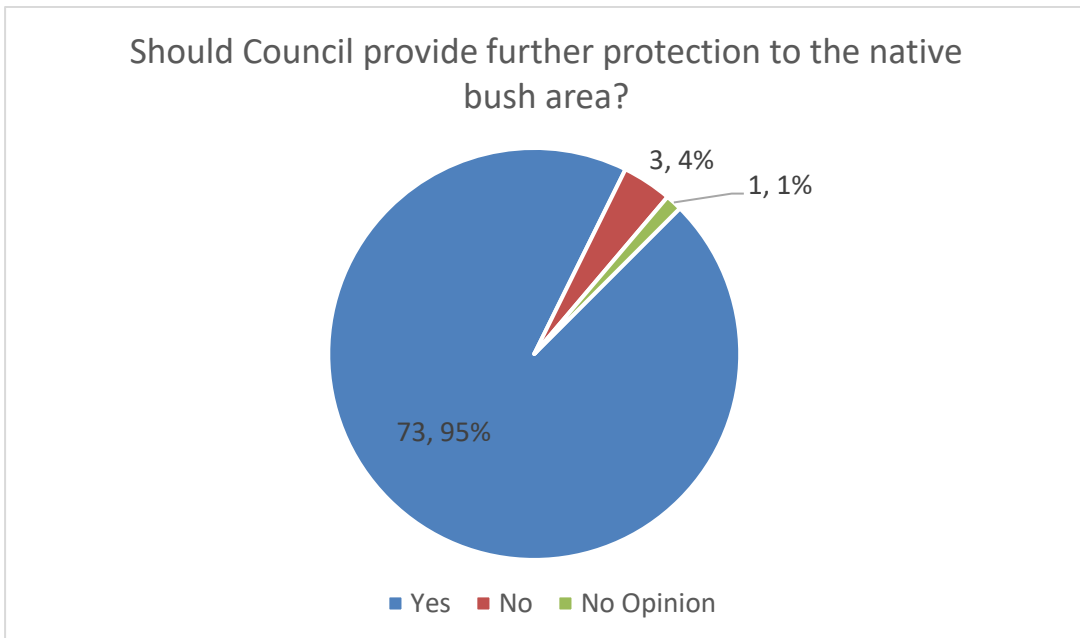


Figure 8: Should Council protect the native bush area more

21 submitters provided comments. 95% of the comments were supportive, while 5% of the comments were concerned with the dogs-on-leash aspect of the protective measures.

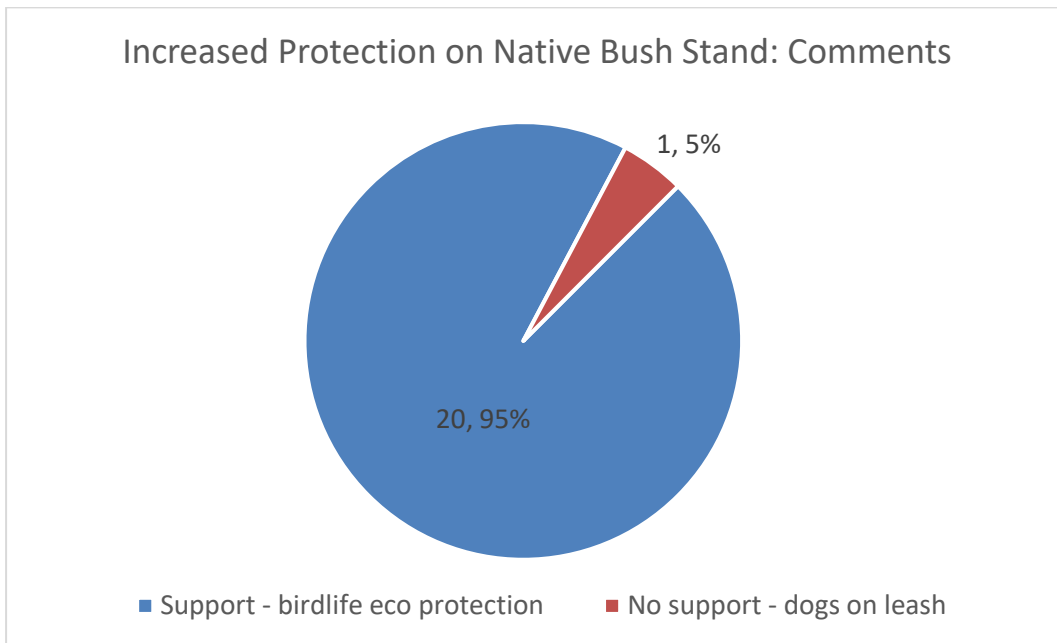


Figure 9: Should Council protect the native bush area more

4.10 **Questions 10 & 11: Developing areas of the lower terrace into a native forest and wetland – Do you support this?** 77 submitters answered this question, with 96 % in support of the proposal and 6% either against or of no opinion.

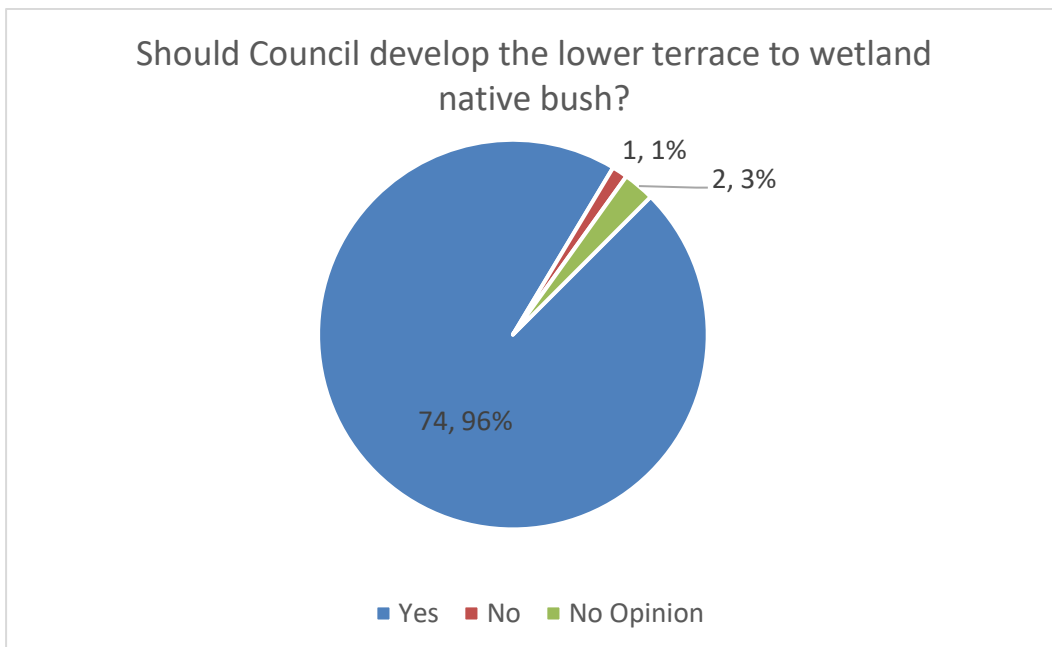


Figure 10: Lower Terrace Proposed Development

Submitters were also asked to add any further comments. 14 submitters chose to answer this, with 79% supportive. 7% unsupportive due to the area flooding and 14% supportive if dogs are required to be on leash.

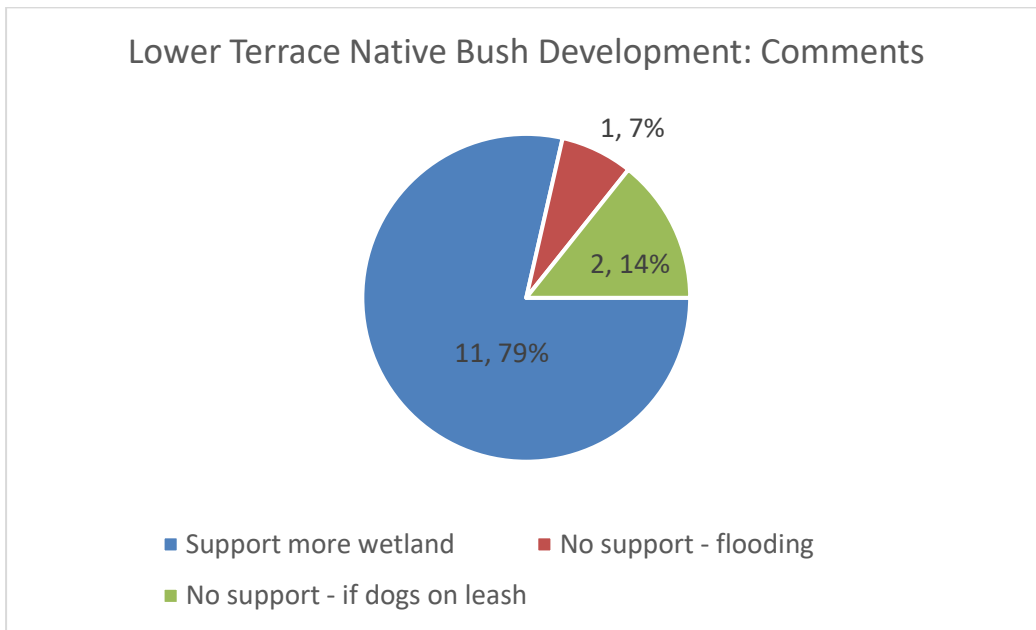


Figure 11: Lower Terrace Proposed Development

4.11 **Questions 12 & 13: Introducing a natural burial site on the lower terrace (northern boundary of the Domain) – Do you support this?** 75 people submitted on this question – with 72% in support, 13% unsupportive and 15% with no opinion or don't know.

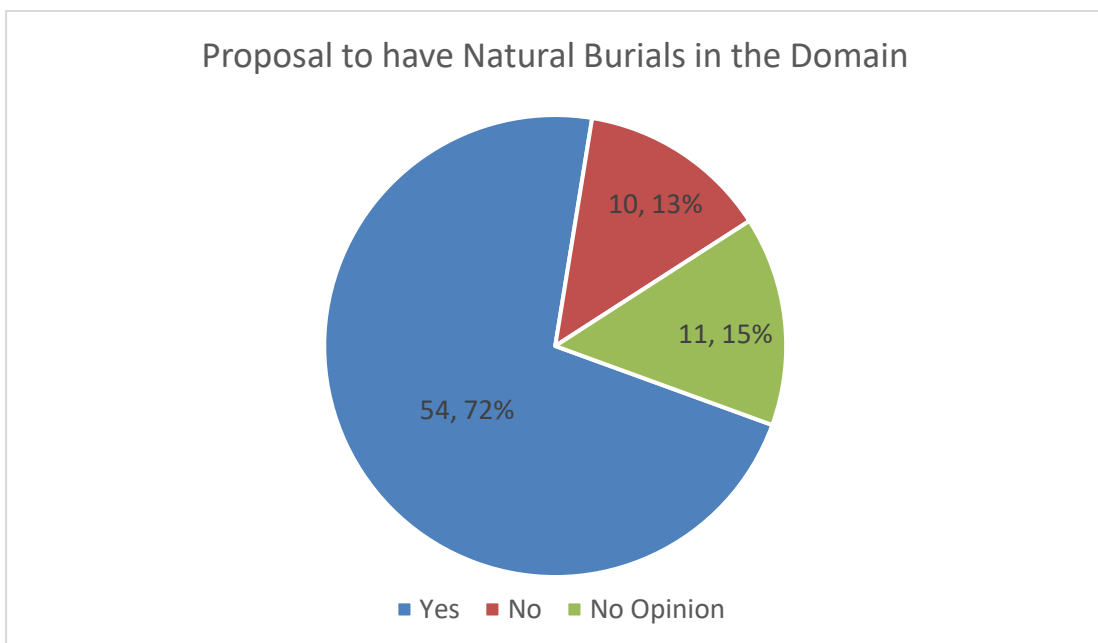


Figure 12: Natural Burials proposal

25 provided further comments. 92% were in favour and 8% were opposed (mainly due to flooding). Of the 92% that were supportive – around 60% stated that they believed there should be space for natural burials.

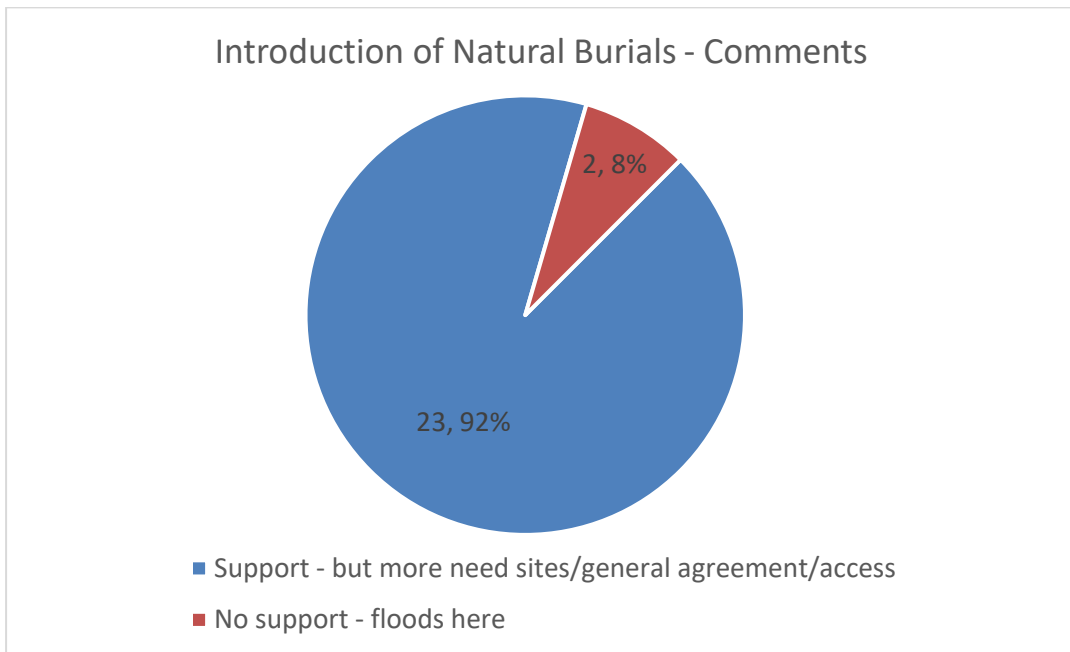


Figure 13: Natural Burials proposal - comments

4.12 **Questions 14 & 15: Developing parts of land on the upper terrace for community projects – Do you support this?** 75 submitters answered this question. 76% were supportive and 9% were unsupportive. 15% were of no opinion or did not know.

