



PALMERSTON NORTH CITY COUNCIL

AGENDA

COUNCIL

9:00 AM, WEDNESDAY 2 APRIL 2025

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

MEMBERS

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

AGENDA ITEMS, IF NOT ATTACHED, CAN BE VIEWED AT

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

Waid Crockett

Chief Executive | PALMERSTON NORTH CITY COUNCIL

Te Marae o Hine | 32 The Square
Private Bag 11034 | Palmerston North 4442 | New Zealand
pncc.govt.nz

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PALMERSTON
NORTH
CITY

COUNCIL MEETING

2 April 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 matters.

6. **Presentation - Massey University Foundation** Page 7

7. **Confirmation of Minutes** Page 9

That the minutes of the ordinary Council meeting of 5 March 2025
Part I Public be confirmed as a true and correct record.

REPORTS

8. **The Globe Theatre Trust: Six-Month Report 1 July - 31 December 2024 and Draft Statement of Intent 2024-27** Page 21

Memorandum, presented by Sarah Claridge, Governance Advisor.

9. **Transport Emergency Works** Page 75

Report, presented by Glen O'Connor, Manager Transport.

10. **Roxburgh Crescent Land Classification** Page 81

Report, presented by Aaron Phillips - Activities Manager Parks.

11. **Elected Members' Meeting Attendance Statistics - 1 July 2024 to 31 December 2024** Page 89

Memorandum, presented by Hannah White - Manager Governance.

12. **Council Work Schedule** Page 93

RECOMMENDATIONS FROM COMMITTEE MEETINGS

13. **Presentation of the Part I Public Risk & Assurance Committee Recommendations from its 12 March 2025 Meeting** Page 97

14. **Karakia Whakamutunga**

15. Exclusion of Public

To be moved:

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

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

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
18.	Confirmation of the minutes of the ordinary Council meeting of 5 March 2025 Part II Confidential	For the reasons set out in the Council of 5 March 2025, held in public present.	
19	Te Āpiti Ashhurst (3 bridges) Loop - Land Purchase and Progress	NEGOTIATIONS: This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings	s7(2)(i)
20.	Nature Calls - Lead Technical Consultant contract extension	THIRD PARTY COMMERCIAL: Disclosing the information could harm a company's commercial position and NEGOTIATIONS: This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings	s7(2)(b)(ii) and s7(2)(i)

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: Council

MEETING DATE: 2 April 2025

TITLE: Presentation - Massey University Foundation

RECOMMENDATION TO COUNCIL

1. That the Council receive the presentation for information.
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SUMMARY

Mitch Murdoch, Director of the Massey University Foundation, will update the Council on the Foundation's projects and plans.

ATTACHMENTS

NIL

PALMERSTON NORTH CITY COUNCIL

Minutes of the Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 05 March 2025, commencing at 9.01am

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

Members Present Online: Councillors Rachel Bowen and Karen Naylor

Apologies: Councillors Lorna Johnson, (lateness) and Kaydee Zabelin (early departure)

Councillor Lorna Johnson entered the meeting at 9.18am during consideration of clause 31-25. She was not present for clauses 28-25 to 30-25 inclusive.

Councillor Rachel Bowen left the meeting at 11.55am during consideration of clause 31-25. She entered the meeting again at 1.27pm. She was not present for clauses 31.2-25 to 35-25 inclusive.

Councillor Kaydee Zabelin left the meeting at 2.32pm during consideration of clause 40-25. She was not present for clauses 40-25 to 43-25 inclusive.

Karakia Timatanga

Councillor Marshall-Lobb opened the meeting with karakia.

28-25 Apologies

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council receive the apologies.

Clause 28-25 above was carried 15 votes to 0, the voting being as follows:

For:

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

Declaration of Interest

Councillor Grant Smith declared a conflict of interest in Item 10 Approval for the Mayor to travel to China for the 3rd New Zealand - China Mayoral Forum in May 2025 (clause 31-25), he vacated the chair and took no part in debate.

29-25 Confirmation of Minutes

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

That the minutes of the ordinary Council meeting of 12 February 2025 Part I Public be confirmed as a true and correct record.

Clause 29-25 above was carried 15 votes to 0, the voting being as follows:

For:

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

30-25 Review of the Delegations Manual 2025

Memorandum, presented by Sarah Claridge, Governance Advisor.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council adopt Part 1: Introduction (Attachment 1) to replace the current Part 1 in the Delegations Manual 2023.
2. That Council adopt the revisions to the Delegation Manual as outlined in section 4 of this report, noting any changes.
3. That Council delegate authority to the Chief Executive to amend the Fees and Charges 2024-25 to add any roles (as relevant) following the organisational realignment.

Clause 30-25 above was carried 15 votes to 0, the voting being as follows:

For:

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

The Mayor vacated the chair.
The Deputy Mayor took the chair.

31-25 Approval for the Mayor to travel to China for the 3rd New Zealand - China Mayoral Forum in May 2025

Memorandum, presented by Gabrielle Loga, Manager International Relations, and the Mayor Grant Smith.

The invitation letter was tabled.

Councillor Lorna Johnson entered the meeting at 9:18am

Moved Debi Marshall-Lobb, seconded Leonie Hapeta.

RESOLVED

1. That Council approve the Mayor to travel to China to attend the third China - New Zealand Mayoral Forum from 18 May to 23 May 2025.
2. That Council approve up to \$2,500 total for international flight tickets and incidental costs associated with the Mayor's travel to China.

Clause 31-25 above was carried 14 votes to 1, the voting being as follows:

For:

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

Against:

Councillor Karen Naylor.

The Deputy Mayor vacated the chair.
The Mayor took the chair.

32-25 Public Comment

Wiremu Te Awe Awe and Ruma Karaitiana from Rangitāne o Manawatū spoke in support of the proposed Te Motu o Poutoa Council-Controlled Organisation.

Moved Grant Smith, seconded Patrick Handcock.

RESOLVED

1. That Council receive the public comment.

Clause 32-25 above was carried 16 votes to 0, the voting being as follows:

For:

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

34-25

Annual Budget (Plan) 2025/26 - Adoption of Consultation Document and Supporting Information

Memorandum, presented by Cameron McKay, General Manager – Corporate Services and Scott Mancer, Manager - Finance.

Elected Members agreed to reinstate Programme 2549 – Street Lighting Infill Survey in the understanding that it is a necessary first step to provide an adequate level of service, and instructed further savings in Council's operations to maintain the proposed rates increase in the Consultation Document.

Moved Lorna Johnson, seconded Brent Barrett.

RESOLVED

- 1A. That funding of \$120,000 for Programme 2549 – Street Lighting Infill Survey be reinstated for year 2025/26, and savings of \$120,000 be found elsewhere in City Operations.

Clause 34-25 above was carried 13 votes to 1, with 2 abstentions, the voting being as follows:

For:

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

Against:

Councillor Mark Arnott.

Abstained:

Councillors Karen Naylor and William Wood.

Councillor Rachel Bowen left the meeting at 11.55am.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council adopt the Supporting Information (Attachment 2) as the material relied upon to prepare the Consultation Document for the 2025/26 Annual Budget (Plan) as amended; noting the reduction in the Professional Services Budget (Attachment 1).
2. That Council adopt the Consultation Document (Attachment 3) for the 2025/26 Annual Budget (Plan).

Clause 34-25 above was carried 14 votes to 1, the voting being as follows:

For:

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

Against:

Councillor Karen Naylor.

The meeting adjourned at 12.10pm
The meeting resumed at 1.10pm

35-25 Submission on NZTA Waka Kotahi Speed Limit Consultation

Memorandum, presented by James Miguel, Senior Transport Planner.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council approve the Submission on NZTA Waka Kotahi Speed Limit Consultation included in Attachment 1.
2. That the Mayor and Deputy Mayor be authorised to approve minor amendments to the Submission on the NZTA Waka Kotahi Speed Limit Consultation, prior to lodgement with NZTA Waka Kotahi.

Clause 35-25 above was carried 15 votes to 0, the voting being as follows:

For:

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

Councillor Rachel Bowen returned to the meeting at 1:27pm, in person.

36-25 Classification of Roads for Setting Speed Limits

Memorandum, presented by Peter Ridge - Senior Policy Analyst and James Miguel - Senior Transport Planner.

Moved Grant Smith, seconded Karen Naylor.

RESOLVED

2. That the Council classify Tennent Drive, Bypass Road, Tennent On-Lane West Drive, Tennent Off-Lane East Drive, and the lower part of Summerhill Drive (as shown in Attachment 2 in the report titled Speed Limit Reversals presented to the Strategy and Finance Committee on 26 February 2025) as:

Peri-urban, and note that this would mean that the speed limits for these roads would remain unchanged and not be required to be reversed.

Clause 36-25 above was carried 15 votes to 1, the voting being as follows:

For:

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

Against:

Councillor William Wood.

Moved Grant Smith, seconded Karen Naylor.

RESOLVED

1. That the Council note the further clarification provided about road classifications.
3. That the Council classify Railway Road (as shown in attachment 3 in the report titled Speed Limit Reversals presented to the Strategy and Finance Committee on 26 February 2025) as:

Urban street (for the section from just past the intersection with The Cutting Way until just past the intersection with El Prado Drive) and rural road (for the section from just past the intersection with El Prado Drive until just past the intersection with Roberts Line), and note that this would mean that the speed limits for these roads would remain unchanged and not be required to be reversed.

Clause 36-25 above was carried 16 votes to 0, the voting being as follows:

For:

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

37-25

Submission on Resource Management (Consenting and Other System Changes) Amendment Bill

Memorandum, presented by Jono Ferguson-Pye, Manager City Planning and Greg Vossler, Consultant Planner.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council receive the memorandum titled "Submission on Resource Management (Consenting and Other System Changes) Amendment Bill."

Clause 37-25 above was carried 16 votes to 0, the voting being as follows:

For:

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

38-25 Council Work Schedule

Moved William Wood, seconded Mark Arnott.

That the Chief Executive report back on the progress of Kakatangiata be added to the work schedule.

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

1. That Council receive its Work Schedule dated 5 March 2025.

Clause 38-25 above was carried 16 votes to 0, the voting being as follows:

For:

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

RECOMMENDATIONS FROM COMMITTEE MEETINGS

39-25 Sustainability Committee Part I Public - 19 February 2025

Councillor Barrett, Chair of Sustainability Committee presented the recommendation below:

Moved Brent Barrett, seconded Karen Naylor.

RESOLVED

1. That Council adopt the recommendation from the Sustainability Committee of 19 February 2025:

Deliberations report on Te kaupapahere mō te tūwhita me te manawaroa o te kai Food security and resilience policy (clause 3-25)

Report, presented by Julie Macdonald, Strategy and Policy Manager.

The COMMITTEE RECOMMENDS

1. That the Committee recommend Council adopt *Te kaupapahere mō te tūwhita me te manawaroa o te kai* Food security and resilience Policy, Attachment 2 of this memorandum.

Clause 39-25 above was carried 14 votes to 0, with 2 abstentions, the voting being as follows:

For:

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

Abstained:

Councillors Mark Arnott and William Wood.

40-25 Strategy & Finance Committee Part I Public - 26 February 2025

Councillor Naylor, Deputy Chair of the Strategy and Finance Committee presented the recommendations below:

Councillor Kaydee Zabelin left the meeting at 2:32pm.

Moved Karen Naylor, seconded William Wood.

RESOLVED

1. That Council adopt the recommendations from the Strategy & Finance Committee of 26 February 2025:

Classification of Council Reserves (clause 11-25)

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

The **COMMITTEE RECOMMENDS**

1. That Council declare all land parcels identified in Attachment 1 column 5 and column 6 to be reserves and classify them (as shown in column 3), pursuant with either Section 14 or 16 of the Reserves Act 1977.
2. That Council apply to the Minister of Conservation to re-classify the three land parcels of Pari Reserve (Lot 3 DP 33102, Sec 5 SO 37111 and Sec 6 SO 37111) from Recreation Reserve to Local Purpose: Stormwater Reserve; as identified in Attachment 1 column 7 and pursuant to Section 24 of the Reserves Act 1977,
3. That Council note that Council has fulfilled all legal obligations required by Sections 14, 16, 24 and engagement sections 119 and 120 of the Reserves Act 1977, acting under delegation of the Minister of Conservation.
4. That Council note all four Atawhai Park land parcels (Lot 1 DP 41653; Lot 2 DP 41653; Lot 11 DP 1880; Lot 1 DP 48076) have been removed from the current classifications process, as discussed in section 3 of this report.

RESOLVED

2. That Council not adopt the recommendation from the Strategy & Finance Committee of 26 February 2025:

Speed Limit Reversals (clause 12-25)

Memorandum, presented by Peter Ridge, Senior Policy Analyst and James Miguel, Senior Transport Planner.

The **COMMITTEE RECOMMENDS**

1. That the Council confirm the following speed limit reversals:

Change the speed limit for Tennent Drive, Bypass Road, Tennent On-Lane West Drive, Tennent Off-Lane East Drive, and the lower part of Summerhill Drive from 60km/h to 70km/h as shown in Attachment 2.

Clause 40-25 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

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

Abstained:

Councillor Brent Barrett.

EXCLUSION OF PUBLIC

41-25 Recommendation to Exclude Public

Moved Grant Smith, seconded Debi Marshall-Lobb.

RESOLVED

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
18.	Renewal of Streetlight and street sweeping component of road maintenance contract	NEGOTIATIONS: This information needs to be kept confidential to ensure that Council can negotiate effectively, especially in business dealings	s7(2)(i)
19.	Reappointment of Trustees/Directors on Council Controlled Organisations	PRIVACY This information needs to be kept private to protect personal information that is	s7(2)(a)

		confidential or sensitive. This includes people who are no longer alive.	
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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 Vic Maggs, Angela Howell, Taine Leader from Fulton Hogan be permitted to remain after the public has been excluded for Item 18: Renewal of Streetlight and street sweeping component of road maintenance contract.

They are to remain due to their knowledge and ability to assist the meeting in speaking to item 18 and answering questions, noting that such person/s will be present at the meeting only for the specified item.

Clause 41-25 above was carried 15 votes to 0, the voting being as follows:

For:

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

The public part of the meeting finished at 2.26pm

Confirmed 2 April 2025

Mayor

MEMORANDUM

TO: Council

MEETING DATE: 2 April 2025

TITLE: The Globe 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

RECOMMENDATIONS TO COUNCIL

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

1. ISSUE

- 1.1 The Globe Theatre Trust (the Globe) 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 Globe 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 2024.

2. BACKGROUND

- 2.1 The Globe was set up as a CCO to independently manage and promote the Globe Theatre as a venue for hire. 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.
- 2.2 In February 2025, Council resolved to make the Globe 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 Globe continue to present an annual Statement of Intent and unaudited Annual Report.

- 2.3 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.

3. COUNCIL OBJECTIVES FOR THE GLOBE THEATRE

- 3.1 It is good practice for a shareholder of a CCO (eg. 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 Globe 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 Globe Theatre are:

- **Objective 1: Provide and support cultural facilities:** The Globe Theatre 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 Globe has incorporated these objectives into their key performance indicators which are grouped as:

- Ensure that there are more and more visible arts and activities at the Globe that contribute to the Council's aspiration as a creative and exciting city;
- Support the local performing arts community to showcase their diverse talents at the Globe;
- Maintain and develop facilities that enable our communities to produce and enjoy the very best performing arts that can be offered, ensuring that the Globe remains a cutting edge, visible and resilient cultural institution/facility.

4. PERFORMANCE FOR THE SIX MONTHS JULY TO DECEMBER 2024

- 4.1 Six-month reports allow Council to track the Globe'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.
- 4.2 Highlights from the Globe's six-month report (Attachment 1) include the following:
- Graeme James performed to a sold-out crowd in Globe 1.
 - Hosted 20 national events and 10 international events over the reporting period including King Kapisi & Che Fu; the New Caledonian Film Festival; Capital Pro Wrestling, Ed Byrne (Ireland) and Checkerboard Lounge (Aus).
 - The NZ Blues, Roots & Groove Festival in September attracted large crowds.
- 4.3 All of the Globe's performance measures are on track to achieving their target (see Attachment 2). Slow ticket sales for some shows meant that the Globe Theatre management spoke with hirers, who agreed to re-schedule several shows to later in the year. This has meant the measures: "Number of participants" and "Number of collaborated performances" are slightly behind their set target. However, management is confident these two measures will be met.
- 4.4 Table 1 compares performance results for the last three years, 2022-2024.

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
Number of usages	Actual Target*	314 338	329 263	383 296	↑
Number of performances	Actual Target*	178 120	173 114	141 151	→
Total Patronage - in attendance	Actual Target*	14,693 13,500	15,521 8,092	12,692 11,850	↓
Number of national and international visiting productions performing at the Globe	Actual Target*	16 9	19 12	30 20	↑
Number of participants	Actual Target*	1,947 925	2,546 982	1,428 2077	↓

*Target is for the six-month mark

- 4.5 The number of performances, patrons and participants are all down on previous reporting periods. This has been explained by the Globe as management actively offering to reschedule shows which have slow ticket sales. Management has said that 4 shows did not proceed due to low ticket sales, 6 other planned shows did not progress due to the hirer having other commitments.
- 4.6 'Number of usages' has significantly increased compared to last year. This measures the total usages across the two theatre in the Globe. The increase in usages can be attributed to several frequent users such as the Six to Sixty Choir who uses the theatre at least 100 times a year.
- 4.7 The 'number of national and international visiting productions' continues to increase on last previous reporting periods, reflecting the ability of the Globe to attract touring shows to Palmerston North.

Financial Commentary

- 4.8 The Trust reported a small surplus of \$40k for the six-months' end which is larger than budgeted. However overall operations are down in this reporting period with both Total revenue and Total expenditure less than budgeted, due to lower than expected donations and patronage.
- 4.9 Operations over this reporting period has created a cash deficit of \$43k compared to last year's surplus of \$69k.
- 4.10 Approval has been received from Central Energy Trust for a grant of \$117k for sound and lighting equipment; reimbursement will be received outside of this reporting period.
- 4.11 The Trust's current assets (mainly cash) are nearly seven times their current liabilities which indicate the Trust's ability to satisfy its current obligations easily.

Table 2: Financial Information for Six-Month Report

	July - December 2024			July - December 2023	
Summary Financials	Actual	Budget	Variation	Actual	Variation*
Financial Performance					
PNCC Grants	92,391	90,996	1,395	87,491	4,900
Total Revenue	245,313	298,106	-52,793	230,747	14,566
Total Expenses	204,643	281,870	-77,227	210,992	-6,349
Net Surplus (Deficit)	40,669	16,236	24,433	19,754	20,915
Financial Position					
Current Assets	315,274	318,135	-2,861	317,673	-2,399
Total Assets	572,302	572,715	-413	598,968	-26,666
Current Liabilities	45,032	55,308	-10,276	106,296	-61,264
Total Liabilities	46,066	57,120	-11,054	108,881	-62,815

Equity	526,236	515,595	10,641	490,086	36,150
Cash Flows					
Total Net Cash Flows	-27,605	36,236	-42,841	68,670	-96,275
Opening Cash	334,807	275,986	334,807	242,483	92,324
Closing Cash	307,202	312,222	-10,933	311,153	-3,951

* when compared to the same period 12 months ago

5. DRAFT STATEMENT OF INTENT 2025-2028

- 5.1 The Board's focus for this Statement of Intent (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 recognises that as a community theatre, they have an important role to play in creating a pathway for emerging performers, crew members and technicians to practise their craft. This is just as important as having large audiences.
- 5.3 The Board has presented a draft SOI that aligns with Council's strategic direction and addresses the Statement of Expectation, as outlined in Table 3 below.