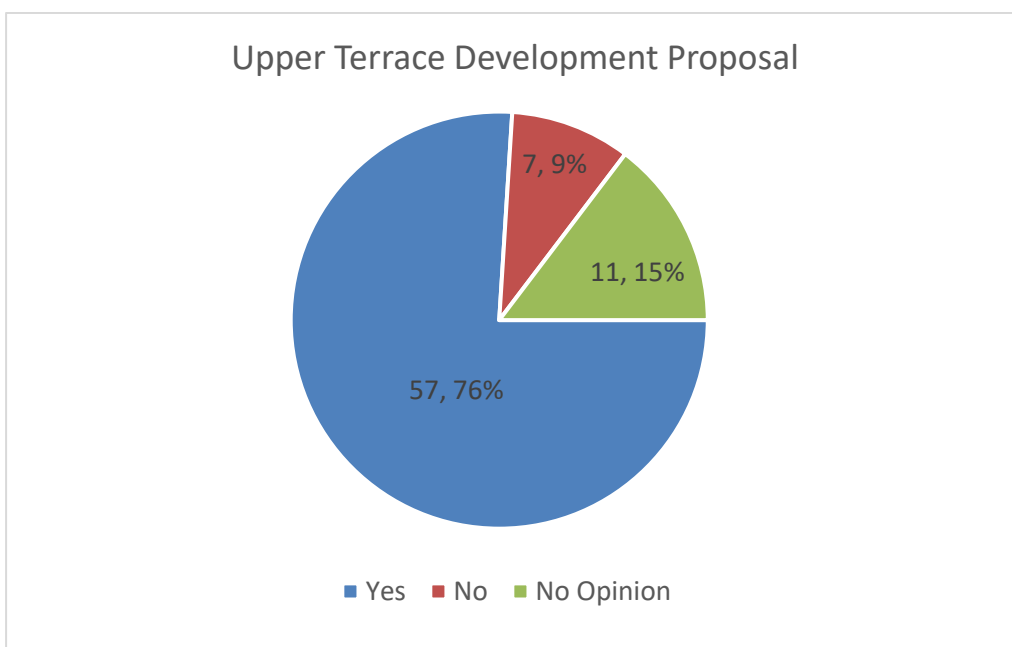


Figure 14: Upper Terrace Development

10 people provided comments. 100% of answers were supportive with a 'but', for example, 'but no clutter' and 'but make sure it complements the values of the Domain'.

4.13 **Questions 16 & 17: Allowing food trucks to apply for licences to trade in the Domain – Do you support this?** 75 submitters answered this question, with 79% in support and 12% of no opinion. One submitter was unsupportive.

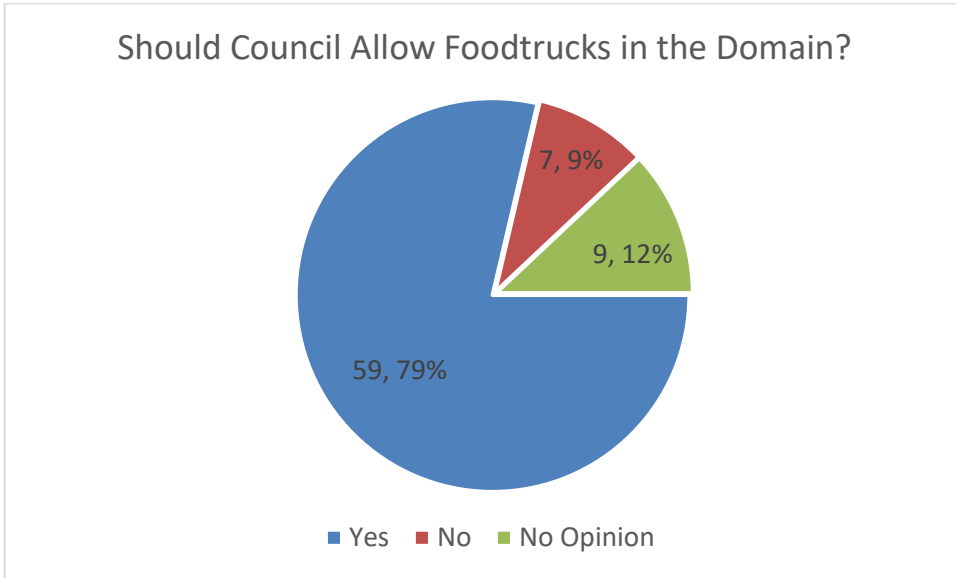


Figure 15: Food trucks proposal

In this question the comments were used to further refine the support. 8 of the above submitters were supportive, however, half of these had a condition such as watch the litter or allowing for additional maintenance.

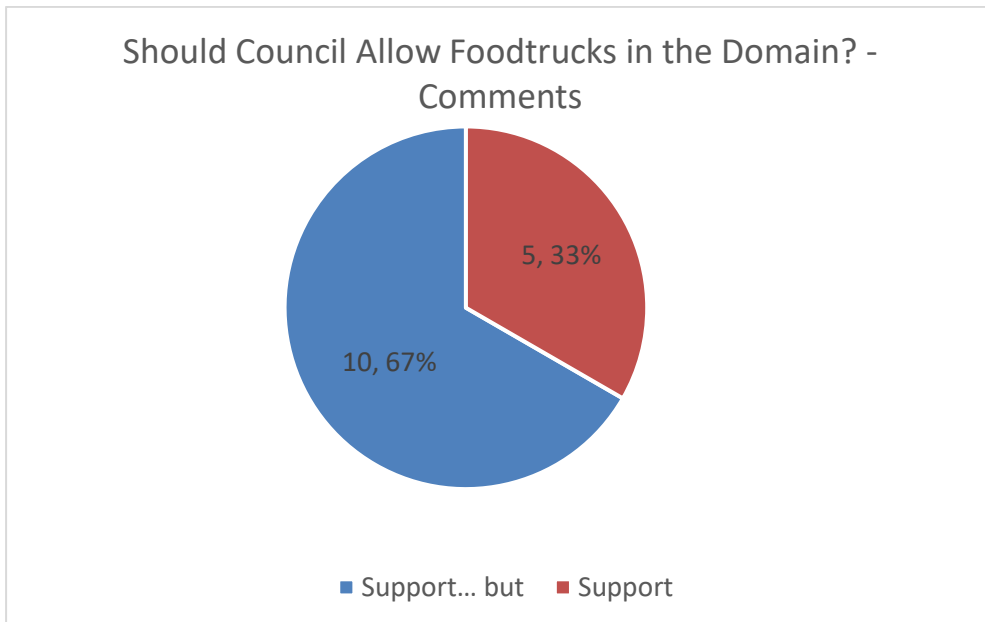


Figure 16: Food trucks proposal

4.14 **Questions 18 & 19: Should Council maintain the 'Off the Beaten Track' philosophy for Ashhurst Domain?** 57 submitters answered this question. 84% were supportive of the approach to the Domain and campground. 14% were of no opinion and 1 was against the proposal.

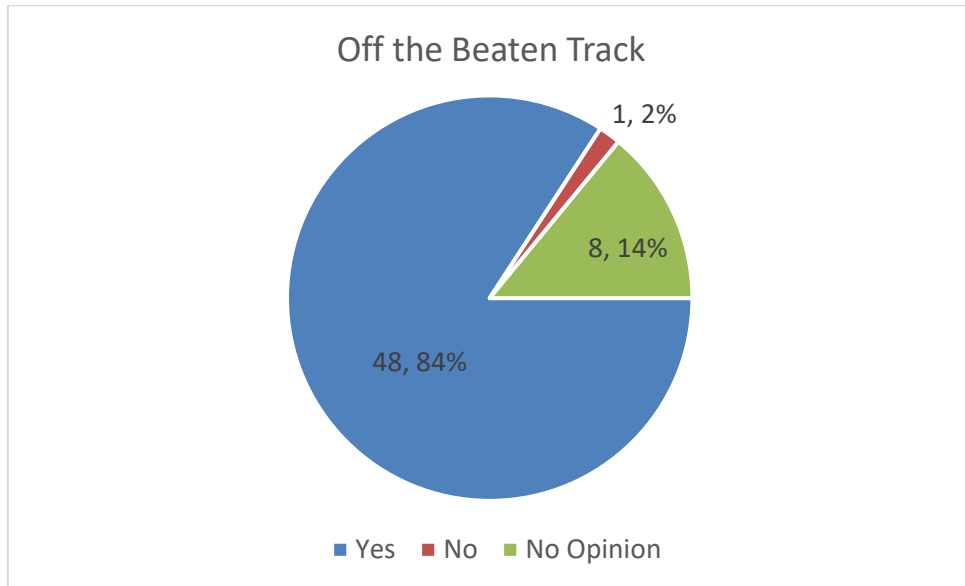


Figure 17: Off the Beaten Track

Submitters were also asked for any further comments on the proposal. 54% supported the hidden nature of the campground and low fees. 23% were in support and loved the fact that dogs are allowed. 23% were supportive but wanted the Domain to be kept 'natural'.

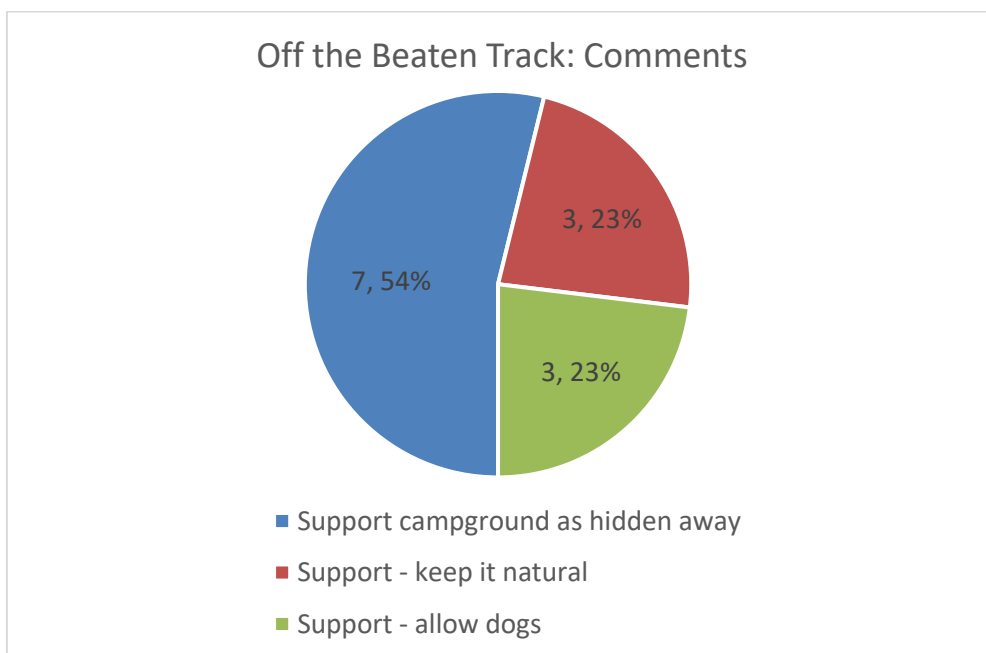


Figure 18: Off the Beaten Track

4.15 **Question 19: General and social comments:** Many answered this question and social media comments have been included. Table 1 below describes the general themes.

General supportive comments

Concerns about commercialization

Request for facility provision - better playgrounds, youth bike areas, fire pits, paddling pool

Concerns about camp fees

Suggestions for infrastructure improvements

Support for Rangitāne management

Concerns about mountain biking access

Desire for more freedom in space

Praise for the planning efforts

Concerns about rubbish, dumping, and pest control

Support for burial site

Concerns about access for children

Criticism of maintenance efforts

Thought the consultation was not well publicised

Love the Domain – should be more accessible in winter

Lots of paths

Bike track to carpark and new bridge

Dig wetlands out for kayaking

Keep the expansive, rural feel, keep it natural and as it is, the importance of native forest

Military history is missing

Highly valued asset/ great community resource

Utilise the inground services at café for football ground and pony club

Family and friends place

Explore more than one site for natural burials

Plan looks good. Off-the-beaten track is best idea

Manawatu estuary management team supports the proposal

Council should stick to the pipes and roads

Increase the camping fee

Dog-friendly dogs are good - keep it up, no on leash

*Table 1: Comments*

4.16 **Additional submissions:** Council received 6 submissions written up individually and not in the submission form format. They were from:

- The New Zealand Motor Caravan Association (NZMCA)
- Neil and Martine Fremaux
- Jean Hera on behalf of Natural Burials
- The Te Apiti UNESCO Geopark Steering Group
- Horizons Regional Council
- Ashhurst Pohangina Pony Club

**Natural Burials**

The submission comes from Jean's own knowledge and history with natural burials, and a 'walk and talk' held in the Domain on 23 February 2025. This event was attended by around 30 people. They agree with Policy Section 8 and would like an additional area next to the existing cemetery to be added to the plan as shown in Figure 19.



*Figure 19: Proposed additional natural burial area*

**NZMCA**

The association's submission is in general support – and would like to reiterate the importance of the camping feature at the Domain. In addition, the NZMCA points out the proposed Policy Action 6: camping; and the proposed Policy Action 12: community leasing. The association would like to either take on the proposed role as campground management or lease a block of land in the parcel on the Upper Terrace that is being proposed for community leasing.

**Neil and Martine**

Neil and Martine would like to emphasise the horse-friendly nature of Council shared path and Ashhurst Domain. They suggest having a few actions to ensure that occurs.

**Horizons Regional Council**

HRC is in general support but has issue with some of the wording used.

**UNESCO Geopark**

The Geopark submission requests that the Ashhurst Domain RMP have the 2 Geopark locations included in the RMP.

**Ashhurst/Pohangina Pony Club Submission**

The Pony Club would like to expand into the area proposed for Community Leasing. Pony Club would also like to renovate and use the old jockey stables and the café toilet area.

**5. NEXT STEPS**

- 5.1 Review the verbal submissions at the hearings for new, changed or expanded points.
- 5.2 Include workshop results, Open Day results and other consultation information into a final report and review the draft Ashhurst Domain RMP.
- 5.3 Confirm Iwi views on the final document.
- 5.4 Report to Council on a final Ashhurst Domain Reserve Management Plan.