Table 3: Comparison of The Globe SOI with Council's Statement of Expectation

Statement of Expectation	The Globe's Draft SOI 2024-27	Officer Comments + Recommendations for Final SOI 2024-27
Contribute towards specific actions in the Arts Plan and align activities to Council's overall vision, goals, and Oranga Papaioea City Strategy.	The SOI lists the 4 Council goals and the Globe's own objectives and purpose, but no clear link is provided between the two.	The SOI needs to clearly explain how the Globe contributes to Council's strategic documents. Recommendation: Detail how the operations of the theatre link to specific objectives 1- 3 in the Arts Plan.
Develop 4-6 high-quality performance measures with officers.	9 Performance measures have been listed. Two of these the Globe are seeking council officer's assistance to review.	Potential to amend some of these performance measures to make them more relevant. For example, the measure: "Hours of use by hirers" – To better understand the usefulness of this metric we need to know the total possible hours

Statement of Expectation	The Globe's Draft SOI 2024-27	Officer Comments + Recommendations for Final SOI 2024-27
		<p>available.</p> <p>Recommendation:</p> <p>Officers work with the Globe to review the total number of performance measures to 4-6.</p>
Outline approach to good governance practices, financial sustainability, and environmental sustainability.	<p>The Globe has outlined its governance practices in the How we Operate section.</p> <p>It specifically mentions reflecting the diversity of Palmerston North.</p> <p>Financial Sustainability,</p> <p>Mentioned in the How we operate section (page 13)</p> <p>"much of its funding derives from public monies and therefore all expenditure should be subject to a standard of probity and financial prudence....</p> <p>Please also see the financial analysis in section 5.4 and Table 4 which highlights the Globe's financial situation.</p> <p>Environmental Sustainability</p> <p>The Board states it will 'work towards zero waste in its operations and in developing technologies and processes which reduce the carbon footprint of the theatre..'" (Page 13)</p>	Satisfies Statement of Expectation.
Outline your approach to upholding the mana of Te Tiriti o Waitangi including working in partnership with Rangitāne o Manawatū	Mentioned in the foreword (page 6) The Globe talks about boosting Māori representation in theatre by promoting the use of the	Satisfies Statement of Expectation.

Statement of Expectation	The Globe's Draft SOI 2024-27	Officer Comments + Recommendations for Final SOI 2024-27
(see page 7 of the Oranga Papaioea City Strategy)	theatre with Rangitāne and the wider Māori community.	
Outline your approach to engaging with and enabling participation by under- represented communities	The Globe states under the Nature and Scope of Activities Objective 1 states providing a hire service that is responsive to the needs of hirers and is enabling and supportive. Objective 2 states that it will support organisations to showcase their cultural heritage.	Satisfies Statement of Expectation.
Identify your regionally/nationally significant events based on current delivery.	The Globe has included a target for the number of regional/ national tours. It is also mentioned as an activity under Objective 1.	Satisfies Statement of Expectation.
Work with Council and other agencies to develop Economic Impact reporting for regionally/nationally significant events.	Not mentioned.	Recommendation Add an activity to progress this expectation.
Financials		Recommendations Consider seeking grant funding in 2026/2027 for the projects identified for investigation in the current year

Financial Commentary

- 5.4 The Trust anticipates sales revenue to remain consistent for the next three years. The Globe suggested in its six-month report that the foyer project and/or solar panels are being investigated, however no budget to fund either project has been set aside in the SOI.

- 5.5 The Trust's current assets (mainly cash) is almost five times its current liabilities which indicate the Trust's ability to easily satisfy its current obligations.
- 5.6 The Trust's cash position is projected to remain strong and grow significantly over the next three years - sitting above \$450k. This is because the Trust is not purchasing any major fixed assets in years 2026-2027 and 2027-2028. When questioned about its significant cash reserves, the Globe stated that it was the Board's policy to hold six months of capital in savings. The Globe has also recently signed up to the new EVANZ Ticketing Code of Practice which requires funds to be "ringfenced" to reimburse any tickets for productions that do not go ahead.

Table 4: Globe SOI Summary Financials

	Budget	SOI		
Summary Financials	24/25	25/26	26/27	27/28
Financial Performance				
PNCC Grant	182,509	185,768	189,483	193,273
Total Revenue	455,852	481,288	499,901	519,187
Total Expenses	404,674	474,976	485,725	507,511
Net Surplus (Deficit)	51,178	6,312	14,176	11,676
Financial Position				
Current Assets	417,594	476,545	532,571	586,597
Total Assets	630,206	639,156	655,183	669,208
Current Liabilities	93,201	96,101	97,951	100,301
Total Liabilities	93,462	96,101	97,951	100,301
Equity	536,744	543,055	557,232	568,907
Cash Flows				
Total Net Cash Flows	76,387	58,801	55,826	53,826
Opening Cash	334,807	411,194	469,995	522,106
Closing Cash	411,194	469,995	525,821	579,647
Financial Indicators				
Current Ratio	4.48	4.96	5.44	5.85
Working Capital	324,393	380,444	434,620	486,296

6. NEXT STEPS




- 6.1 Any comments on the draft SOI will be communicated in writing to the Globe.

- 6.2 The Globe will deliver their final SOI to the Culture & Sport Committee on 25 June 2025.

7. COMPLIANCE AND ADMINISTRATION

Does Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do, they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the achievement of action/actions in the Arts and Heritage Plan	
The action is: Carry out regular performance monitoring and reporting of the Globe Theatre Trust.	
Contribution to strategic direction and to social, economic, environmental, and cultural well-being	<p>Receiving the six-month report allows the Council to have oversight against the previously agreed SOI.</p> <p>Providing comments on the draft Statement of Intent is a mechanism for the Council to provide guidance and direction to The Globe Theatre Trust Board.</p>

ATTACHMENTS

1. Globe Theatre Trust Board_ Six Month Report _ July to December 2024 [↓](#) 
2. Performance Results - December 2024 [↓](#) 
3. Globe Theatre Trust_ Draft Statement of Intent 2025-2028 [↓](#) 

Six Month Report to Palmerston North City Council

THE GLOBE THEATRE TRUST BOARD
DECEMBER 2024



address: PO Box 132, 132 Main Street
Palmerston North
website: www.globetheatre.co.nz
email: info@globetheatre.co.nz
phone: 06 351 4409

Six Month Report to Palmerston North City Council from the Globe Theatre Trust Board December 2024

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Trust Details as at 31 Dec 2024	
Nature of Business	Theatre
Establishment Date	15 April 2002
Trustees	J Adams (Chairperson) R Harris C Wilson R Sheppard M Lobb M O'Connell
Treasurer	
Secretary	C Wilson
Address	312 Main Street PO Box 132 Palmerston North
	Telephone: (06) 351 4409
Bankers	Bank of New Zealand
Accountants	AboutTime Accounting Services Ltd
Solicitors	Cooper Rapley
Registered Office	C/ Palmerston North City Council Civic Administration Building The Square Palmerston North
Incorporation Number	1206039
Inland Revenue Number	43-006-495



STOCKHOLM
 BY BRYONY LAVERY
 DIRECTED BY MIKEL O'CONNELL
16-24 AUG
TICKETS: \$30/\$25
 PRODUCED BY THE MANAWATU THEATRE SOCIETY

Tickets available at the Box Office or online at www.globetheatre.co.nz **globe** theatre

EXECUTIVE SUMMARY

While theatre usage increased by 16% from the previous 6-Month report, theatre performances dropped by 18%. This drop in performances can be attributed to the uncertain economic climate in the country and the relationship theatre management has with hirers with regards to slow selling shows and the difficult conversations held about postponing to a later date. While not an ideal situation, experience has shown that hirers appreciate the upfront conversations and the offer to reschedule. There were also a number of performances scheduled that due to one reason or another, were cancelled by the hirer. This may be due to lack of time to rehearse, unavailability of performers and the financial situation many hirers found themselves in.

Figures 1 – 5 below, give an illustration of the various measurements the theatre tracks. With a view to our measurements for the year, the theatre is well on track to achieve its targets.