**6. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do, they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to this plan: 6. Mahere rēhia 6. Recreation and Play Plan The objective is: To develop Reserve Management Plans for Council reserves.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	Council's statutory obligations under the Reserves Act 1977 will be met.

**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 27 November 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:** Councillor Brent Barrett.

**Apologies:** The Mayor (Grant Smith) (late arrival, on Council business), Councillor Debi Marshall-Lobb (early departure, on Council business),

The Mayor (Grant Smith) entered the meeting at 9.15am during consideration of clause 45. He left the meeting at 11.45am during consideration of clause 51. He was not present for clauses 43, 44, 51 and 52.

Councillor Debi Marshall Lobb was not present when the meeting resumed at 10.48am. She entered the meeting again at 11.22am during consideration of clause 49. She was not present for clause 48.

#### **Karakia Timatanga**

Councillor Rachel Bowen opened the meeting with karakia.

#### **43-24 Apologies**

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 43-24 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.

#### **44-24 Public Comment**

Jean Hera made public comment in support of the proposed natural burial site outlined in the Draft Otangaki-Ashhurst Domain Reserve

Management Plan – adoption for public consultation (Item 12).

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

1. That the Culture & Sport Committee receive the public comment.

Clause 44-24 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.

**45-24**

**Presentation - New Zealand Senior Women's Canoe Polo Team**

Presentation, by Kate Blincoe, Alyssa Shepherd, Klara Richter, Georgia Wheeler, Janelle Eade (Team Manager).

The team presented a PowerPoint outlining their experience at the 2024 Canoe Polo World Championships in China (which they won), as attached to these Minutes.

The Mayor (Grant Smith) entered the meeting at 9.15am.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

Clause 45-24 above was carried 13 votes to 0, the voting being as follows:

**For:**

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

**46-24**

**Presentation - Stuff Events for Central Districts Field Days**

Presentation, by Henry McLernon, Sponsorship & Events Director.

Henry McLernon presented a PowerPoint requesting partnership funding for Central Districts Field Days, as attached to these Minutes.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

Clause 46-24 above was carried 13 votes to 0, the voting being as follows:

**For:**

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

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

#### 47-24

#### **Funding Request from Stuff Events for Central District Field Days**

Memorandum, presented by Luke McIndoe, Head of Events.

The Committee acknowledged the request from Stuff Events for funding of \$60k, noting that \$30k has already been allocated via the Major Events Fund. Elected Members requested the additional \$30k requested be considered during the Annual Budget process.

Moved Rachel Bowen, seconded Debi Marshall-Lobb.

#### The **COMMITTEE RECOMMENDS**

1. That Council decline request and maintain existing contestable funding from Major Event Fund.

Clause 47-24 above was carried 12 votes to 1, the voting being as follows:

#### **For:**

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

#### **Against:**

Councillor Leonie Hapeta.

Moved Brent Barrett, seconded Grant Smith.

2. That Council refer a new programme of up to \$30k per year to support Central District Field Days Innovation Zone proposal to the Annual Budget 2024/25 process.

#### **Amended by Council on 11 December 2024**

#### **Clause 216-24**

Clause 47-24 above was carried 11 votes to 2, the voting being as follows:

#### **For:**

The Mayor (Grant Smith) and Councillors Rachel Bowen, Mark Arnott, Vaughan Dennison, Lew Findlay, Roly Fitzgerald, Patrick Handcock, Leonie Hapeta, Debi Marshall-Lobb, William Wood and Brent Barrett.

#### **Against:**

Councillors Billy Meehan and Kaydee Zabelin.

The meeting adjourned at 10.27am.

The meeting resumed at 10.48am.

Councillor Debi Marshall-Lobb was not present when the meeting resumed.

**48-24 Confirmation of Minutes**

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

Clause 48-24 above was carried 10 votes to 0, with 2 abstentions, 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:**

The Mayor (Grant Smith) and Councillor Brent Barrett.

**49-24 Sport Manawatū Charitable Trust - Annual Report to Palmerston North City Council for 1 July 2023 to 30 June 2024**

Memorandum, presented by Kelly Shanks, Chief Executive Officer, Carl Johnstone, General Manager Partnerships – Environments and Kylie Turuwhenua-Tapsell, General Manager Partnerships – Active Communities, Sport Manawatū.

The Sport Manawatū team presented their Annual Report, including a PowerPoint presentation, which is attached to these Minutes.

Councillor Debi Marshall-Lobb entered the meeting again at 11.22am.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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).

Clause 49-24 above was carried 13 votes to 0, the voting being as follows:

**For:**

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

**50-24 Heritage Reference Group - Terms of Reference**

Memorandum, presented by Keegan Aplin-Thane, Senior Planner and Greg Vossler, Heritage Planning Consultant.

Moved Rachel Bowen, seconded Grant Smith.

The **COMMITTEE RECOMMENDS**

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).

Clause 50-24 above was carried 13 votes to 0, the voting being as follows:

**For:**

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

**51-24 Draft Otangaki-Ashhurst Domain Reserve Management Plan - adoption for public consultation**

Memorandum, presented by Aaron Phillips, Activities Manager – Parks and Kathy Dever-Tod, Manager Parks and Reserves.

Officers noted an error in Figure 11 on page 123 of the Agenda - the natural burial area was not identified. This will be rectified in the consultation document prior to consultation commencing.

The Mayor (Grant Smith) left the meeting at 11.45am.

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

Clause 51-24 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.

**52-24 Committee Work Schedule**

Moved Rachel Bowen, seconded Billy Meehan.

The **COMMITTEE RESOLVED**

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

November 2024.

Clause 52-24 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.

**Karakia Whakamutunga**

Councillor Rachel Bowen closed the meeting with karakia.

The meeting finished at 12.01pm.

Confirmed 26 March 2025

**Chair**

## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** He rā ki tua Horizons Region Spaces and Places Plan for Sport and Recreation - implementation and facility planning update

**PRESENTED BY:** Ann-Marie Mori, Policy Analyst and Carl Johnstone, General Manager Partnerships - Environment, Sport Manawatū

**APPROVED BY:** David Murphy, General Manager Strategic Planning

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### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the memorandum titled 'He rā ki tua Horizons Region Spaces and Places Plan for Sport and Recreation - implementation and facility planning update' presented to the Culture & Sport Committee on 26 March 2025.
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#### 1. ISSUE

- 1.1 Last June, the Council endorsed the 'He rā ki tua - Horizons Region Spaces and Places Plan for Sport and Recreation 2023-2043' (the He rā ki tua Plan – Attachment 1) to inform and guide the Council's decisions on play, active recreation and sports facilities ([link](#) to endorsement report).
- 1.2 The purpose of this memo is to update the Committee on the progress made by the other councils in the region to endorse the He rā ki tua Plan. It also updates the status of several proponent-led sports facility planning proposals and links these with the Council's sports facility planning work.

#### 2. BACKGROUND

- 2.1 The He rā ki tua Plan provides strategic direction for active recreation and sport partners and organisations responsible for providing or facilitating physical activity, in spaces and places. These spaces and places include parks, sportsfields, sport and recreation facilities, and swimming pools.

- 2.2 He rā ki tua's vision statement is:

*Spaces and places in the Horizons region enable and inspire people to participate in play, active recreation, and sport, their way.*

- 2.3 The Plan outlines planning principles for planned and emerging projects. These principles enable Sport Manawatū and Council staff to assess any facility proposal's alignment with each principle, assisted by corresponding criteria. If the facility proposal has good alignment with the Plan's principles,

then staff recommend to the proponent group that the proposal should be independently assessed following this process:



Figure 1: Part of the Facility Planning Approach showing the steps in the independent assessment process (source: section 1.6 of He rā ki tua – Horizons Region Spaces and Places Plan for Sport and Recreation – Summary Document – March 2024)

2.4 The He rā ki tua Plan therefore supports detailed local planning for proposals made by sports clubs and organisations by informing the steps for further planning or investigation. While not always the case, most facility proponents are likely to require support from the Council for their facility proposal. For example, proponents might seek funding contributions towards investigation or capital costs, or request support to the lease or occupancy of Council land.

2.5 Alongside the He rā ki tua planning assessment processes, when there has been consistent community feedback on the Council's service levels for key Council-provided facilities (such as indoor courts and swimming pool facilities centres) the Council has conducted its own independent research to understand the needs. These research reports were reported to the Council in 2023 (aquatics) and 2024 (indoor and outdoor covered courts).

**3. UPDATE ON HE RĀ KI TUA'S ENDORSEMENT BY OTHER COUNCILS IN THE REGION**

3.1 Palmerston North City Council was the first local authority in the region to endorse the He rā ki tua Plan in June 2024. All other councils have now 'signed up' to use the Plan for sport and recreation planning purposes:

- Tararua District Council - 28 August 2024
- Manawatū District Council - 21 November 2024
- Horowhenua District Council - 11 December 2024

3.2 Discussion with these councils, on the formation of a steering group and reporting mechanisms, are still to be confirmed.

**4. SPORTS FACILITY PROPOSALS UPDATE**

- 4.1 Several sports facility proposals are proceeding through the independent assessment phases of the planning approach outlined in the He rā ki tua Plan (or the previous Manawatū-Whanganui Regional Sports Facility Plan) and described above in section 2.3.
- 4.2 These proposals are summarised in Table 1, with more information provided in Attachment 2.

Facility proposal – facility proponent	Update	FCO	Needs Assessment	Feasibility	Business Case
Artificial football turf (as part of a Home for Football in the Manawatū) - Central Football	In January 2025, a collaboration agreement was signed between Massey University, Central Football and the Council to provide a new FIFA-compliant artificial football turf to support Central Football's 'Home of Football'. The proposal is now moving into fundraising, design and detailed costing stages.	●	●	●	●
Covered bowling green - Bowls Steering Group (Northern and Terrace End Bowling Clubs and Takaro Sports Club/Bowls Manawatū)	A Business Case prepared by Community Asset Solutions Ltd. was reported to the Committee in March 2024. After the April 2023 report, Bowls NZ assembled a panel to identify the preferred location for a potential covered bowling green. This process concluded in June 2023 with a recommendation for the Bowls Palmerston North Club on Linton Street as the preferred location.  Bowls Palmerston North (Inc.) are working through possible funding opportunities alongside Bowls NZ.	●	●	●	●
Regional Gymsports facility - Manawatū Gymsports Inc. (MGI)	The Manawatū Gymsports Needs Assessment & Feasibility Study, prepared by Visitor Solutions, was completed in May 2024. The Club is considering the direction it wishes to take following the completion of the study.	●	●	●	
Outdoor covered	A facility concept outline to cover	●	●		

Facility proposal – facility proponent	Update	FCO	Needs Assessment	Feasibility	Business Case
courts – Netball Manawatū and Tennis Manawatū	six tennis/netball courts at Vautier Park was included as a submission to the Long-Term Plan 2021-31. The proposal was partially assessed as part of the Indoor and Outdoor Covered Courts Study presented to the Council in June 2024; recommendations made in the study require follow-up work. There are no budgets allocated for progressing this proposal.				
Canoe Polo - Manawatū Kiwi Canoe Polo Club	The Aquatic Facilities and Water-based Recreation Needs Assessment (2023) recommended that the development of an artificial canoe polo outdoor courts facility is explored as a significant investment opportunity (2027 and beyond) subject to a (supportive) feasibility study. A draft Needs Assessment and Pre-feasibility Study were completed in late February 2025 by RSL Consultants. Council and Sport NZ co-funded this research as part of follow-on work from the Aquatic Facilities and Water-based Recreation Needs Assessment (2023). The Working Group is currently reviewing the draft report and will provide a further update to the Committee in June.	●	○		
<b>Key:</b> ● Assessment completed      ○ Assessment pending finalisation					

Table 1: Update on the status of sport and recreation facility proposals (proponent-led) in the Palmerston North City area

**5. COUNCIL-LED SPORTS FACILITY PLANNING AND RESEARCH**

5.1 The Council has conducted two major research assessments on aquatic facilities and the provision of indoor sports courts. Additionally, the Masterplan for the Central Energy Trust Arena has been updated. The assessments follow the same methodology recommended in the He rā ki tua Plan (and the previous Manawatū-Whanganui Regional Sport Facility Plan) in terms of establishing the demand or need for facilities. However, the key difference is

that the Council is the traditional provider of these types of significant public assets, and any potential investment is unlikely to be feasible for a club or sporting organisation to cover.

5.2 The planning and research carried out by the Council has also informed the recommendations relating to a number of the proponent-led facility proposals or will lead into future feasibility assessment stages. Figure 2 shows the interrelationship between the proponent-led facility proposals and the Council's research into needs, and the demand for, aquatic facilities and indoor courts:

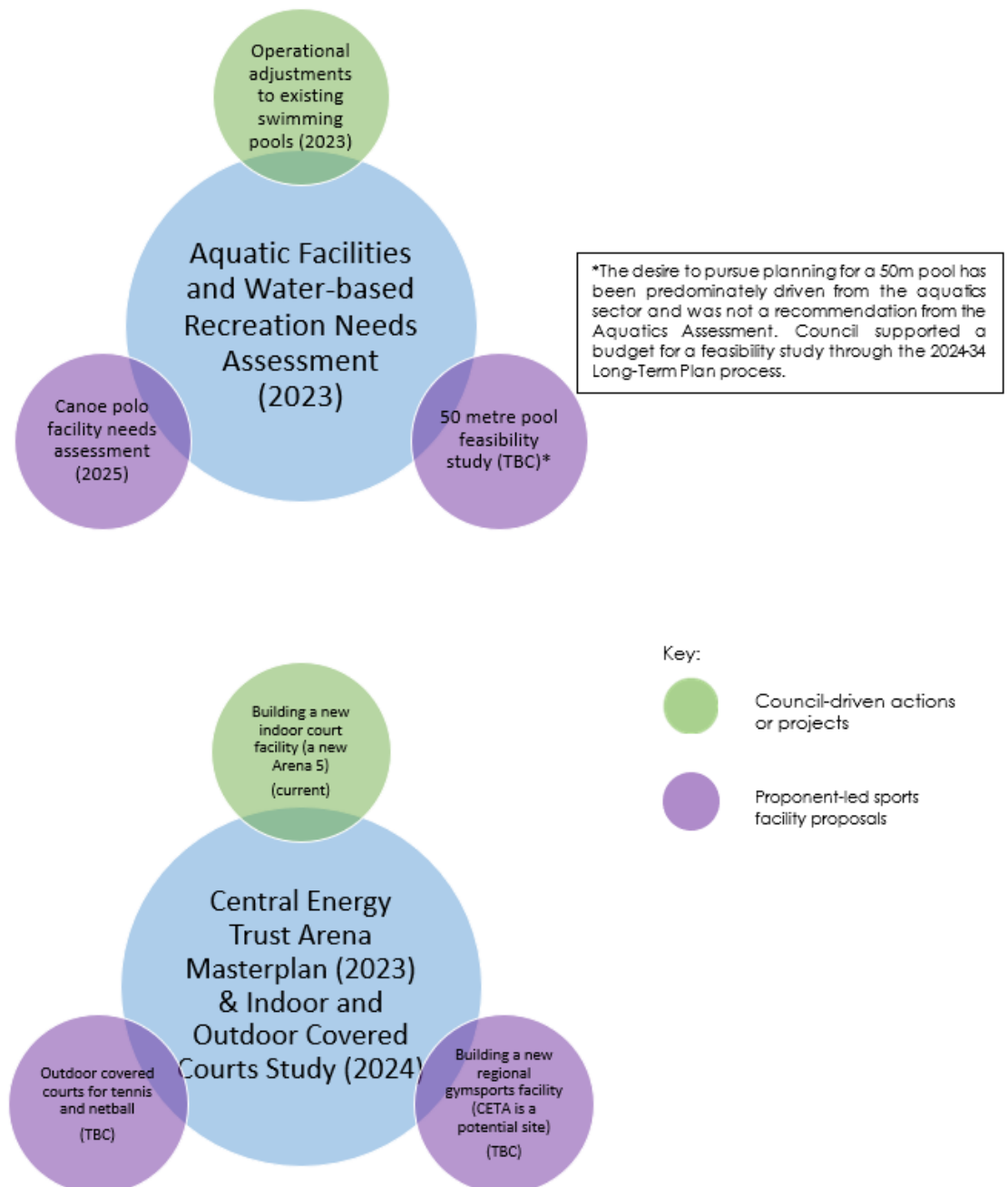


Figure 2: Interrelationship between Council research and planning, proponent-led sports facility proposals, and Council-driven actions or projects

### 5.3 Aquatic Facilities and Water-based Recreation Needs Assessment (2023)

This work was reported to the Committee in November 2023 ([link](#) to report). Recommendations (refer to section 10.1.1 in the Needs Assessment) included making operational changes to our existing pools (i.e. looking at the policy settings for scheduling use of lanes and optimising morning pool space) to support maximising existing pool water space and improving facility sustainability. These changes have been carried out under delegation by the Group Manager – Parks & Reserves.

The Assessment report highlighted several low-investment partnership opportunities aimed to strengthen the City's pool network. High investment opportunities identified in the Assessment aimed to address the imbalance in the City's water-based facilities by increasing leisure and hydrotherapy spaces alongside the existing focus on lane sport and learn-to-swim pools.

Through the 2024-34 LTP process, a programme to facilitate community access to school pools (programme #2523) was not supported. Programme #2524 for a feasibility study on a 50m pool is scheduled for the 2026FY. Council has proposed deferring this programme due to proposed reductions to professional services budgets as part of the Draft 25/26 Annual Budget. It is anticipated this will attract submissions as part of the Annual Budget process.

### 5.4 Central Energy Trust Arena Masterplan (2023)

In November 2023, the Council adopted the Central Energy Trust Arena Masterplan 2023 ([link](#) to report) to inform future decision-making for the ongoing development of the site. The provision to build multipurpose indoor courts was made through the 2024-2034 Long Term Plan. The Steering Group (governance) was reconvened, met on 13 March 2025 and will report back to the Committee under the Terms of Reference.

### 5.5 Indoor and Outdoor Covered Courts Study (2024)

An Indoor and Outdoor Covered Courts Study was presented to the Committee in June 2024 ([link](#) to report). The study supported building a new multipurpose indoor facility (referred to as a new Arena 5) to meet local and regional needs. A \$17m budget for this facility was confirmed in the 2024-34 Long-Term Plan. Currently, the procurement stage for the design and build delivery models is being considered to ensure the best approach for value and feasibility.

## 6. IMPLEMENTING THE HE RĀ KI TUA PLAN

6.1 The Plan outlines the roles and responsibilities for supporting the decision-making process and sharing information across the region.

6.2 The regional sports trusts (Sport Manawatū and Sport Whanganui) propose that two steering groups are established. One group will represent the northern part of the region (Ruapehu, Rangitikei and Whanganui District Councils) and the other the southern part (Manawatū, Palmerston North City, Horowhenua, and Taranaki District Councils).

6.3 The Steering groups will operate under a memorandum of understanding outlining the agreed responsibilities and way of working together. These steering groups may be an adjunct to the already established regional Mayoral and Chief Executives forum.

## 7. NEXT STEPS

- Setting up an operational-level steering group to foster relationships with Officers across the region.
- Identifying sport and recreation proposals across the region that will be influenced by the He rā ki tua Plan.

## 8. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these objectives?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
<p>The recommendations contribute to:</p> <p>Whāinga 2: He tāone whakaihiihi, tapatapahi ana</p> <p>Goal 2: A creative and exciting city</p>	
<p>The recommendations contribute to the achievement of objective/objectives in:</p> <p>6. Mahere rēhia</p> <p>6. Recreation and Play Plan</p> <p>The objectives are: Provide city, suburb, and local parks and reserves, sports fields and facilities, walkways and shared paths</p> <p><u>Relevant actions:</u></p> <p>Use the Regional Sports Facilities Plan to guide decision-making on investment into sport and recreation facilities</p> <p>Implement the Arena Masterplan (from year 1), including the development of a new Arena 5 (multi-use indoor court facility) (years 1 to 3)</p> <p>Implement the recommendations of the Aquatic and Water-based Recreation Needs Assessment, including carrying out a feasibility study for a 50-metre swimming pool (year 2)</p> <p>Support the development of an artificial turf in partnership with Massey University (year 2)</p>	

Support and fund the development of a covered bowling green (years 3 and 4)	
Support a regional gymnastics facility	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	He rā ki tua – Horizons Region Spaces and Places Plan for Sport and Recreation 2023-2043 sets the focus areas for the spaces and places (including facilities) that enable play, active recreation and sport. These spaces and places enable participation in a wide range of play, active recreation and sport activities that contribute to Oranga Papaioea with strong links to all the well-beings.

**ATTACHMENTS**

1. He rā ki tua - Horizons Region Spaces and Places Plan for Sport and Recreation - summary document (attached separately) 
2. Update of facility proposals in Palmerston North City area (attached separately) 

## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Sport Manawatū Charitable Trust: Six-Month Progress Update 1 July to 31 December 2024

**PRESENTED BY:** Ann-Marie Mori, Policy Analyst

**APPROVED BY:** David Murphy, General Manager Strategic Planning

### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the Sport Manawatū Charitable Trust: Six-Month Progress Report to Palmerston North City Council for July to December 2024 (Attachment 1), presented to the Culture & Sport Committee on 26 March 2025.

#### 1. ISSUE

- 1.1 The 2022-25 Funding Agreement with Sport Manawatū requires progress reporting to the Council on agreed outcomes at six-monthly and annual intervals.
- 1.2 Attachment 1 is Sport Manawatū's six-month progress report to the Council for the period 1 July to 31 December 2024 (representing year three of the current agreement).
- 1.3 Representatives of Sport Manawatū are in attendance to present its report.

#### 2. BACKGROUND

- 2.1 The current funding agreement and strategic partnership plan with Sport Manawatū was entered into in July 2022 for three years.
- 2.2 The value of the funding in the agreement for the 2024/2025 financial year is \$673,565 (excluding GST). This is made up of:

Operational grant	\$337,667
Sports Event Partnership Fund	\$294,741
Community Sport Recreation Fund	\$29,415
Active Communities Fund	\$11,742

- 2.3 A separate operational grant for Bike Ready (a cycle skills education programme) investment of \$80,000 is subject to Sport Manawatū meeting specified performance measures. While the agreement noted that this funding commitment was due to finish at the end of the 2023/2024 FY, the continuation of this funding for the 2024/2025 FY was confirmed by the Council in November 2024 by resolution [197.1-24](#)).
- 2.4 The agreed 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.
- 2.5 Sport Manawatū manages the Active Communities Fund, the Sports Event Partnership Fund, and the Community Sport Recreation Fund on behalf of the Council, according to the Support and Funding Policy.
- 2.6 The Community Sport Recreation Fund was established through the Long-Term Plan to meet the support priority in the Support and Funding Policy to:
- support sports events that enhance community connectedness and health, with an additional focus on supporting new events and those that have the potential to grow. Community-focussed events must be available to large parts of the community and encourage people to get more active, more often.*
- 2.7 The Ethkick football tournament (noted in Sport Manawatū's report as having no economic benefit) is an example of funding allocated through the Community Sport Recreation Fund.
- 2.8 Some community sports events that prioritise community participation have received support, including Netball Central events and the Leisure Marching Nationals.

### **3. CHALLENGES WITHIN THE REPORTING PERIOD**

#### **Bike Ready Delivery**

- 3.1 Over the past six months, the Council has faced funding challenges related to the continuity of its Bike Ready investment in Sport Manawatū. These challenges arose from a re-evaluation of transport budgets following a decrease in the expected funding from NZTA Waka Kotahi. As mentioned in section 2.3, funding for this financial year was only confirmed in November 2024. Staff have observed that such funding uncertainties create resourcing issues for Sport Manawatū, which may impact the delivery of the expected number of students receiving cycle skills education. The Draft Annual Budget/Plan for 2025/2026 includes provision for the Bike Ready programme.

Further funding uncertainties may make the delivery numbers unachievable and may cause the programme to become unsustainable.

**Sports Event Funding**

3.2 The six-month progress update indicates that the Sports Event Partnership Fund was nearly fully spent at the six-month mark. However, unspent funds from the previous year have helped alleviate some of the funding constraints in this financial year. The panel is currently completing assessments on a number of events, and if these applications are successful, the fund will be fully allocated before the end of the year.

**4. COMMENTARY ON SIX-MONTH PROGRESS REPORT**

4.1 Sport Manawatū has transitioned from submitting a detailed six-month report to a simplified version. This change allows the organisation to present a more comprehensive overview of their annual achievements.

4.2 The six-month report also helpfully captures insights and trends (see Attachment 1 - pages 8 to 10), including new research from Sport New Zealand and profiling new ministerial appointments for the sport and recreation, and health portfolios.

4.3 The six-month report includes an analysis of Sport New Zealand's 'disruptor' scan to provide the Council with a 'heads up' on the implications of emergent social, political, economic, environmental, technological and sector trends. Scanning future disruptors for the sport and recreation sector provides a tool for discussion or helps adjust our organisational approaches.

4.4 Some examples of trends are:

Trend identified by Sport New Zealand	Relevance identified by Sport Manawatū
<p><b>Status of public funding (political)</b></p> <p>Public funding remains highly constrained, with the government focussed on reducing debt while providing tax cuts and improving productivity.</p>	<p>PN City Council (PNCC) relies on government funding for infrastructure, community services, and public initiatives. A constrained funding environment means Sport Manawatū and PNCC may need to consider collaborative advocacy and highlight the social and economic return on investment for funding in our sector.</p>
<p><b>Disposable income (economic)</b></p> <p>Stats NZ report that in 2023, 36.1% of households perceived their income as either 'not enough' or 'only just</p>	<p>Rising financial stress among households may affect participation in paid recreational and cultural activities. PNCC could consider subsidised or free community</p>

<p>enough', an increase of 3.7% from 2022. Recent tax changes are not expected to offset higher costs of living for most lower and middle-income workers.</p>	<p>programmes to ensure accessibility to public services.</p>
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**5. ACTIVITIES DEMONSTRATING GOOD CONTRIBUTION TO THE OUTCOMES**

5.1 The following activities are highlighted by staff as demonstrating good contribution to the outcomes sought by the Council:

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

- 'That's Not On' and voice of tamariki initiatives: The 'That's Not On' initiative was expanded to ten Regional Sports Organisations to curb negative sideline behaviour. Insights from 1,400 tamariki on preferred sideline support were gathered and shared with sector leaders.
- Active Communities Fund (PNCC): \$6,957 was distributed to 17 residents for various activities such as swimming and gym sessions.
- Tū Manawa Active Aotearoa Fund (Sport NZ): \$43,403 was administered to benefit 1,607 young people to participate in a variety of programmes.
- Sport sector leadership and facility support: Sport Manawatū hosted sector-wide webinars focusing on governance, integrity, and membership growth. Key actions included:
  - Supporting Manawatū Golf with its strategic planning;
  - Promoting the Sport NZ Integrity Code and Anti-Doping Rules;
  - Assisting Bowls Manawatū with governance support; and
  - Strengthening partnerships with Volunteer Central to improve board succession planning and event support.
- Community play initiatives:
  - Play Week Aotearoa (October 2024): The Keepy Uppy record attempt attracted 2,107 participants, 60% from Palmerston North.
  - PNCC Local Play Network: Meetings facilitated policy consultations and event planning, including pop-up initiatives.
  - Palmy Play Festival (November 2024): Engaged 2,000 attendees with culturally diverse play experiences and identified future play champions.

**Outcome 2: Sports Events create both social opportunities and economic benefits**

- Economic impact: 16 events supported by the Sports Event Partnership Fund generated an estimated \$12,641,677 from a \$296,210 investment; nine events are multi-year agreements ensuring ongoing benefits for the region.
- National Hockey Championships: There was record participation at this event held from 15-21 September at Fitzherbert Park and Massey University hockey turfs with 48 teams and 62 volunteers. The event showcased the strength of collaboration within the Manawatū's sports community. Sport Manawatū were instrumental in facilitating the collaboration between the codes and providing the extra resourcing needed to make the event a success.

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

- Bike Ready delivery in primary schools: Delivered training to 514 (260 students at grade 1 and 254 students in grade 2) students across five schools. At this rate of delivery, it is unlikely that the target number of students trained at the grade 2 level will be met. However, the total number of students trained, and the quality of experience, have been more of a priority for delivery over this period.
- New cyclists: 20 students who previously couldn't ride a bike can now ride confidently. Twenty-two students from Parkland and Winchester schools participated in 'Getting to Intermediate by Bike' workshops.