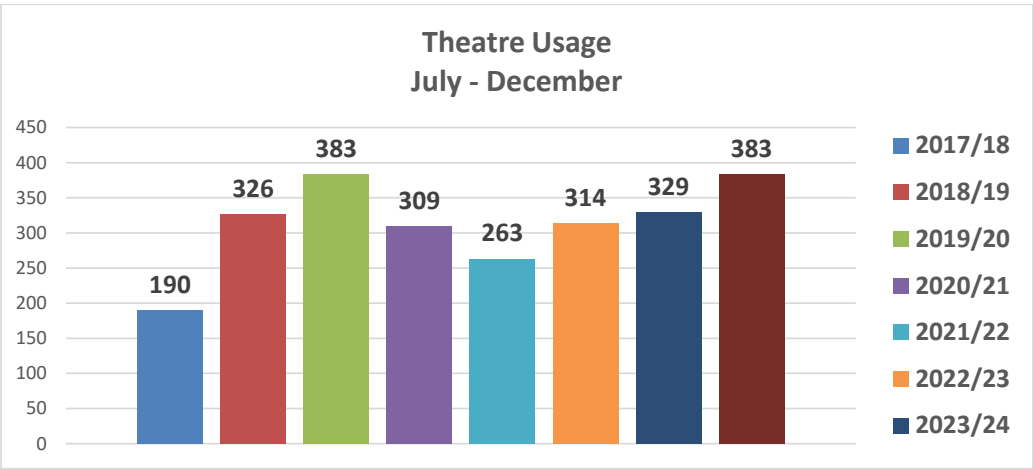


Figure 1

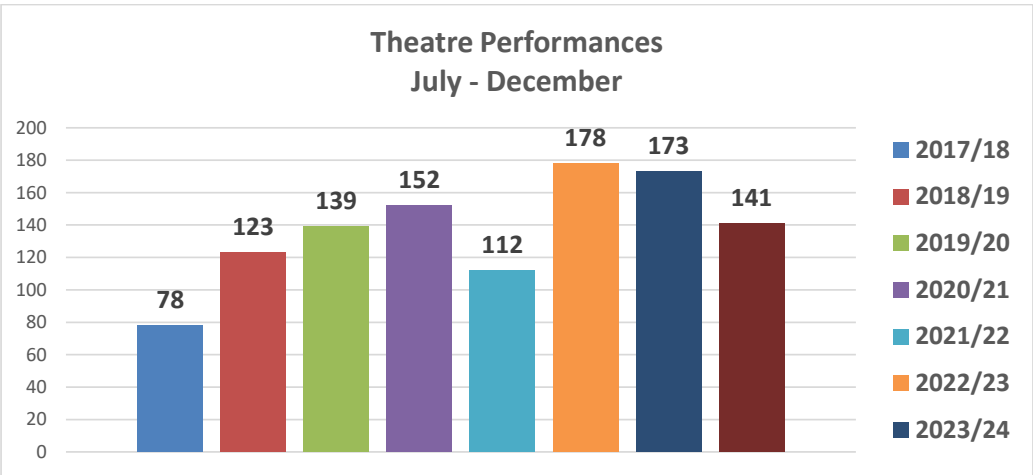


Figure 2

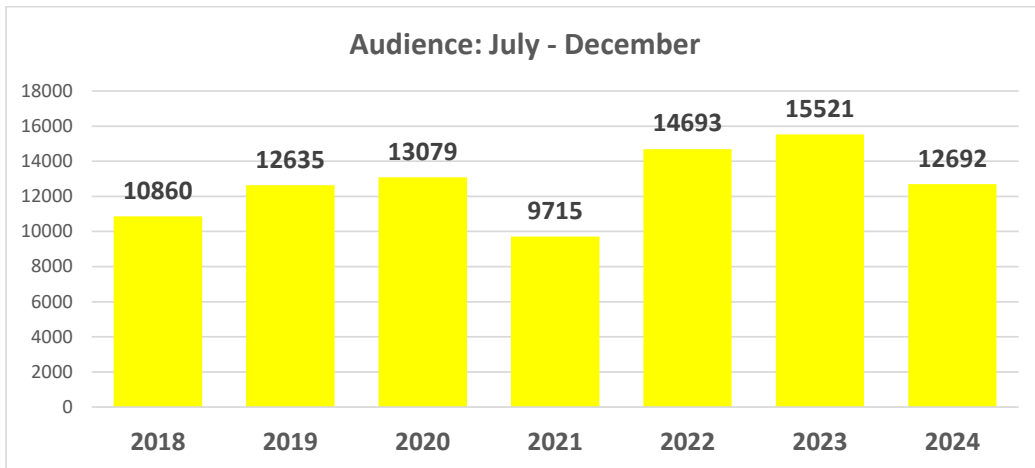


Figure 3

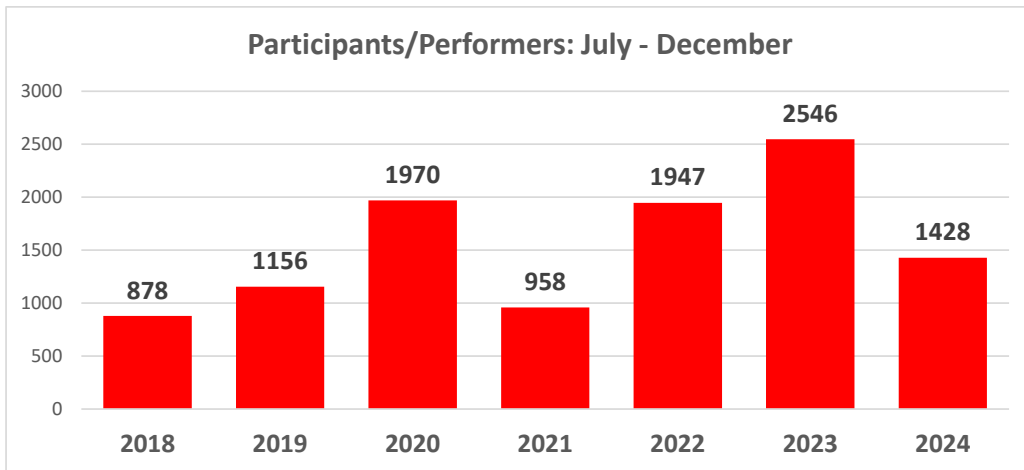


Figure 4



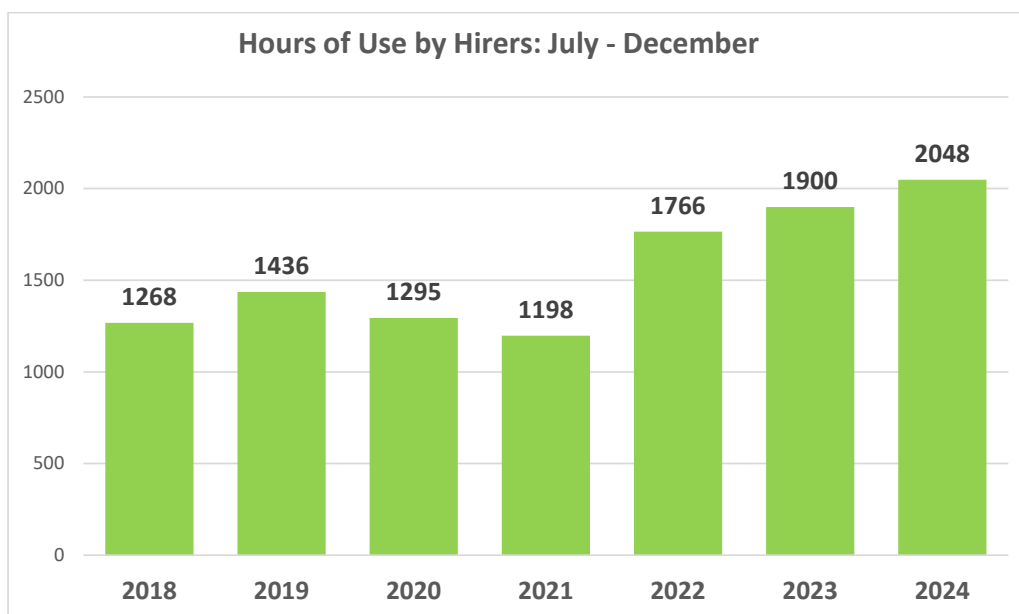


Figure 5

In keeping with the trend of previous years, 87% of usage and 74% of performances came from recognised community hirers. This includes Memorandum Of Understanding groups. Our relationship with our community continues to grow and it is a testament to the theatre that a high percentage of usages and performances come from the community. We are very proud to use the tagline “**#ShowcasingOurCommunity**” and the figures above demonstrate that we are “walking the walk and talking the talk”.

The theatre continues to bring a wide and varied selection of shows and events to Palmerston North. The following table shows the different types of performances which contributes to the vibrant arts scene in Palmerston North.

Event Category	Number of Performances	Percentage of Performances
Theatre	44	31%
Music	42	30%
Comedy	18	13%
Conferences/Presentations	16	11%
Dance	10	7%
Film	7	5%
Other	4	3%
Total	141	100%

The theatre trust board is proud of the relation we have with our community. Theatre management has shown over the years that they are very amenable to working with all hirers and strive to convert enquiries into bookings. This attitude extends to the professional arena as can be seen by the number of professional and overseas artists who visit. Connections and relationships are the glue that holds it all together and current theatre management has gone above and beyond to create and cement these relationships.

All of this plays a part in the theatre's contribution to the council's vision for Palmerston North of "Small City Benefits, Big City Ambition", and specifically

Goal 1: An innovative and growing city

Goal 2: A creative and exciting city

Goal 3: A connected and safe community

Goal 4: A sustainable and resilient city

The theatre continues to promote accessibility to the community. The Palmy Companion Card scheme is an example of how barriers to accessibility can be removed. For the 6 months July – December 2024, 27 patrons took advantage of the scheme and attended a performance at the theatre.

The Globe Theatre is one of the most diverse theatres in New Zealand. Everyone is welcome to put on a performance or event and everyone is welcome to attend a performance or event. Theatre management work with everyone to facilitate their creation. We help them bring it to the stage, or act as a rehearsal space with the production elsewhere. Manawatu Summer Shakespeare, for example, have rehearsed at the Globe Theatre and performed in the Rose Garden at the Victoria Esplanade. Anything we can do to assist someone with their event, we will do it. A similar example of working with local groups is the Tararua Allbreeds Dog Training Club. Some of their members compete with their dogs in scent trials and when the weather isn't suitable, the Globe Theatre is a perfect location for training. So perfect in fact, that in January 2025, the club are holding a SSANZ (Scent Sports Association of New Zealand) Scent Trial at the theatre using Globe 1, Globe 2 and the back carpark.