**6. NEXT STEPS**

- 6.1 Staff will continue to monitor progress for the last six months of the current period through regular check-ins with Sport Manawatū staff.
- 6.2 Discussions have begun on a new funding agreement and partnership plan between Sport Manawatū and Palmerston North City Council for 2025-2028. Sport New Zealand is also seeking greater involvement in this process to ensure the Council and Sport Manawatū (a regional sports trust), are working more collaboratively with Sport New Zealand.
- 6.3 A workshop with Elected members will follow the presentation of this report. The aim of the workshop is to seek further Elected Member input into the outcomes and activities of the new agreement. The foundation for this agreement will be the Council's strategic direction for 2024-2034.
- 6.4 Later in the year, Sport Manawatū will submit its Annual Report for the 2024/2025 financial year to the Council. This will be its last report under the current agreement.

## 7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>Yes</b>
Is there funding in the current Annual Plan for these objectives?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
<p>The recommendations contribute to:</p> <p>Whāinga 1: He tāone auaha, he tāone tiputipu Goal 1: An innovative and growing city</p> <p>Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city</p> <p>Whāinga 3: He hapori tūhonohono, he hapori haumaruru Goal 3: A connected and safe community</p> <p>Whāinga 4: He tāone toitū, he tāone manawaroa Goal 4: A sustainable and resilient city</p>	
<p>The recommendations contribute to this plan:</p> <p>6. Mahere rēhia 6. Recreation and Play Plan</p> <p>The objective is: Support and fund for-purpose organisations and community partners</p> <p><u>Relevant actions:</u></p> <ul style="list-style-type: none"> <li>– Support the community-activation and needs assessment activities of the regional sports trust (Sport Manawatū)</li> <li>– Support people to take part in sport and recreation through: <ul style="list-style-type: none"> <li>• Active Communities Fund (Sport Manawatū)</li> <li>• Community Sport and Recreation Fund (Sport Manawatū)</li> </ul> </li> </ul> <p>AND</p> <p>2. Mahere whakawhanake ohaoha 2. Economic Development Plan</p> <p>The objective is: Attract and support major events and activities</p>	

<p><u>Relevant actions:</u></p> <ul style="list-style-type: none"> <li>– Attract major events to the city, including national secondary school sports tournaments at Central Energy Trust Arena and other Council facilities</li> <li>– Support major events in the city through the Major Events Fund, Arts Event Fund, Sports Events Partnership Fund (Sport Manawatū), Sponsorship Fund</li> </ul>	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>Sport Manawatū is a strategic partner of the Council that is essential for its contribution to all goals but particularly those outcomes related to Goal 2. To successfully implement the objectives and actions outlined in the Recreation and Play Plan, a collaborative approach with Sport Manawatū is necessary. As an organisation, they are well-positioned within the community to offer relevant activities and services on behalf of the Council that enhance social well-being.</p>

**ATTACHMENTS**

1. Palmerston North City Council Six-Month Report (July 2024 - December 2024) - Sport Manawatū [↓](#) 



Palmerston North City Council  
**SIX-MONTH  
REPORT**

July 2024 - December 2024



[SPORTMANAWATU.ORG.NZ](https://SPORTMANAWATU.ORG.NZ)

## **NOTE ON REPORTING FORMAT**

This report covers the period from 1 July 2024 to 31 December 2024 and provides an overview of our progress toward achieving the outcomes agreed with Palmerston North City Council. It also includes key highlights and updates from the past six months.

In previous years, our six-month report was more detailed, outlining all activities during the reporting period. However, feedback on our 12-month reports highlighted a preference for a more comprehensive annual overview. In response, we have condensed this six-month report to focus on progress against outcomes, ensuring that the 12-month report will provide a complete and detailed summary of our activities for the full year.

We believe this approach will offer clearer insights into our achievements while addressing the need for a comprehensive annual report.

Should you have any questions or require further details, we are happy to provide additional information.

# SUMMARY OF ACTIVITY OVER THE PERIOD 1 JULY - 31 DECEMBER 2024

1 July - 31 December 2024

	JUL 24	AUG 24	SEP 24	OCT 24	NOV 24	DEC 24
<b>OUTCOME 1</b>						
Kick for the Seagulls						
Voice of Tamariki						
Raising an Athlete Workshops						
That's Not On						
Active Communities Fund						
Tū Manawa Fund						
ACROSS Services Rangatahi Raukura						
Co-Design Workshop						
Coaching Development Initiatives						
Rise & Thrive Women's Coaching Connect						
Sport Sector Leadership and Facility Support						
Play Week Aotearoa (Keepy Uppy)						
Play Champion Support						
Palmy Play Festival						
Healthy Active Learning						
KiK Whānau Day						
Green Prescription & Active Families						
<b>OUTCOME 2</b>						
Sports Event Partnership Fund						
<b>OUTCOME 3</b>						
Cycle Skills Education Programme						

## OUTCOME 1

## PALMERSTON NORTH IS ONE OF THE MOST ACTIVE COMMUNITIES IN NEW ZEALAND.

### Kick for the Seagulls

19 August – 3 December 2024

Sport Manawatu supported the planning and execution of this alternative youth education programme by UCOL, Y Central, and PNCC Youthspace. The programme combines NCEA learning with physical activity. Initial development focused on integrating sport and youth voice, with ongoing collaboration to enhance participant input and physical activity opportunities in future iterations.

### Voice of Tamariki

6-7 August 2024

In partnership with Kind Hearts, Sport Manawatu gathered insights from 1,400 tamariki on preferred sideline support. Themes were shared with sector leaders and will inform resource development for schools and RSOs in 2025.

### Raising an Athlete Parent Workshops

7 August, 19 October, 24 November 2024

Three workshops engaged parents on best practices for supporting young athletes. Participants reported increased confidence, and school leaders expressed a shift toward more holistic sport development approaches.

### That's Not On

July - December 2024

The "That's Not On" initiative expanded to 10 RSOs, testing interventions like the lollipop pilot to curb negative sideline behaviour. Insights from Netball, Basketball, and Rugby are shaping next steps, including a 2025 student-led sideline behaviour campaign.

### Active Communities Fund

July - December 2024

Seventeen residents received funding totalling \$6,957 to participate in activities such as swimming, biking, and gym sessions.

### Tū Manawa Fund

August 2024

Sport Manawatu administered \$43,403 to five organisations, benefiting 1,607 young people in Palmerston North through diverse activity programmes, including basketball, volleyball, and swimming.

### ACROSS Services Rangatahi Raukura

11 September – 17 December 2024

We facilitated a co-design session with rangatahi seeking to play basketball, leading to a successful programme with ACROSS Services. Rangatahi trained and competed independently, supported by kai, transport, and mentoring. A review session gathered insights that will inform a case study and support further applications.



# 2nd

62.8% have been **physically active** in the past week.

Source: Sport NZ Insights Tool, Health Trends

MidCentral DHB is the second most physically active DHB in New Zealand.

## OUTCOME 1

## PALMERSTON NORTH IS ONE OF THE MOST ACTIVE COMMUNITIES IN NEW ZEALAND.

CONTINUED

### Co-Design Workshop

23 October 2024

Sport Manawātū delivered a Co-Design Workshop to enhance youth sector capability in engaging with rangatahi. The workshop introduced youth development principles and interactive activities to model effective co-design. Attended by 30 participants from diverse sectors, including councils, RSOs, and iwi, attendees valued the practical tools and insights on engaging youth. Seven different sports codes participated, marking significant progress in integrating co-design into sports development. Follow-up evaluations will assess implementation into mahi.

### Rise & Thrive Women's Coaching Connect

November 2024 - April 2025

Women are significantly underrepresented in coaching, and Sport Manawātū is supporting Women in Sport Aotearoa to develop the Rise & Thrive programme, in partnership with John and Angela Turkington. This initiative provides a space for women coaches to connect, develop skills, and build a strong support network. The first two sessions focused on communication styles and motivation, featuring expert-led discussions. Three additional sessions will take place in 2025 based on participant feedback, ensuring ongoing upskilling and community support for female coaches.

### Coaching Development Initiatives

- Coach Development Workshops: Topics covered included network building, change management, communication, and coach insights.
- Cross-Code Coaching: Netball, Basketball, and Cricket collaborated on development sessions.
- Student Coach and Officials Programme: Forty students attended, with 32 transitioning into coaching; 46 trained as officials, with 33 officiating.
- Voice of the Coach Survey: Findings to be presented in February 2025 to RSOs.

### Sport Sector Leadership and Facility Support

Sport Manawātū provided sector-wide webinars on governance, integrity, and membership growth. Key actions included:

- Supporting Manawātū Golf in strategic planning (18 September 2024).
- Promoting the SNZ Integrity Code and Anti-Doping Rules.
- Assisting Bowls Manawātū with governance support (14 November 2024).
- Strengthening partnerships with Volunteer Central to enhance board succession planning and event support.
- Collaborating with the Environmental White-Water Park Trust on event planning and school engagement.

### Community Play Initiatives

- Play Week Aotearoa (October 2024): The Keepy Uppy record attempt engaged 2,107 participants, 60% from Palmerston North.
- Risky Play Advocacy: Supporting schools to integrate safe, engaging play.
- Play in Sport Pilot: Collaboration with Netball Manawātū led to increased play opportunities and community engagement.
- PNCC Local Play Network: Regular meetings facilitated policy consultation and event planning, including pop-up play initiatives.
- Tū Manawa Play Fund: Quick-release funding supported diverse play opportunities for 900 tamariki and their whānau.
- Play Equity Mapping: Investigating community access to play facilities outside school hours.
- Palmy Play Festival (November 2024): Engaged 2,000 attendees in culturally diverse play experiences, identifying new play champions for future initiatives.



## OUTCOME 2

## SPORTS EVENTS CREATE BOTH SOCIAL OPPORTUNITIES AND ECONOMIC BENEFITS.

### Building Strong and Collaborative Partnerships with Event Organisers

Through the Sports Event Partnership Fund, Sport Manawātū has successfully secured 16 events, generating an estimated economic impact of \$12,641,677 from an investment of \$296,210.

Nine of these events have multi-year agreements, ensuring ongoing benefits for the region. These include:

- New Zealand Secondary Schools Volleyball Championships
- New Zealand Secondary Schools Basketball Championships
- New Zealand Rugby First XV
- Badminton NZ Junior Teams Championships.

Additionally, negotiations are underway with four stakeholders to bring four more events, ranging from community to international levels, further enhancing the local sports landscape.

Event	Multi-Year agreement	SEPF Contribution	Increase in regional income (VALUE ADD)
Badminton Jr Teams Nationals	✓	\$30,000.00	\$484,785.00
Basketball NZ SS Nationals	✓	\$60,000.00	\$2,447,700.00
Ethkick	✓	\$7,000.00	#
Manawatu Pacifica 7s Tournament	✓	\$2,000.00	\$17,976.00
Palmerston North Marist Futsal Tournament	✓	\$5,000.00	\$504,112.00
Rugby First XV	✓	\$15,000.00	\$268,672.00
Super 6s Charles Tour Event (Golf)	✓	\$10,000.00	\$566,703.00
The NZ Racketlon Open	✓	\$4,000.00	\$37,520.00
Volleyball	✓	\$65,000.00	\$4,038,468.00
2024 NZ SS Table Tennis SS Championships		\$4,210.00	\$112,896.00
Manawātū Badminton Events		\$15,000.00	\$355,985.00
Muslim IDC Games		\$5,000	\$205,730.00
National Hockey Championships		\$30,000.00	\$1,385,112.00
NZ Gymnastics National Championships		\$35,000.00	\$1,911,000.00
Powerlifting Champs		\$4,000.00	\$125,685.00
Taekwon Do Nationals		\$5,000.00	\$178,833.00
<b>Total</b>		<b>\$296,210.00</b>	<b>\$12,641,177.00</b>

# This event is a community event with no regional income

## OUTCOME 2

### SPORTS EVENTS CREATE BOTH SOCIAL OPPORTUNITIES AND ECONOMIC BENEFITS. CONTINUED

#### Hosting a Record-Breaking National Hockey Championship

The recently concluded National Hockey Championship in Palmerston North set a new participation record, with 48 teams competing over eight days (often 12-hour days).

The event's success was underpinned by the dedication of 62 volunteers who played vital roles, including facility maintenance, car park management, team liaison, and scorekeeping. Their efforts showcased the strength of collaboration within Manawatū's sports community.

Hockey Manawatū received support from various sporting codes, with staff assisting throughout the tournament. Sport Manawatū played a key role in fostering this collaboration.

Dilan Raj, General Manager of Hockey Manawatū, acknowledged this contribution:

"Sport Manawatū were instrumental in facilitating the collaboration between the codes and providing the extra resourcing needed to make a National event a success... something we can all be proud of."



## OUTCOME 3

# PEOPLE HAVE THE SKILLS TO SAFELY AND CONFIDENTLY CYCLE AND WALK ON OUR TRANSPORT NETWORK AND SYSTEM.

### Cycle Skills Education in Palmerston North Primary Schools

Over the past six months, Sport Manawātū's Cycle Skills team has delivered high-quality training in primary schools across the Palmerston North region. The programme follows He Waka Kotahi (BikeReady) standards, ensuring participants receive tailored, competency-based instruction.

At the Year 5 level, students engage in Grade 1 training, focused on developing basic cycling skills within school grounds. This training prepares them for future on-road instruction. By Year 6, competent students progress to Grade 2, where they practice road safety skills on quiet local roads. They observe instructor demonstrations and gain hands-on experience navigating road environments independently.

#### Programme goals

- Ensure all Year 5 & Year 6 students can ride a bike.
- Prepare Year 5 students for road cycling in Year 6.
- Equip Year 6 students with the confidence and skills to use cycling as an independent mode of transport.
- Encourage students to practice cycling skills with their families and develop preferred commuting routes.

#### Programme Reach and Impact

In the past six months, the Cycle Skills team has delivered programmes at five Palmerston North primary schools:

- Schools visited: West End, Parkland, Cornerstone, Riverdale, and Winchester.
- Participants trained: 260 students completed Grade 1 training; 254 students completed Grade 2 training.
- New cyclists: 20 students who previously could not ride a bike can now ride confidently.
- Transition workshops: 22 students at Parkland and Winchester participated in the "Getting to Intermediate by Bike" workshops.

**5** schools

**260** students completed grade 1

**254** students completed grade 2

**20** new cyclists

**22** completed transition workshops

#### Development of "Getting to Intermediate by Bike"

In Term 4, the team introduced a new initiative to support students transitioning to intermediate school by bike. This program helps students identify safe commuting routes, practice their journeys in small groups, and navigate challenging intersections with guidance from instructors.

Sport Manawātū remains committed to fostering safe and confident cycling habits, empowering students to use cycling as a viable and independent transport option.

### New ministers

Following a cabinet reshuffle, two new ministers have been appointed that have relevance to the sector.



**Mark Mitchell** has been appointed as the Minister for Sport and Recreation.



**Simeon Brown** has been appointed as New Zealand's Minister of Health.

### Active Bodies, Active Minds: The Power of Physical Activity in Learning

Sport New Zealand has just released a report summarising clear evidence on how physical activity can improve learning for tamariki and rangatahi.

For example, integrating physical activity into learning can result in four extra months of academic gains in spelling and maths!

We will provide relevant analysis and insights in our 12-month report.



[Click to access report](#)

Source: Disruptor Scan October 2024, Sport New Zealand.

Sport NZ's quarterly scan highlights potential disruptors to sport and recreation over the next two to five years. It serves as a tool for discussions on their implications and whether adjustments to current approaches are needed. The following disruptors have been identified as potentially relevant to PNCC.

## POLITICAL

### Status of public funding

Public funding remains highly constrained, with the government focussed on reducing debt while providing tax cuts and improving productivity.  
**RELEVANCE:** PNCC relies on government funding for infrastructure, community services, and public initiatives. A constrained funding environment means Sport Manawātū and PNCC may need to consider collaborative advocacy and highlight the social and economic return on investment for funding in our sector.

## ECONOMIC

### Disposable income

Stats NZ report that in 2023 36.1% of households perceived their income as either 'not enough' or 'only just enough', an increase of 3.7% from 2022. Recent tax changes are not expected to offset higher costs of living for most lower and middle-income workers.  
**RELEVANCE:** Rising financial stress among households may affect participation in paid recreational and cultural activities. PNCC could consider subsidised or free community programmes to ensure accessibility to public services.

## TECHNOLOGICAL

### Gaming and interactive

On-going developments in gaming that provide physical feedback for online experiences, such as motorised wheels for VR games and activities. Holographic capabilities are being added to ordinary glasses to make augmented reality more satisfying and accessible. The perceived value (and so popularity) of an online game has been found to grow in proportion to the number of friends that you can connect to.

**RELEVANCE:** Advances in gaming technology could provide new engagement methods for youth and recreation. PNCC could explore interactive public spaces and digital engagement for community programmes.

## SOCIAL

### Changing nature of work

The government has called for public servants to return to the office, and some private sector companies are too, despite limited evidence that working from home reduces productivity. A recent NZ survey found that 45% of employees would consider leaving an organisation if flexible working was reduced.

**RELEVANCE:** The shift towards hybrid work impacts urban planning, transport needs, and local business support. PNCC may need to adapt policies around office space demand, commuting patterns, and city centre vibrancy.

## ENVIRONMENTAL

### Active transport

Growing social polarisation, driven by some media, in relation to safety and active transport options. E.g., Speed limits and safety measures around schools, and roads vs cycleways. This is despite cycleways representing only 1% of the government's transport budget.

**RELEVANCE:** Growing polarisation on transport safety measures suggest that partnering to strengthen community engagement to balance the needs of motorists, cyclists, and pedestrians while ensuring equitable transport investment could be an area of focus in 2025/26 planning.

## SECTOR

### Athlete and participant wellbeing

Sport NZ's Guiding Principles for the Inclusion of Transgender People in Community Sport to be reviewed after some sporting figures concerned that safety and fairness may be compromised.

**RELEVANCE:** Sport Manawātū will keep PNCC informed of upcoming reviews of Sport NZ's guiding principles to align with best practices in fostering safe and inclusive community sports environments.

### Changing leisure patterns

In NZ running clubs are growing in popularity, partly due to their being seen as a better way to meet romantic partners, or just new friends, than online options.

**RELEVANCE:** The rise of running clubs as a social outlet suggests evolving community recreation needs. PNCC supports this trend by investing in accessible running spaces, trails, and active recreation events.

### Workforce (including volunteers)

Volunteering NZ's latest survey finds that while the numbers volunteering has increased more volunteers are performing 'casual volunteering' of a few hours a month, and fewer are doing over 20 hours a month.

**RELEVANCE:** A shift towards casual volunteering may affect sports and community event sustainability. Through Sport Manawātū, PNCC could explore new volunteer recruitment models, incentives, and partnerships to support community engagement.



## CONTACT US

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## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Annual Sector Lead Report: Community Arts Palmerston North Incorporated (Square Edge Community Arts)

**PRESENTED BY:** Gillian Tasker, Community Development Advisor

**APPROVED BY:** Danelle Whakatihi, General Manager Customer & Community

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### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Community Arts Palmerston North Incorporated (Square Edge Community Arts)' presented to the Culture & Sport Committee on 26 March 2025.
- 

#### 1. ISSUE

- 1.1 Community Arts Palmerston North Incorporated (trading as Square Edge Community Arts ('SECA')) is delivering its third annual report (January-December 2024) as a Sector Lead organisation, which is appended to this memorandum as Attachment 1.
- 1.2 Reporting to Council is required under the Sector Lead Partnership Agreement structure.
- 1.3 Analysis of SECA's performance against agreed activities and outcomes is included in this memorandum below.

#### 2. BACKGROUND

- 2.1 On 8 June 2022, Council resolved to engage Community Arts Palmerston North Incorporated (Square Edge Community Arts) as a Sector Lead organisation.
- 2.2 The Sector Lead Partnership model was trialled from 1 July 2022 – 30 June 2023, and was approved to continue, as per Council's resolution of 18 December 2023:

*'That Council approve the continuation of the Sector Leads Partnership model in principle, as per the Support and Funding Policy 2022, and note that appropriate budget will be established for Sector Lead partners within the draft 2024-2034 Long-Term Plan.'*

- 2.3 A three-year Partnership Agreement commenced between SECA and the Council in July 2022. The Agreement stipulates that activities funded contribute to the achievement of priorities 1-4 within the Council's 2021-2031 Creative and Exciting strategic direction.
- 2.4 Reporting requirements within the Agreement include an annual report to Council covering the activities delivered and outcomes achieved in the preceding period.

**3. ANNUAL REPORT ANALYSIS**

- 3.1 SECA is an independent charitable trust and receives multiple and diverse sources of funding, including grants from Palmerston North City Council, Creative New Zealand, the Ministry of Social Development, Eastern and Central Community Trust. SECA works towards meeting several different investment outcomes through its activities and, therefore, their report includes activities that are not solely funded by Council.
- 3.2 SECA was incorporated as Palmerston North Community Arts Council in 1972. In 2004, the Palmerston North Community Arts Council took over management of the Square Edge Creative Centre from the Manawatū Community Arts Centre Trust. Council has supported SECA through a management agreement that allows SECA to retain the surplus revenue from the management of the Square Edge building, and with an operational grant. Over time the grant has increased as services were added including implementation of a new strategic plan and development of new arts events and programmes.
- 3.3 While the Sector Lead agreement specifically covers initiatives that focus on the city of Palmerston North, staff acknowledge that work completed by SECA has far broader impacts on the wider Manawatū region. SECA provides sector leadership in both a citywide and regional capacity.
- 3.4 The amount of funding SECA receives through this Sector Lead Partnership Agreement is \$80,000 per annum (plus GST). Funding has been adjusted for inflation in years two and three, with an additional pro rata allocation of funding in year three from the increased Strategic Priority Grant funding allocated by Council through the Long-Term Plan 2024-2034 deliberations. Funding for the current financial year totals \$92,048.
- 3.5 Note the Partnership Agreement does not include funding for Art Trail Manawatū, as this is a large event which is funded separately via the Major Events Fund.

3.6 Table 1: Assessment of activities

Strategic Alignment	Activity	Comment	Assessment (Not met; developing; or met)
<b>Creative and Exciting activities</b>			
Priorities 1, 3 & 4	Manage the Square Edge Arts Centre building	<p>SECA has continued to manage the Square Edge building to a satisfactory level in this reporting period.</p> <p>Their Annual Report identifies their contribution to community connection and inclusion by being home to a diversity of tenants and users ranging from Baby Yoga to Crows Feet performers.</p>	Met
Priorities 1, 2, 3 & 4	Develop, run and promote arts programmes, workshops, exhibitions, performances and support local artists	<p>SECA has maintained their range of high-quality activities and workshops despite having reduced capacity from April until October, when the Artistic Director role was filled.</p> <p>Staff note SECA's monthly refresh of their five exhibitions spaces maximises opportunities for Palmerston North's diverse range of artists to showcase their work and culture but that this can dominate the team's time and energy.</p>	Met
Priorities 2, 3 & 4	Collaborate with other Arts Sector leaders to develop new initiatives and opportunities	<p>SECA has worked collaboratively with others during this reporting period, including being a SwampFest venue for Creative Sounds and with Rangitāne art collective He Aho Tangata to showcase Toi Rangitāne in celebration of Puanga Matariki 2024.</p> <p>Staff note SECA's ability to take a leading role in wider</p>	Developing

		collaborative opportunities such as the Coastal Art Trail, or developing new initiatives, was constrained by their organisational capacity.	
<b>Sector Leadership activities</b>			
Priority 3	Provide capacity-building and support for other community organisations to develop and connect	SECA work with a wide range of organisations in Palmerston North and across neighbouring regions. They support a Regional Arts Network of other community art organisations and venues across the Manawatu, Horowhenua, Rangitikei and Tararua regions, promoting collaboration and hosting skill-building workshops including one on copyright for creatives.  Staff expect there is further opportunity for SECA in this space now they have a full team.	Developing
Priorities 1, 3 & 4	Deliver the highest level of expertise and highest quality service	SECA's leadership of regional initiatives such as Art Trail Manawatū demonstrates their ability to curate experiences that help to promote Palmerston North as a creative and exciting city, attracting visitors and drawing exhibition proposals from artists from around Aotearoa New Zealand.	Met
Priorities 3 & 4	Think, work and advocate strategically	SECA is performing well in this area.  They continue to seek connection with new groups and individuals not currently accessing their facilities. Development of the TUITUI gallery initiated new relationships with local Māori artists, while links to the Pasifika community were strengthened by hosting the 2024 Pasifika Artists in Residence, who	Met

		opened Art Trail Manawatū.	
Priorities 3 & 4	Have robust strategic and business plans in place	Over the past year SECA have attained stability thanks to the commitment and effort of the management team and SECA board.  Staff expect that with the recent changes in the SECA board a timely review of their strategic and business plans will take place in the coming year.	Met

- 3.7 Alongside an annual report which provides information on the agreed activities, Sector Lead organisations are required to provide six-monthly performance measure data for a range of indicators related to their activities.
- 3.8 The measures are based on a Results Based Accountability approach, where impact of effort is demonstrated by measurement of who is 'better off' as a result of the activities or services, as well as 'how much' of the activity or service was delivered and 'how well' it was delivered. The performance measure data provides an evidence base to support the information in the annual report. Performance measure data for the period 1 January 2024 to 31 December 2024 is appended to this memorandum as Attachment 2.
- 3.9 SECA's performance data remains steady overall, and staff are confident that SECA are delivering well for the community. The data shows improvement in their relationships with their members (now at 939 members) and with artists (50 percent reporting they gained new connections and networks) in the second half of 2024 following the team returning to full capacity with appointment of the Artistic Director.
- 3.10 Staff also note that participant satisfaction also increased in the second half of the year with 79 percent of programme participants reporting a sense of whanaungatanga (sense of connection or kinship) as a result of participating in a SECA programme. The zero percent score in the final performance measure for the July-December 2024 period reflects participants in the programme all being at the beginner stage of their careers.
- 3.11 Staff will continue to work with the SECA team to ensure consistent collection of data that captures their contribution to Council's priorities.

#### 4. CONCLUSION

- 4.1 This memorandum has provided background to and comment on the annual report of Community Arts Palmerston North Incorporated (trading as Square Edge Community Arts, or SECA) for 2024.

4.2 Staff have assessed that Community Arts Palmerston North Incorporated is performing well against the majority of their agreed activities. SECA have signalled an intention to request an increase in their Sector Lead funding in 2025 to increase their capacity.

**5. NEXT STEPS**

5.1 Staff will continue to support SECA to deliver the wide-ranging activities and initiatives covered by the Sector Lead Partnership Agreement.

5.2 In September 2024 staff completed an evaluation to determine continued partnership with SECA as a Sector Lead organisation. It was confirmed that SECA continue to demonstrate the six criteria of sector leadership, and they were invited to submit a proposal and budget for negotiation of their 2025-2028 Sector Lead Partnership Agreement. Their proposal details their contribution to achieving outcomes that align with Council's goals and outcomes in the Oranga Papaioea City Strategy 2024-2034.

5.3 Staff expect to complete negotiation of the 2025-2028 Partnership Agreement with SECA by 31 March 2025, with the new agreement to begin from 1 July 2025.



5.4 SECA will present its next Annual Report, covering year one of the 2025-2028 agreement, early in 2026. Further staff commentary on progress will also be provided at that time.

**6. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these objectives?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to this plan: 5. Mahere toi 5. Arts Plan The objective is:	

Support community arts initiatives and organisations	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Sector Lead Organisations contribute to the achievement of Council's strategic direction, particularly Goals 2, 3 and 4, which seek to enhance the social, economic, environmental and cultural wellbeing of the community.

**ATTACHMENTS**

1. Square Edge Community Arts (SECA) Annual Sector Lead Report January to December 2024 [↓](#) 
2. Square Edge Community Arts (SECA) Performance measure data for 1 January 2024 to 31 December 2024 [↓](#) 





## SECTOR LEAD REPORT

January – December 2024



*Palmerston North Ukrainian Dance Group performing at Square Edge*

*arts - together - transformation*































## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)

**PRESENTED BY:** Gillian Tasker, Community Development Advisor

**APPROVED BY:** Danelle Whakatihi, General Manager Customer & Community

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### RECOMMENDATION(S) TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the memorandum titled 'Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)' presented to the Culture & Sport Committee on 26 March 2025.
- 

#### 1. ISSUE

- 1.1 Creative Sounds Society Incorporated (CSSI) (known as The Stomach) is delivering its third report (January-December 2024) as a Sector Lead organisation, which is appended to this memorandum as Attachment 1.
- 1.2 Reporting to Council is required under the Sector Lead Partnership Agreement structure.
- 1.3 Analysis of Creative Sounds' performance against agreed activities and outcomes is included in this memorandum below.