Another great example is Tainapu – Reo Māori Stand Up Comedy which took place at the theatre in July 2024. Organiser Te Hemara Rauhihi approached the theatre with a view to hosting the show. In addition to hosting the show, Tem asked if it would be possible for them to supply a person to staff the theatre bar, under our supervision. As he explained, there are very few occasions when his group of friends and colleagues can attend a venue and immerse themselves totally in the Māori language. The answer, of course, was yes. The night was a huge success, and we look forward to hosting similar groups in the future.

July – December 2024 Mentionables

- NZ Blues, Roots & Groove Festival September 2024
 - The decision to continue with this festival was not taken lightly. With the passing of Rodger Fox earlier in the year, it would have been easy to not go ahead. However, theatre management and Julie Lamb (NZBRG) felt that we had something to build on and the commitment from those involved to get behind and support the festival proved to be the correct call. Planning for 2025 has already started.
- Palmy Drag Fest – Spankie Jackzon
- Graeme James
 - Graeme has previously performed in Globe 2. In July 2024, he performed to a sold out Globe 1.
- Manawatu Theatre Society – Stockholm
- Irish comedian Ed Byrne
- \$20,000 funding for conference tables & chairs
 - \$5,000 Lion Foundation

- \$15,000 Pub Charity
- \$117,531 funding for sound & lighting equipment – Central Energy Trust
- Theatre manager, Gerry Keating, attending VMA Venue Management School in Australia
 - Received scholarship for 10% contribution to course fees
- Upgrade of theatre internet and wi-fi capabilities
- EVANZ Small Venue of the Year Award Top 3
- Theatre manager accepted onto VMA Quayclean Mentor Program
- Trust Board welcomed Mikel O’Connell and farewelled Nathan Cross
- Emilie Smith joined the team and we said “Goodbye” to assistant manager Matt Kilsby-Halliday

Looking Ahead

Theatre management is currently in the process of gathering information regarding solar panels at the theatre and work is ongoing on the theatre foyer upgrade project.

Theatre fire upgrade work due to commence in January 2025 and expected to be completed by March 2025.

Bookings for 2025 and beyond are very encouraging.

Gerry Keating
Theatre Manager

TAINAPU.
Reo Māori Stand Up Comedy

Hosted by :
Tem Rauhihi

Featuring :
**Tamati Waaka,
Teanau Tuiono**

THE GLOBE THEATRE, 312 MAIN
STREET, PALMERSTON NORTH

VISIT US OUR INSTAGRAM
@TAINAPU_IG **R18**

**SAT 6 JULY
6PM**

TICKETS: \$100

Tickets available at the Box Office or online at www.globetheatre.co.nz **globe**
theatre

Performance Measures - 6 Months to 31 Dec 2024

DEFINITIONS

USER GROUPS

MOU – has an MOU arrangement with the Globe Theatre, may be a community group or professional group

Community – the hirer is a community organisation, may or may not be performance based

Professional – the hirer is a professional performing arts practitioner, a private individual or a commercial company, may or may not be performance based

USAGE AND PERFORMANCE

Usage – A space in the theatre is set aside for a specific event, activity, or exclusive use by a hirer.

Performance – The “usage” involves an audience of any description

Note: The Theatre has two auditoria, the foyer and a rehearsal room which are all available for hire. Thus, there may be multiple uses, both across hireable spaces and of single hire spaces – for example morning and evening use in the same space - in any one day

PERFORMANCE BASED USAGE:

Theatre Performance – a dramatic performance on stage to an audience, open to the public, may be ticketed or not, or a rehearsal towards a performance in front of an audience

Music Performance – a musical performance on stage to an audience, open to the public, may be ticketed or not, or a rehearsal towards a performance in front of an audience

Comedy Performance – a comedy performance on stage to an audience, open to the public, may be ticketed or not, or a rehearsal towards a performance in front of an audience

Dance Performance – a dance performance on stage to an audience, open to the public, may be ticketed or not, or a rehearsal towards a performance in front of an audience

Film Performance – a film shown to an audience, open to the public, may be ticketed or not

NON-PERFORMANCE BASED USAGE:

Conference – a presentation on stage to an audience, may be open to the public or may be pre-registered delegates, may be ticketed or not

Celebration – a ceremony, party, or other festive event, may be open to the public or not, may involve a “performance” to an audience, may be ticketed or not

Other – a committee meeting, get-together, catch-all for small events that don’t fit the above criteria

PALMY DRAG FEST PRESENTS **SPANKIE JACKZON**
'Just The Tip'
 THURS 3 OCT
 8PM
 \$32
SOLD OUT
 Tickets available at the Box Office or online at www.globetheatre.co.nz **globe theatre**

Strategic priorities and performance monitoring for 2024/25

STRATEGIC PRIORITY 1: ENSURE THAT THERE ARE MORE ARTS AND ACTIVITIES AT THE GLOBE THAT CONTRIBUTE TO THE COUNCIL'S ASPIRATIONS FOR PALMERSTON NORTH TO BE AN EXCITING AND CREATIVE CITY.		
Outcomes	Outputs (KPIs)	
	Target 2024 SOI (12 months)	Result at December 2024 (6 months)
Number of usages	592	On track: 383 usages
Number of performances	302	On track: 141 performances
Hours of use by hirers	3,317	On track: 2,048 hours of use
Participants/Performers	4,153	On track: 1,428 participants involved in a show as organiser/performer/speaker/back stage
No of audience members	23,700	On Track: 12,692 audience members
Number of national and international visiting productions performing at the Globe	39	<p>On Track: 30 events classed as national or international performed at the Globe Theatre.</p> <p>National:</p> <p>Graeme James Capital Pro Wrestling David Correos The Flow Collective Adam McGrath Odessa Red Dog Acoustic Duo Powerhouse Blues w/ Neil & Nick Wellington Heads King Leo Turkey The Bird Spankie Jackzon Hogsnot Bulldogs Goodtime Band Elton John vs Billy Joel Tribute The JAC Ben Hurley Labour Party Half Light David & Shimna AOTANGO</p> <p>International:</p> <p>Checkerboard Lounge (Aus) Daniel Champagne (Aus) Ed Byrne (Ireland) King Kapisi & Che Fu (NZ) Bloom (Aus) Mel Parsons (NZ) New Caledonia Film Festival Kirsty Webeck (Aus) Show Do Café (Brazil) Olga Shanina (Russia)</p>

STRATEGIC PRIORITY 1: ENSURE THAT THERE ARE MORE ARTS AND ACTIVITIES AT THE GLOBE THAT CONTRIBUTE TO THE COUNCIL'S ASPIRATIONS FOR PALMERSTON NORTH TO BE AN EXCITING AND CREATIVE CITY.

Outcomes	Outputs (KPIs)	
	Target 2024 SOI (12 months)	Result at December 2024 (6 months)
Number of collaborated performances (box office splits)	32	On Track: 10 performances as box office splits Checkerboard Lounge Empty Ceilings The Flow Collective Pantoloons The JAC Corps De Burlesque Show Do Café Turkey The Bird Half Light David & Shimna

STRATEGIC PRIORITY 2: SUPPORT THE LOCAL PERFORMING ARTS COMMUNITY TO SHOWCASE THEIR DIVERSE TALENTS AT THE GLOBE, AND WORKING TO ENSURE OUR USERS REPRESENT THE DIVERSITY OF THE PALMERSTON NORTH COMMUNITY

Outcomes	Outputs (KPIs)	
	Target 2024 SOI (12 months)	Result at December 2024 (6 months)
% of total theatre usage attributed to MOU groups	50%	On track: 54% of theatre usage attributed to MOU groups
% of total theatre usage attributed to community groups	36%	On track: 33% of theatre usage attributed to community groups
Support for Rangitānenuiarawa, whānau, hapu & iwi to create and deliver arts experiences	Develop a vision and action steps for implementation	Ongoing

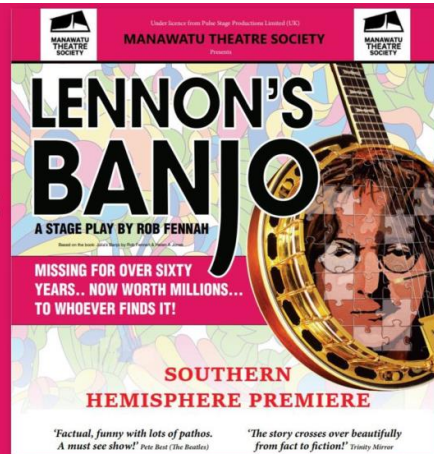
STRATEGIC PRIORITY 3: MAINTAIN AND DEVELOP FACILITIES THAT ENABLE OUR COMMUNITIES TO PRODUCE AND ENJOY THE VERY BEST PERFORMING ARTS THAT CAN BE OFFERED, ENSURING THAT THE GLOBE REMAINS A CUTTING EDGE, VISIBLE AND RESILIENT CULTURAL INSTITUTION/FACILITY.