#### 2. BACKGROUND

- 2.1 On 8 June 2022, Council resolved to engage Creative Sounds as a Sector Lead organisation.

The Sector Lead Partnership model was trialled from 1 July 2022 – 30 June 2023, and was approved to continue, as per Council's resolution of 18 December 2023:

*'That Council approve the continuation of the Sector Leads Partnership model in principle, as per the Support and Funding Policy 2022, and note that appropriate budget will be established for Sector Lead partners within the draft 2024-2034 Long-Term Plan.'*

- 2.2 A three-year Partnership Agreement commenced between Creative Sounds and the Council in July 2022. The Agreement stipulates that activities funded

contribute to the achievement of priorities 1-4 within the Council's 2021-2031 Creative and Exciting strategic direction.

2.3 Reporting requirements within the Agreement include an annual report to Council covering the activities delivered and outcomes achieved in the preceding period.

**3. ANNUAL REPORT ANALYSIS**

3.1 Creative Sounds Society Incorporated is an independent charitable trust and receives multiple and diverse sources of funding, including from Palmerston North City Council, New Zealand Music Commission, Department of Internal Affairs Lottery Grants, Eastern and Central Community Trust and other funders. The Stomach works towards meeting several different investment outcomes through its activities and, therefore, their report includes activities that are not solely funded by Council.

3.2 Creative Sounds Society has supported the local music community with an all-ages music venue, recording and rehearsal facilities since its incorporation in 1988. Over the past thirty-six years Council has supported Creative Sounds with a lease agreement for the Council-owned music studio space, and with an operational grant. Additionally, Creative Sounds has raised significant funding to expand and upgrade the building in partnership with Council.

3.3 The amount of funding Creative Sounds receives through this Sector Lead Partnership Agreement is \$110,000 per annum (plus GST). Funding has been adjusted for inflation in years two and three, with an additional pro rata allocation of funding in year three from the increased Strategic Priority Grant funding allocated by Council through the Long-Term Plan 2024-2034 deliberations. Funding for the current financial year totals \$126,500.

**3.4 Table 1: Assessment of activities**

<b>Strategic Alignment</b>	<b>Activity</b>	<b>Comment</b>	<b>Assessment</b> (Not met; developing; or met)
<b>Creative and Exciting activities</b>			
Priorities 1, 2, 3 & 4	Deliver regular gigs for people of all ages and diverse interests featuring local, national, and international artists who might not otherwise be booked in commercial spaces or tour to this	Creative Sounds is performing well in this activity, hosting a diverse range of performers including school bands, cultural and community groups. Their commitment to	Met

	City	engaging young audiences was demonstrated by inclusion of a children's matinee show in SwampFest 2024.	
Priorities 1, 2, 3 & 4	Provide an industry standard, professional style, recording studio of considerable size and flexibility for local musicians of all ages and abilities with a low-cost, affordable pricing model	Creative Sounds operate The Stomach facilities to a high standard and continue to work to ensure access barriers are low.  Staff note their intention to develop a mobile recording studio to better reach schools and community groups.	Met
Priorities 1, 2, 3 & 4	Provide publicly accessible and affordable, high quality rehearsal spaces and equipment for local musicians	Creative Sounds is performing well in this activity.  It is encouraging to see families using The Stomach rehearsal facilities to nurture their children's interest in music.	Met
Priorities 1, 2, 3	Provide equipment hire, such as vocal PA and backline to support local musicians	This is a successful initiative with the music instrument and backline library supporting community and Council events.  Creative Sounds acknowledge that staffing shortages have impacted their participation in some community events; however, they have continued to deliver to a high standard where capacity has allowed.	Met
Priority 4	Create and maintain a	Creative Sounds have	Met

	network of connections to the broader New Zealand music community and industry	demonstrated strong leadership, playing a key role in the incorporation of national advocacy group Independent Music Venues Aotearoa, and in representing the region at national music summits.	
Priorities 1, 2, 3 & 4	Provide education and mentoring opportunities for local musicians	The range of workshops, activities and programmes offered by Creative Sounds has been extended by their partnership with the NZ Music Commission.  Their program <i>To the Front</i> is an example of a highly successful three-year partnership with Girls Rock Aotearoa and Youth Space to support young women and gender diverse youth to confidently express their voices in music.	Met
Priorities 1, 2 & 3	Be accessible for people who experience challenges to participation in music, because of age, gender, identity, ethnicity, socio-economic situation, disability or neurodiversity	Creative Sounds is well established as an intentionally inclusive and welcoming organisation and facility, allowing a wide range of groups to express themselves creatively.  Staff note that Creative Sounds' reduced capacity to introduce new people to the facilities may have affected engagement from disabled community	Met

		members.	
Priority 4	Positively promote Palmerston North via the organisation's highly regarded reputation among the New Zealand music community as well as through regular engagement with touring artists, and promotion of Palmerston North gigs and local music scene via The Stomach newsletter and other outlets such as local and national media	Creative Sounds is very active in this area. Developing partnerships with regional and national music organisations has encouraged national and international touring artists to come to Palmerston North and provided local artists with opportunities to connect and go on tour.	Met
<b>Sector Leadership activities</b>			
Priority 3	Provide capacity-building and support for other community organisations to develop and connect	Creative Sounds are connectors for local and regional music educators, theatres, schools, social and disability service providers to other musicians, local and national venues, promoters and radio networks.	Met
Priorities 1, 3 & 4	Deliver the highest level of expertise and highest quality service	Creative Sounds adapted their recording operations to maintain their high standards in the face of funding challenges and the loss of the Outreach Coordinator role.	Met
Priorities 3 & 4	Think, work and advocate strategically	This area is a strength of Creative Sounds.  Creative Sounds are active contributors to the Sector Lead	Met

		network group and champion grassroots music venues nationally.	
Priorities 3 & 4	Have robust strategic and business plans in place	Creative Sounds have negotiated a difficult funding environment and the loss of a key staff position with the support of their staff, and by leveraging their local, regional and national community connections.	Met

- 3.5 Alongside an annual report which provides information on the agreed activities, Sector Lead organisations are required to provide six-monthly performance measure data for a range of indicators related to their activities.
- 3.6 The measures are based on a Results Based Accountability approach, where impact of effort is demonstrated by measurement of who is 'better off' as a result of the activities or services, as well as 'how much' of the activity or service was delivered and 'how well' it was delivered. The performance measure data provides an evidence base to support the information in the annual report. Performance measure data for the period 1 January 2024 to 31 December 2024 is appended to this memorandum as Attachment 2.
- 3.7 The accessible and supportive environment offered at The Stomach helped Creative Sounds to maintain membership numbers (currently at 336 members), despite the loss of the Outreach Coordinator role and an associated reduction in member newsletter communications.
- 3.8 However, the loss of the Outreach Coordinator may have resulted in the reduction noted of members perception of feeling connected to the music community as a result of their involvement with The Stomach and Creative Sounds Society. The data shows a reduction from 84 percent of members feeling connected in the first half of 2024 to 54 percent in the second half of the year, following the loss of the Outreach role. Staff capacity has also likely affected the number of education activities delivered and the associated education activity attendee numbers, both declining in the second half of the year.
- 3.9 Despite these challenges staff note an increase in the number of clients accessing the recording studio and recording hours over the past year. Creative Sounds staff have focussed on completing complex projects for clients seeking high-quality outcomes. Their commitment to fostering enduring

relationships has helped to further build their reputation for providing meaningful support and outstanding production services.

**4. CONCLUSION**

- 4.1 This memorandum has provided background to and comment on the annual report of Creative Sounds Society Incorporated (The Stomach) for 2024.
- 4.2 Staff have assessed that Creative Sounds is performing well against their agreed activities across the board.

**5. NEXT STEPS**



- 5.1 Staff will continue to support Creative Sounds to deliver the wide-ranging activities and initiatives covered by the Partnership Agreement.
- 5.2 In September 2024 staff completed an evaluation to determine continued partnership with Creative Sounds as a Sector Lead organisation. It was confirmed that Creative Sounds continue to demonstrate the six criteria of sector leadership, and they were invited to submit a proposal and budget for negotiation of their 2025-2028 Sector Lead Partnership Agreement. Their proposal details their contribution to achieving outcomes that align with Council's goals and outcomes in the Oranga Papaioea City Strategy 2024-2034.
- 5.3 Staff expect to complete negotiation of the 2025-2028 Partnership Agreement with Creative Sounds by 31 March 2025, with the new agreement to begin from 1 July 2025.
- 5.4 Creative Sounds will present its next Annual Report, covering year one of the 2025-2028 agreement, early in 2026. Further staff commentary on progress will also be provided at that time.

**6. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these objectives?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to: Whāinga 2: He tāone whakaihihi, tapatapahi ana Goal 2: A creative and exciting city	

<p>The recommendations contribute to this plan:</p> <p>5. Mahere toi</p> <p>5. Arts Plan</p> <p>The objective is: Support community arts initiatives and organisations</p>	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>Sector Lead Organisations contribute to the achievement of Council's strategic direction, particularly Goals 2, 3 and 4, which seek to enhance the social, economic, environmental and cultural wellbeing of the community.</p>

**ATTACHMENTS**

1. Creative Sounds Society Incorporated (The Stomach) Annual Sector Lead Report for 1 January 2024 to 31 December 2024 [↓](#) 
2. Creative Sounds Society Incorporated (The Stomach) Performance measure data for 1 January 2024 to 31 December 2024 [↓](#) 

































## MEMORANDUM

**TO:** Culture & Sport Committee

**MEETING DATE:** 26 March 2025

**TITLE:** The Regent Theatre Trust: Six-Month Report 1 July - 31 December 2024 and Draft Statement of Intent 2024-27

**PRESENTED BY:** Sarah Claridge, Governance Advisor

**APPROVED BY:** Cameron McKay, General Manager Corporate Services

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### RECOMMENDATIONS TO CULTURE & SPORT COMMITTEE

1. That the Committee receive the Six-Month Performance Report 1 July - 31 December 2024 (Attachment 1) submitted by the Regent Theatre Trust.
  2. That the Committee receive the draft Statement of Intent 2025-28 (Attachment 3) submitted by the Regent Theatre Trust.
  3. That the Committee agree that the recommended comment on the draft Statement of Intent 2025-28 outlined in Table 3 be advised to the Regent Theatre Trust Board.
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### 1. ISSUE

- 1.1 The Regent Theatre Trust (the Regent) has delivered its six-month report (1 July - 31 December 2024) and draft Statement of Intent (SOI) 2025-28. This report includes analysis of both documents, which are appended to this memorandum.
- 1.2 The purpose of this report is to provide an opportunity for the Committee to give feedback to the Regent on their draft SOI.
- 1.3 Under the Local Government Act 2002 (LGA), when preparing the final SOI, a Council Controlled Organisation (CCO) must consider any comments made on the draft by the Council, prior to delivering a final SOI by 30 June 2025.

### 2. BACKGROUND

- 2.1 The Regent was set up as a CCO to independently manage and promote the Regent Theatre as the preferred local venue of choice for international, national, and local performing arts experiences catering to culturally diverse people of all ages.
- 2.2 A CCO is an organisation in which Council has the right to appoint at least 50% of the trustees and must work towards Council's objectives on its behalf.

- 2.3 In February 2025, Council resolved to make the Regent Theatre Trust an exempt organisation under the LGA for three years. This means that the Trust no longer has to comply with the auditing and reporting requirements of the LGA. However, in order to maintain oversight of the Trust, Council requested the Regent continue to present an annual Statement of Intent and unaudited Annual Report.
- 2.4 The exemption will take effect from the 2025/26 financial year. For the current reporting period, a six-month report (Attachment 1) and an audited Annual Report 2024/25 will be required.

**Seismic Strengthening Investigation**

- 2.5 The Regent Theatre is scheduled to undergo seismic strengthening in 2026/27 (Year 2 of the SOI). An investigation will take place next year (2025/26), which will inform the work required to bring the Theatre up to at least 67% of the National Building Standards. The impact on the ability of the Regent to function and operate will not be known until the investigation has been completed.

As the impact on the theatre is still unknown, the Board have not adjusted the performance measures for 2026/27 or 2027/28 in the draft SOI at this stage.

**3. COUNCIL OBJECTIVES FOR THE REGENT THEATRE 2025-2028**

- 3.1 It is good practice for a shareholder of a CCO (ie. Council) to outline what it expects of its CCO, and to clarify the roles and responsibilities of the CCO Board and Council in a Statement of Expectations (SOE).
- 3.2 In September 2024, Council agreed a three-year Statement of Expectations (SOE) 2025-2028 for the Regent Theatre. The SOE aligns with the objectives from Council's Oranga Papaioea City Strategy and strategic plans, in particularly the Arts Plan.
- 3.3 Council's priorities under the Arts Plan for the Regent Theatre are:

- **Objective 1: Provide and support cultural facilities**  
The Regent on Broadway will provide opportunities for our city communities to attend and take part in a wide variety of performances.
- **Objective 2: Support community arts initiatives and organisations**  
The value of the arts is evident in our cityscape. There is support for local arts organisations and creative initiatives.
- **Objective 3: Provide, fund, and support city and community events**  
There is a variety of local city and community events and festivals throughout the year. Communities have opportunities to share and celebrate their cultural identity and interests. New and developing events attract and engage new audiences.

3.4 The Regent has incorporated these objectives into their key performance indicators which are grouped as:

- To be a venue for exciting community and performing arts experiences for the people of Palmerston North and the wider Manawatū region including recognising the role of local tangata whenua and heritage status of the building.
- To engage in effective collaboration with our stakeholders and clients, enabling the best customer experiences.
- To engage with diverse audiences via a marketing and promotion strategy that is continually developing and responding to regional demographics and artistic/cultural trends.

**4. PERFORMANCE FOR THE SIX MONTHS JULY TO DECEMBER 2024**

4.1 Six-month reports allow Council to track the Regent's progress against their SOI and the Council's objectives listed in the SOE. This six-month report covers the first six months of the SOI 2024-2027. This will be the last six-month performance report from the Regent Theatre under the new exemption regime.

4.2 The Regent has had a busy six months. Highlights from the Regent's six-month report (Attachment 1) include the following:

- Pasifika Fusion saw 7,211 people attend over three days.
- Act 3 Productions had a successful season of Kinky Boots, with 5,152 people attending.
- Hosted Performing Arts Competitions Association of New Zealand (PACANZ) for their event during October. This was very successful for the theatre and had a large economic impact for the city.
- National Touring events: Crowded House (1,288) and the Royal New Zealand Ballet (984) performed to large crowds.
- Touring tribute bands Pink Floyd Experience, Dancing Queen (ABBA), Fleetwood Mac and Bee Gees continue to be popular.
- Continued community use from schools, dance schools and tertiary institutions for prize-givings and productions.
- Grant funding totalling \$130,000 received for the purchase of LED theatre lights in the Auditorium (\$100,000 from Central Energy Trust and \$30,000 from the Friends of the Regent).
- Took over running the bar and refreshments from the Friends of the Regent

4.3 Most of the Regent's performance measures are on track to achieving their target (see Attachment 2). There is one target, 'total number of prize-givings' that is not likely to be achieved, primarily because prize-giving season (the end of the year), for this reporting period has now passed. The failure to meet

the target perhaps highlights the issue of having performance measures that are too narrow in scope, especially when success is reliant on events occurring at a specific time in the year.

4.4 For comparison, Table 1 compares the last three years' results.

**Table 1: Comparing the first six months of the financial years 2022, 2023 and 2024**

Measure		YTD 31 Dec 2022	YTD 31 Dec 2023	YTD 31 Dec 2024	3 Year Trend
<b>Live nights</b> – performances in the auditorium	Actual	144	74	89	/
<b>Patronage</b> – total attendance	Actual <b>Target*</b>	64,654 <b>37,500</b>	52,340 <b>43,500</b>	63,746 <b>44,500</b>	↑
<b>Summary of events</b> – total use of the theatre	Actual <b>Target*</b>	256 <b>140</b>	238 <b>150</b>	232 <b>185</b>	→
<b>Ratio of Community/ Commercial events</b>	Actual <b>Target</b>	80/20 <b>70/30</b>	77/23 <b>70/30</b>	69/31 <b>70/30</b>	→
<b>Number of Professional users</b> in the auditorium	Actual	16	17	23	↑
<b>Number of Community users</b> in the auditorium	Actual	N/A	31	39	↑

\*Target is for the six-month mark

4.5 Patronage figures have increased this reporting period to 900 shy of the post-Covid boom of 2022. This is despite there being 55 fewer 'live nights' in the 2024 reporting period compared to 2022. This is an indication that the shows on offer are attracting audiences.

4.6 The ratio of community/commercial events continues to shift towards more commercial events, which is good for the financial viability of the theatre. The number of live nights has increased from 2023, with professional events totalling 23 in this reporting period compared to 16 in 2022.

### Financial Commentary

4.7 Table 2 summarises the Regent's financial situation.

4.8 Revenue has increased significantly due to the Regent bringing the refreshments in house. Recoverables have also increased. In turn, this has increased expenditure as the Trust have had to purchase stock for both activities.

- 4.9 The Trust's current assets (mainly cash) is almost four times its current liabilities which indicate the Trust's ability to satisfy its current obligations.
- 4.10 The Trust's operating activity resulted in a large cash surplus at 6 month's-end of \$100,000 more than December 2023.

**Table 2: Financial Information for Six-Month Report**

Summary Financials (\$000)	July - December 2024			July - December 2023	
	Actual	Budget	Variation	Actual	Variation.*
<b>Financial Performance</b>					
PNCC Grants	140,656	135,305	5,351	129,008	11,648
Total Revenue	771,336	516,471	254,865	546,247	225,089
Total Expenses	640,327	425,565	214,762	434,412	205,915
Net Surplus (Deficit)	131,009	90,906	40,103	111,835	19,174
<b>Financial Position</b>					
Current Assets	826,330	748,368	77,962	713,943	112,387
Total Assets	1,465,230	1,430,238	34,992	1,295,921	169,309
Current Liabilities	196,116	148,007	46,742	194,749	1,367
Total Liabilities	196,116	148,007	46,742	194,749	1,367
Equity	1,269,114	1,282,231	-13,117	1,104,122	164,992
<b>Cash Flows</b>					
Total Net Cash Flows	195,279	64,789	81,190	145,979	49,300
Opening Cash	349,852	349,852	0	297,629	52,223
Closing Cash	545,131	414,041	131,090	443,608	101,523

\* when compared to the same period 12 months ago

**5. DRAFT STATEMENT OF INTENT 2025-2028**

- 5.1 The Board's focus for this SOI is to build on their success and, where possible, endeavour to increase the use of the venue to help make the city's vision a reality.
- 5.2 The Board has presented a draft SOI that aligns with Council's strategic direction and addresses the SOE, as outlined in Table 3 below.

**Table 3: Comparison of The Regent SOI with Council’s Statement of Expectation**

Statement of Expectation	The Regent’s Draft SOI 2025-28	Comments + Recommendations for Final SOI 2025-28
<p>Contribute towards achieving the objectives in the Arts Plan and align activities to Council's overall vision, goals, and Oranga Papaioea City Strategy.</p>	<p>The City Vision Statement (page 5) sets out how the Regent's activities align with Council's 4 Goals.</p>	<p>No comment.</p>
<p>Develop 4-6 high-quality performance measures with Officers.</p>	<p>The Regent has listed 13 performance measures in its draft SOI.</p>	<p>Potential to condense several of the performance measures together. For example, the number of prize-givings, tertiary graduations and school concerts could be made into one – for example Number of events held by educational facilities.</p> <p><b>Recommendation:</b> Officers will work with Regent to reduce total number of performance measures to 4-6.</p>
<p>Outline approach to good governance practices, financial sustainability, and environmental sustainability.</p>	<p><b>Governance practices:</b> In the governance section (page 5) the Board's approach to governance is to adopt 'best practice' and for Board Members to reflect the diversity of Palmerston North and surrounding region.</p> <p><b>Financial Sustainability:</b> Action in Objective 1 (page 7) to continue to seek funds – either via the Friends of the Regent or other sources.</p> <p>Please also see the financial analysis in section 5.3 and Table 4 which highlights the Regent's financial situation.</p>	<p>No comment.</p>

Statement of Expectation	The Regent's Draft SOI 2025-28	Comments + Recommendations for Final SOI 2025-28
	<p><b>Environmental Sustainability</b></p> <p>The areas of focus to improve the environmental sustainability of the theatre are mentioned under Goal 4 (page 6.</p> <p>Ongoing activity to incrementally replace the lighting in the theatre to LED Luminaires with a target of % of lighting in the theatre being LED: 65%, 70%, 75% over the next few years.</p>	
<p>Outline your approach to upholding the mana of Te Tiriti o Waitangi including working in partnership with Rangitāne o Manawatu (see page 7 of the Oranga Papaioea City Strategy).</p>	<p>Actions under Objective 1 include:</p> <p>Honouring Te Tiriti o Waitangi by providing staff with training to learn Te Reo Māori and Tikanga.</p> <p>Install bilingual signage within the theatre.</p> <p>Collaborate with Rangitāne to enhance and expand the Regent Theatre's Pre-European project.</p>	<p>No comment.</p>
<p>Outline approach to engaging with and enabling participation by under- represented communities<sup>1</sup>.</p>	<p>Actions under Objectives 2 and 3 include:</p> <p>Ensuring continued communication with the city's underrepresented groups.</p> <p>Target marketing material/ communication to the targeted audience.</p>	<p>No comment.</p>
<p>Identify your regionally/nationally significant events based on current delivery.</p>	<p>The Regent has included a target for the number of national/ international tours. The target increases annually from 38, 39, 39.</p>	<p>No comment.</p>
<p>Work with Council and</p>	<p>Mentioned as the first activity</p>	<p>No comment.</p>

Statement of Expectation	The Regent's Draft SOI 2025-28	Comments + Recommendations for Final SOI 2025-28
other agencies to develop Economic Impact reporting for regionally/nationally significant events.	under Objective 2. This includes collecting the ticketing snapshot of the audience and venue profiles from our contracted ticketing companies for either an event or for a defined period.	

**Financial Commentary**

- 5.3 The Trust Board is signalling a net surplus over the next three years due to increased revenue. The Trust has taken over providing the refreshments in the theatre, however any profits from sales have been used to purchase stock and pay for additional staff. Progress in this space will be monitored.
- 5.4 The Trust Board has projected slightly higher current assets over its current liabilities. However, over the three-year period, the current ratio is dropping – indicating that the Regent's ability to cover its creditors is decreasing. This could lead to additional Council funding being sought.
- 5.5 The Trust Board has projected deficit net cash flow for the next three years, mostly due to an increased GST bill because of the increased revenue.

**Table 4: Regent SOI Summary Financials**

\$	Budget (\$)				SOI (\$)			
	24/25	25/26	26/27	27/28	24/25	25/26	26/27	27/28
<b>Summary Financials</b>								
<b>Financial Performance</b>								
PNCC Grant	270,611	276,024	218,544	287,175				
Total Revenue	945,137	1,270,494	1,295,904	1,321,822				
Total Expenses	953,240	1,267,648	1,292,423	1,320,071				
Net Surplus (Deficit)	(8,103)	2,846	3,481	1,751				
<b>Financial Position</b>								
Current Assets	359,185	331,714	322,745	289,203				
Total Assets	1,324,686	1,332,375	1,349,508	1,364,668				
Current Liabilities	191,463	196,307	209,959	223,367				
Total Liabilities	191,463	196,307	209,959	223,367				
Equity	1,133,223	1,136,068	1,139,549	1,141,301				

<b>Cash Flows</b>				
Total Net Cash Flows	(25,339)	(27,471)	(8,968)	(33,542)
Opening Cash	349,771	324,432	296,961	287,992
Closing Cash	324,432	296,961	287,993	254,450
<b>Financial Indicators</b>				
Current Ratio	1.88	1.69	1.54	1.29
Working Capital	167,722	135,407	112,786	65,836

**6. NEXT STEPS**

- 6.1 Any Committee comments on the draft SOI will be communicated in writing to the Regent.
- 6.2 The Regent will deliver their final SOI to the Culture & Sport Committee on 25 June 2025.

**7. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide?	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do, they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to: Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to this plan: 14. Mahere mana urungi, kirirarautanga hihiri 14. Governance and Active Citizenship Plan The objective is: Review and monitor the performance of Council operations and Council Controlled Organisations	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	Receiving the six-month report allows the Council to have oversight against the previously agreed SOI. Providing comments on the draft Statement of Intent is a mechanism for the Council to provide guidance and

	direction to The Regent Theatre Trust Board.
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**ATTACHMENTS**

1. The Regent Theatre Trust\_ Six Month Report July- December 2024 [↓](#) 
2. Performance Monitoring as at December 2024 [↓](#) 
3. The Regent Theatre Trust\_ Draft Statement of Intent 2025-2028 [↓](#) 

































































## COMMITTEE WORK SCHEDULE

TO: Culture & Sport Committee

MEETING DATE: 26 March 2025

TITLE: Committee Work Schedule

### RECOMMENDATION TO CULTURE & SPORT COMMITTEE

1. That the Culture & Sport Committee receive its Work Schedule dated March 2025.

COMMITTEE WORK SCHEDULE – MARCH 2025					
Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Clause number
1.	26 March 2025	Draft Otangaki-Ashurst Domain Reserve Management Plan – hearings	General Manager Infrastructure		27 November 2024 Clause 51-24
2.	26 March 2025	Annual Sector Lead Report: Creative Sounds Society Incorporated (The Stomach)	General Manager Customer & Community		22 November 2023 Clause 43-23
3.	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
4.	26 March 2025	Six Month Performance Report – The Regent Theatre Trust	General Manager Corporate Services		Terms of Reference

5.	26 March 2025	Draft Statement of Intent 2025-2028 – The Regent Theatre Trust	General Manager Corporate Services		Terms of Reference
6.		Six Month Performance Report – The Globe, Te Manawa	General Manager Corporate Services	To Council 2 April 2025	Terms of Reference
7.		Draft Statement of Intent 2025-2028 – The Globe, Te Manawa	General Manager Corporate Services	To Council 2 April 2025	Terms of Reference
8.	26 March 2025	Six Month Report – Sport Manawatū	General Manager Strategic Planning		Terms of Reference
9.	25 June 2025	Review of in-house service delivery of Caccia Birch House	General Manager Customer & Community		Council 2 June 2021 Clause 50.7
10.	25 June 2025	Draft Otangaki-Ashurst Domain Reserve Management Plan – deliberations	General Manager Infrastructure		27 November 2024 Clause 51-24
11.	25 June 2025	Generic Reserve Management Policy & Plan Consultation - hearings	General Manager Infrastructure		25 September 2024 Clause 34-24
12.	25 June 2025	Rural Games – annual presentation			Council 31 May 2023 Clause 88.11-23
13.	25 June 2025	Final Statement of Intent 2025-2028 – Te Manawa, The Globe and The Regent	General Manager Corporate Services		Terms of Reference

14.	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
15.	10 September 2025	Generic Reserve Management Policy & Plan Consultation – deliberations	General Manager Infrastructure		25 September 2024 Clause 34-24
16.	10 September 2025	Annual report from PN Public Sculpture Trust	General Manager Customer & Community		Council 29 April 2019 Clause 36.4
17.	10 September 2025	Annual report on Maintenance and Renewal Plans and Budgets for Cultural Facilities	General Manager Infrastructure Services		25 June 2018 Clause 19.2
18.	10 September 2025	Play Policy Annual Implementation Monitoring Report	General Manager Customer & Community		14 April 2021 Clause 12-21
19.	10 September 2025	Annual Report 2024-2025 – The Regent, The Globe, Te Manawa	General Manager Corporate Services		Terms of Reference
20.	10 September 2025	Annual Report – Sport Manawatū 2024/2025	General Manager Strategic Planning		Terms of Reference
21.	2027	Statement of Expectations 2025/28 – Te Manawa, The Globe and The Regent	General Manager Customer & Community		Terms of Reference

**ATTACHMENTS**

NIL