Outcomes	Outputs (KPIs)	
	Target 2024 SOI (12 months)	Result at December 2024 (6 months)
Carry out capital development programme	Upgrade foyer	Ongoing
Contribution to environmental sustainability	Investigate Environmental Sustainability Report	This KPI was replaced with Investigate Solar Panel Installation
Support and encourage Rangitane to incorporate art at the theatre	Develop a vision and action steps for implementation	Ongoing

Manawatu Theatre
Society Presents:

Thurs 17-Fri 25 August
7.30PM

Tickets: \$25/\$20/\$15
Group 5+ \$21 each



Tickets available at the Box Office or online at www.globetheatre.co.nz **globe** theatre



WED 30 AUG
7PM

Tickets: \$20/\$10

Tickets available at the Box Office or online at www.globetheatre.co.nz **globe** theatre



19 & 20 DEC,
8pm

\$20/\$15

Tickets available at the Box Office or online at www.globetheatre.co.nz **globe** theatre

THE GLOBE THEATRE TRUST FINANCIAL STATEMENTS FOR THE 6 MONTHS ENDED 31 DEC 2024

Statement of Responsibility

We are responsible for the preparation of the Globe Theatre Trust's financial statements and statement of performance, and for the judgements made in them. We are responsible for any end-of-year performance information provided by the Globe Theatre Trust under section 19A of the Public Finance Act 1989. We have the responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting. In our opinion, these financial statements and statement of performance fairly reflect the financial position and operations of the Globe Theatre Trust for the 6 months ended 31 December 2024.

Signed on behalf of the Board:

Entity Information For 6 Months To 31 December 2024

LEGAL NAME, TYPE OF ENTITY AND LEGAL BASIS

The Globe Theatre Trust (the Trust) is a trust incorporated in New Zealand under the Charitable Trusts Act 1957 and is domiciled in New Zealand. The Trust is controlled by Palmerston North City Council (PNCC) and is a council-controlled organisation as defined under section 6 of the Local Government Act 2002, by the Council's right to appoint the Board of Trustees.

THE TRUST'S PURPOSE OR MISSION

The primary objective of the Trust is to promote the arts within Palmerston North by catering for a variety of local and touring arts and cultural events such as drama, comedy, musical theatre, dance and musical recitals, public artistic competitions, conferences, and seminars, rather than making a financial return.

STRUCTURE OF THE TRUST'S OPERATIONS, INCLUDING GOVERNANCE ARRANGEMENTS

The Globe Theatre is a Council-owned venue that is managed by a Trust Board comprising 4 Council-appointed trustees and up to 2 trustees co-opted by these appointees.

MAIN SOURCES OF THE TRUST'S CASH AND RESOURCES

The Trust Board manages the theatre complex as multi-purpose venues for hire. Principally, the venues are for the performing arts with two theatres: one a 194 tiered-seat theatre and one a flat-floor performance space with an option of up to 105 tiered-seat layouts. The Trust Board also hires the foyer/cafe-bar area separately as a meeting space. The Trust Board maintains an asset register of equipment.

The Globe Theatre complex primarily serves the performing arts community in Palmerston North with an operating subsidy from the City Council which ensures that the complex is affordable for amateur and community groups. Particularly, the Theatre was developed in 1982 as a partnership project between the City Council and the Manawatu Theatre Society and this relationship remains enshrined on the Board's Trust Deed.

The theatre provides a quality experience that is also available to professional organisations for hire.

Finally, the Trust Board raises funds to maintain its equipment and asset register to ensure that it can continue to offer that quality experience to all its clients. As part of this, the Trust Board also promotes shows to raise funds for this purpose.

Sunday Matinee Series




PRESENTS:
Papaioea Trio w/
Jillian Christoff

Sunday 20 October
2.30-3.45pm

Minimum suggested
donation \$5
(at the door)



AOTANGO
QUINTET

PROUDLY PRESENT
INTERNATIONAL TANGO DAY
CONCERT

featuring Andrew Beer (Auckland Philharmonia Concertmaster), pianist Sorni Kim (NZTrio), double bassist Gordon Hill (AP Section Principal), guitarist Sam Swindells & world champion accordionist Grayson Masefield.

MON 9 DEC,
7PM

Tickets: \$40/\$30/\$20

Tickets available at the Box Office or online at www.globetheatre.co.nz





Statement of Financial Performance for The Six Months To 31 Dec 2024

	Note	Unaudited December 2024	SOI Budget December 2024	Unaudited December 2023
Revenue				
Donations, fundraising and other similar income	2	20,167	50,150	132
Council funding	3	92,391	90,996	87,491
Investment income		6,228	2,400	5,111
Sales of Goods and Services	4	126,528	154,560	138,013
Total Revenue		245,313	298,106	230,747
Expenditure				
Costs related to providing goods and services	5	32,713	34,000	33,148
Administration and Overhead Costs	6	31,763	30,600	26,016
Employee, Trustee and Contractor Costs	7	86,685	94,470	90,443
Other Expenses	8	31,121	92,800	26,380
Depreciation		22,361	30,000	35,007
Total Expenditure		204,643	281,870	210,992
Net surplus/(Deficit)		40,669	16,236	19,754

Statement of Financial Position as at 31 Dec 2024

	Note	Unaudited December 2024	SOI Budget December 2024	Unaudited December 2023
Current Assets				
Bank accounts and cash	9	307,202	312,222	311,153
Debtors and prepayments	10	4,758	2,600	3,207
Café Stock On Hand		3,313	3,313	3,313
Total Current Assets		315,274	318,135	317,673
Non-Current Assets				
Property, Plant and Equipment	11	257,028	254,580	281,295
Total Non-Current Assets		257,028	254,580	281,295
Total Assets		572,302	572,715	598,968
Liabilities				
Current Liabilities				
Creditors and Accrued Expenses	12	20,742	36,860	85,079
Employee Costs Payable	13	23,507	18,098	20,752
Unused Grants and Donations with Conditions	14	784	350	465
Total Current Liabilities		45,032	55,308	106,296
Non-Current Liabilities				
Non-Current Liabilities		1,034	1,812	2,585
Total Non-Current Liabilities		1,034	1,812	2,585
Total Liabilities		46,066	57,120	108,881
Net Assets		526,236	515,595	490,086
Trust Equity				
Contributed Capital		100	100	100
Retained Surpluses	15	526,136	515,495	489,986
Total Retained Equity		526,236	515,595	490,086

Statement of Changes in Accumulated Funds for The Six Months To 31 Dec 2024

	Note	Unaudited December 2024	SOI Budget December 2024	Unaudited December 2023
Opening balance as at 1 July		485,466	499,259	470,232
Current Period Surplus /(Deficit)		40,669	16,236	19,754
Balance at 31 December		526,136	515,495	489,986

Statement of Cash Flows for the 6 Months To 31 Dec 2024

	Note	Unaudited December 2024	SOI Budget December 2024	Unaudited December 2023
Cash Flows from Operating Activities				
Donations and Fundraising		20,067	50,150	-1,136
Receipts from Council grants		95,541	90,996	137,798
Receipts from sale of goods and services		65,957	154,560	94,828
Interest Received		6,228	2,400	5,111
Payments to Suppliers & staff		-187,443	-251,870	-166,896
Goods and Services Tax (net)		-2,538	0	118
Net Cash Flows from Operating Activities		-2,189	46,236	69,822
Cash Flows from Investing Activities				
Purchase of Fixed Assets/Renewals		-25,416	-10,000	-1,152
Sales of Fixed Assets		0	0	0
Net Cash Flow from Investing Activities		-25,416	-10,000	-1,152
Net Increase/(Decrease) in Cash and Cash Equivalents		-27,605	36,236	68,670
Cash and Cash Equivalents at the start of the Year		334,807	275,986	242,483
Cash and Cash Equivalents at the End of the Year		307,202	312,222	311,153

Notes to The Financial Statements

1 Statement of Accounting Policies

REPORTING ENTITY

The financial statements for the Trust are for six months ended 31 December 2023 and were approved by the Board of Trustees on 26th February 2025.

BASIS OF PREPARATION

The Trust has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting – Accrual (Public Sector) on the basis that it does not have public accountability as defined and has total annual expenses of equal to or less than \$2,000,000. All transactions in the performance report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Statement of compliance

The financial statements of the Trust have been prepared in accordance with the requirements of the Local Government Act 2002, which includes the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

Measurement base

The financial statements have been prepared on a historical cost basis.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Changes in Accounting Policies

There have been no changes to accounting policies this year.

GST

The Trust is registered for GST. All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Sale of goods

Revenue from the sale of goods is recognised when the goods are sold to the customer.

Sale of services

Revenue from the sale of services is recognised by reference to the stage of completion of the services delivered at balance date as a percentage of the total services to be provided.

Theatre Hire

Charges for Theatre Hire are recognised when the Theatre is hired to the customer.

Interest Revenue

Interest revenue is recorded as it is earned during the year.

Grants

Grants received from the Palmerston North City Council are the primary source of funding to the Trust and are restricted for the purposes of the Trust meeting its objectives as specified in the Trust's trust deed.

Council, government, and non-government grants are recognised as revenue when they are received unless there is an obligation to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

Fundraising and Donations

Fundraising and donations are recognised as revenue when cash is received unless the donations have a “use or return” condition attached. If there is such a condition, then the donation is initially recorded as a liability on receipt and recognised as revenue when conditions of the donation are met.

Donated assets revenue

Revenue from donated assets is recognised upon receipt of the asset if the asset has a useful life of 12 months or more, and the value of the asset is readily obtainable and significant.

Advertising, marketing, administration, overhead and fundraising costs

These are expensed when the related service has been received.

Bank Accounts and Cash

Bank accounts and cash comprise cash on hand, cheque or savings accounts, and deposits held at call with banks. Bank overdrafts are presented as a current liability in the statement of financial position.

Debtors and other receivables

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

Investments

Deposits with banks are initially recorded at the amount paid. If it appears that the carrying amount of the investment will not be recovered; it is written down to the expected recoverable amount.

Property, plant, and equipment

Property, plant, and equipment is recorded at cost, less accumulated depreciation, and impairment losses.

Donated assets are recognised upon receipt of the asset if the asset has a useful life of 12 months or more, and the current value of the asset is readily obtainable and significant. Significant donated assets for which current values are not readily obtainable are not recognised.

For an asset to be sold, the asset is impaired if the market price for an equivalent asset falls below its carrying amount.

For an asset to be used by the Trust, the asset is impaired if the value to the Trust in using the asset falls below the carrying amount of the asset.

Depreciation

Depreciation is provided on a straight-line basis at rates that will write off the cost of the assets over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows

- Theatre Equipment 10 years (10%)
- Computer Equipment 5 years (20%)
- Furniture & Fittings 10 years (10%)

Creditors and other payables

Creditors and accrued expenses are measured at the amount owed.

Employee and contractor costs

Wages, salaries, and annual leave are recorded as an expense as staff provide services and become entitled to wages, salaries and leave entitlements. Independent contractor costs are also included where at the discretion of management these services could equally have been delivered by an employee.

Performance payments are recorded when the employee has been notified that the payment has been granted.

Superannuation contributions are recorded as an expense as staff provide services.

Employee Costs Payable

A liability for employee costs payable is recognised when an employee has earned the entitlement.

These include salaries and wages accrued up to balance date and annual leave earned but not yet taken at balance date. A liability and expense for long service leave and retirement gratuities is recognised when the entitlement becomes available to the employee.

Provisions

The Trust recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation because of a past event, it is probable that expenditure will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Income Tax

The Trust has been granted Charitable Status by the Inland Revenue Department and therefore is exempt from income tax.

Accumulated Funds

Accumulated Funds are measured through the following components:

- Retained Earnings
- Contributed Capital

Budget figures

The budget figures are derived from the statement of intent as approved by the Board at the beginning of the financial year. The budget figures have been prepared in accordance with Tier 3 standards, using accounting policies that are consistent with those adopted by the Board in preparing these financial statements.

Tier 2 PBE Accounting Standards applied

The Trust has applied the following Tier 2 Accounting Standards in preparing its financial statements.

Grant expenditure

Non-discretionary grants are those grants awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where the Globe Theatre Trust has no obligation to award on receipt of the grant application and are recognised as expenditure when approved by the Grants Approval Committee and the approval has been communicated to the applicant. The Globe Theatre Trust's grants awarded have no substantive conditions attached.

2 Donations & Fundraising Income

	Unaudited December 2024	Unaudited December 2023
Donations and Fundraising	167	132
Other	20,000	0
Total Donations and Fundraising Revenue	20,167	132

"Other" fundraising comprises:

	Unaudited December 2024	Unaudited December 2023
Lion Foundation	5,000	0
Pub Charity Ltd	15,000	0
Total "Other"	20,000	0

3 Council Funding

	Unaudited December 2024	Unaudited December 2023
PNCC Grant	92,391	87,491
Total Donations and Fundraising Revenue	92,391	87,491

4 Sales of Goods and Services

	Unaudited December 2024	Unaudited December 2023
Cafe Sales	41,801	51,310
Donations for Venue Hire	1,091	1,795
Theatre Hire	47,561	55,457
Recoverable Income	5,199	4,583
Ticket Sales (commission and shows)	30,876	24,868
Total Donations and Fundraising Revenue	126,528	138,013

5 Costs relating to providing goods and services

	Unaudited December 2024	Unaudited December 2023
Café Expenses	21,131	21,879
Recoverable Expenses	3,534	4,055
Show Expenses	8,048	7,213
Total Costs of Goods Sold	32,713	33,148

6 Administration & Overheads Costs

	Unaudited December 2024	Unaudited December 2023
Cleaning	8,854	10,085
Hire of Plant and equipment	916	0
Light, Heating and Power	8,643	8,789
Marketing	5,747	3,945
Office Costs	2,455	2,004
Postage, Printing and Stationery	415	410
Telephone and Internet	4,733	783
Total Administration and Overhead Costs	31,763	26,016

7 Employee, Technician & Trustee Remuneration Costs

	Unaudited December 2024	Unaudited December 2023
Salaries, Wages and Employment Related Costs	81,912	86,070
Trustee Remuneration	2,380	1,955
KiwiSaver Employer Contributions	2,393	2,418
Total Employee Related Costs	86,685	90,443

8 Other Expenses

	Unaudited December 2024	Unaudited December 2023
Bank Charges	432	497
Consulting and Accountancy	3,824	2,969
General Expenses	1,630	1,602
Insurance	3,753	3,127
Professional Development	5,120	1,420
Repairs and Maintenance	11,639	12,700
Security	839	661
Subscriptions and Compliance Costs	1,009	1,465
Travel Costs	2,161	1,106
Waste Disposal	714	923
Total Other Expenses	31,121	26,380

9 Bank Accounts and Cash

	Unaudited December 2024	Unaudited December 2023
Cash on Hand	395	395
Non-Profit Current	62,823	74,819
Rapid Save (donations)	246,752	235,940
Credit Card	-2,768	0
Total Cash and Cash Equivalents	307,202	311,153

10 Debtors and Prepayments

	Unaudited December 2024	Unaudited December 2023
Accounts receivable	1,495	1,601
GST Receivable	3,263	1,606
Total Creditors & Other Payables	4,758	3,207

11 Property, Plant and Equipment

	Unaudited December 2024	Audited December 2023
Computer Equipment	4,382	2,862
Furniture & Fittings	8,644	14,050
Theatre Equipment	244,003	265,006
Total Property, Plant & Equipment	257,028	281,295

There are no restrictions over the title of the Trust's property, plant, and equipment; nor is any pledged as security for liabilities.

12 Creditors and Other Payables

	Unaudited December 2024	Unaudited December 2023
Accrued Expenses	9,110	14,050
Creditors	8,482	20,722
Income in Advance	3,150	50,307
Total Creditors & Other Payables	20,742	85,079

Creditors and other payables are non-interest bearing and are normally settled on 30-day terms. Therefore, the carrying value of creditors and other payables approximates their fair value.

13 Employee and Contractor Related Costs Payable

	Unaudited December 2024	Unaudited December 2023
PAYE Payable	3,864	3,731
Holiday Pay Liability	15,639	14,745
Wages Accrual	4,003	2,276
Total Employee & Contractor Costs Payable	23,507	20,752

14 Unused Donations and Grants with Conditions

	Unaudited December 2024	Unaudited December 2023
PNCC – Companion Card Account	784	465
Total Unused Grants and Grants with Conditions	784	465

Grants received in advance relate to funding received for the provision of specific development where conditions of the grant have not yet been satisfied, and conditions include a "use or return" clause.

15 Accumulated Surpluses

	Unaudited December 2024	Unaudited December 2023
Balance at 1 July	485,466	470,232
Current Period Surplus/(Deficit)	40,669	19,754
Balance at 30 June	526,136	489,986

16 Capital Commitments and Operating Leases

The Trust has no capital commitments and no operating lease commitments (2023 \$nil).

17 Contingencies

CONTINGENT LIABILITY

The Trust has no contingent liabilities (2023 nil).

CONTINGENT ASSETS

The Trust has no contingent assets (2023 \$nil).

18 Capital Management

The Trust's capital is its equity, which comprises Trust capital and retained surpluses. Equity is represented by net assets.

The Trust deed requires the Board of Trustees to manage its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently. The Trust's equity is largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments, and general financial dealings.

The objective of managing the Trust's equity is to ensure that the Trust effectively achieves its objectives and purpose, whilst remaining a going concern.

19 Explanation of major variances against budget

At this stage in the year, generally income and expenditure should be at about 50% of annual budget. There are the following exceptions/variances:

REVENUE

1. Donations, fundraising and other similar income – Down on budget due to timing of funding application to Central Energy Trust. Received notice in December that our application had been approved. Central Energy Trust require you to pay for products/services you have applied for and then seek reimbursement.
2. Sales of Goods and Services – Down slightly due to shows postponed/cancelled due to economic climate.

EXPENDITURE

Expenditure under budget

1. Other Expenses – Expected project costs didn't materialise due to change in project focus.

20 Events after Balance Date

There were no events after balance date that require disclosure.

REPORT

TO: Council

MEETING DATE: 2 April 2025

TITLE: Transport Emergency Works

PRESENTED BY: Glen O'Connor, Manager Transport

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure
Cameron McKay, General Manager Corporate Services

RECOMMENDATION TO COUNCIL

1. That Council approve an increase in the budget for programme 2380 Citywide – Transport – Emergency Reinstatements by \$451k to be funded by
 - a. an increase in capital revenue of \$111k from New Zealand Transport Authority – Waka Kotahi
 - b. and a budget decrease of \$340k from programme 1054 Ashhurst – Water Quality Improvements

SUMMARY OF OPTIONS ANALYSIS FOR

Problem or Opportunity	<p>There was extensive storm damage across our transport network in August and September 2024. At the November 6, 2024 meeting, Council approved \$1.780m of Emergency Works funding to repair this damage, based on co-funding of approximately \$908k of this coming from NZ Transport Agency Waka Kotahi (NZTA). NZTA have subsequently confirmed their co-funding share will be \$664k, leaving a shortfall of \$244k. Officers can repair the transport network within this allocated sum, so no further funding is required from Council.</p> <p>There was a separate extensive roadside slip on Kahuterawa Road in November 2024. There are both private properties and Council assets (Recreation Hub and Arapuke Trails) down Kahuterawa Road, past this slip. This slip will continue to worsen if repairs are not undertaken, causing loss of access to the properties behind the slip, as there is no alternative access to these properties. Officers applied to NZTA for \$695k Emergency Works co-funding and received this full amount. Officers now seek \$340k funding for the Council share of this works (49% of the \$695k).</p>
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OPTION 1: Preferred Option	Council reduce the budgeted NZTA funding to meet the funding provided by NZTA for the August and September 2024 storm events, and that fund an additional \$340k Emergency Works to allow repairs to Kahuterawa Rad to be undertaken
Community Views	Whilst the views of the wider community have not been gauged, it is envisaged that maintaining access to the private land and Council assets behind the slip will be viewed as a necessity.
Benefits	The community can access private properties and Council assets.
Risks	There are no major risks with this approach.
Financial	That the final design method is confirmed, and the subsequent installation cost is above the current funding amount of \$695k.
OPTION 2:	Do not repair the slip on Kahuterawa Road
Community Views	Whilst the view of the wider community has not been gauged, it is envisaged that this will be viewed negatively, due to the loss of access to private property and Council assets.
Benefits	There would be an initial saving of \$340k (the 49% Council share of these works) from not repairing the slip.
Risks	Access would eventually be lost to private property and Council assets, with no alternative route past the slip, upon the growth of this slip that would occur without any repairs to this site.
Financial	Short term savings may be made from not repairing the slip. It is likely that greater costs would be incurred to reinstate this road after further slips as there is no inexpensive way to construct alternative access.

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 There was extensive storm damage across our transport network in August and September 2024. Officers applied for \$1.780m of Emergency Works co-funding from NZTA for the August and September events, with approximately \$908k of this coming from NZTA. At its meeting on November 6 2024, Council approved this \$1.780m of funding, including NZTA's 51% co-funding. NZTA have subsequently confirmed their co-funding share will be \$664k, leaving a shortfall of \$244k. Officers are working through the repairs and believe they can adequately repair the transport network within this allocated sum, so no further funding is required from Council for these works.
- 1.2 There was a further extensive roadside slip on Kahuterawa Road in November 2024. There are both private properties and Council assets (Recreation Hub and bike park). This slip will continue to worsen if repairs are not undertaken, causing loss of access to the properties behind the slip, with no alternative access. There is a 20 metre drop from the road down to a stream, and no

easy ability to move the current road alignment away from the slip or stream due to the topography in the area. Should a further sudden failure of the slip site occur, it is likely that access past the slip would be lost for many months until repairs could be made. For this reason, Officers have progressed repairs with urgency. Officers applied for \$695k Emergency Works co-funding from NZTA and received this full amount. Officers now seek \$340k additional funding for the Council 49% share of this works.

- 1.3 It is important to get this slip repaired as soon as possible.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 At the November 6, 2024, Council approved the funding of \$1.780m for the Emergency Works repairs resulting from the August and September 2024 storm event, based on co-funding of circa \$908k from NZTA.
- 2.2 Council has made no previous decisions on the November 2024 slip that occurred on Kahuterawa Road.

3. DESCRIPTION OF OPTIONS

- 3.1 For the August and September 2024 storm events, the primary option is to reduce the amount of budget to match the reduced NZTA funding.
- 3.2 For the Kahuterawa Road slip, there are only two primary options in that the slip is either repaired or it is not repaired.

4. ANALYSIS OF OPTIONS

- 4.1 For the August and September 2024 storm events, the secured Emergency Works funding from NZTA, combined with the Council share, is adequate to fund the required repairs.
- 4.2 To not repair the slip on Kahuterawa Road as soon as possible risks causing loss of access to the private properties and the Recreation Hub. Once access was lost to these properties, the repair costs could be many millions of dollars and would take many months to repair. Risking this scenario, to potentially save \$340k, is not the favoured option.
- 4.3 Financial Analysis

Current Revised Budget \$000s	Expenditure	NZTA Share	Council Share
Emergency Works Opex	356	182	174
Capex Programme 2380	1,424	726	698
Current Revised Budget	1,780	908	872

Proposed Revised Budget \$000s	Expenditure	NZTA Share	Council Share
Emergency Works Opex	356	182	174
Capex Programme 2380	1,180	483	698
Total	1,536	665	872
Add Kahuterawa Rd (Prog 2380)	695	354	340
Total Proposed Revised Budget	2,231	1,019	1,212
Budget Movements \$000s	451	111	340

This increase in budget will be offset by a decrease in the budget for Programme 1054 Ashhurst – Water Quality Improvements by \$340k. As a result, there will be no debt impact from this budget change.

There is a risk, due to the tight timeframes for the procurement and construction of these repairs, that some of this work is not completed in the current financial year. If this was the case, Officers would then request a carry-over of remaining budgets into next financial year to complete these works.

5. CONCLUSION

- 5.1 For the August and September 2024 storm events Officers believe the realistic option is to reduce the amount of budget to match NZTA funding.
- 5.2 Officers believe the realistic action is to repair the Kahuterawa Road slip, as quickly as possible, utilising co-funding between NZTA and Council.

6. NEXT ACTIONS

- 6.1 Officers will continue to repair the damage from the August and September 2024 storm events.
- 6.2 Should this funding be secured, Officers will progress the repairs to Kahuterawa Road. A communications plan around the future works will be developed.

7. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative	No

procedure?	
Is there funding in the current Annual Plan for these objectives?	No
Are the recommendations inconsistent with any of Council's policies or plans?	No
<p>The recommendations contribute to:</p> <p>Whāinga 1: He tāone auaha, he tāone tiputipu</p> <p>Goal 1: An innovative and growing city</p> <p>Whāinga 3: He hapori tūhonohono, he hapori haumarū</p> <p>Goal 3: A connected and safe community</p>	
<p>The recommendations contribute to this plan:</p> <p>3. Mahere tūnuku</p> <p>3. Transport Plan</p> <p>The objective is: Develop, maintain, operate and renew the active and public transport network to deliver Council goals, the purpose of this plan, and the Government Policy Statement on Transport.</p>	
Contribution to strategic direction and to social, economic, environmental and cultural well-being.	The issues discussed in this report are key to delivering a safe, well maintained and well utilised transport network.

ATTACHMENTS

Nil

REPORT

TO: Council

MEETING DATE: 2 April 2025

TITLE: Roxburgh Crescent Land Classification

PRESENTED BY: Aaron Phillips - Activities Manager Parks

APPROVED BY: Chris Dyhrberg, General Manager Infrastructure

RECOMMENDATIONS TO COUNCIL

1. That Council declare approximately 400 m² of the access leg portion of Pt Lot 2 DP 60866 contained in certificate of title WN31C/75 to be road reserve.
2. That Council declare approximately 5,084 m² of Pt Lot 2 DP 60866 contained in certificate of title WN31C/75 on and over the stopbank of the Manawatū River Park to be recreation reserve under the Reserves Act 1977.
3. That Council make the reserve declaration and classifications in resolution 1 and 2 subject to:
 - a. The Plan Change E: Roxburgh Residential Area becoming operative, and
 - b. Subdivision of the surrounding land that ensures that the road reserve portion of this reserve declaration is contiguous with a vested road reserve at the time of subdivision.
4. That Council note that:
 - a. the precise partition of area between the road and recreation reserves portions will be determined at the time of the subdivision of the surrounding land in order to align with the road reserves created during that residential subdivision.
 - b. The portion to be declared road reserve will require subdivision from the portion that will be recreation reserve. This will be carried out at the time of subdivision of the surrounding land and associated roads.

SUMMARY OF OPTIONS ANALYSIS FOR

Problem or Opportunity	Council must decide on the proposed reserve classification of land it owns in the Roxburgh area in order to provide certainty about intentions for proposed Plan Change E: Roxburgh Residential Area and comply with the Reserves Act.
OPTION 1:	Classify the land in two parts, part road reserve and part recreation reserve , with the classification subject to the Plan Change approval and subdivision occurring in a manner that ensures the road portion of the proposed classification is contiguous with a vested road reserve at the time of subdivision.
Community Views	2 submissions were received making points related to but not opposing the proposed reserve declaration and classification.
Benefits	Supports Plan Change E decision-making processes. Protects the land on the river side of the stop bank as reserve.
Risks	That the Plan Change proceeds in a way that might require the proposed reserve classification for the road portion to be revisited.
Financial	Small cost to process a minor subdivision and small legal fees to carry out gazetting, both in future years and can be covered by planned operational budgets.
OPTION 2:	Do not classify the land as reserve
Community Views	2 submissions were received making points related to but not opposing the proposed reserve declaration and classification.
Benefits	Land is not covered by the Reserves Act meaning greater flexibility to its uses.
Risks	May introduce uncertainty for aspects of proposed Plan Change E if Council is unwilling to see part of the land used as road reserve.
Financial	This option would result in considerable additional costs as the proposed Plan Change would need to be reworked around Council's land holding

RATIONALE FOR THE RECOMMENDATIONS

1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY

- 1.1 Council must decide on the proposed reserve classification for land it owns in the Roxburgh area in order to provide certainty about intentions for proposed Plan Change E: Roxburgh Residential Area and comply with the Reserves Act.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 Council has been processing a plan change for the industrially zoned land at Roxburgh Crescent, to rezone it from industrial land uses to residential.
- 2.2 Within and adjacent to the plan change area Council owns a parcel of land, Part Lot 2 DP 60866, that has not had a purpose classified.
- 2.3 Council received a [report](#) to notify the proposed Plan Change E: Roxburgh Residential Area and this proposal to classify the Council owned Part Lot 2 DP 60866 at the 14 August 2024 Strategy and Finance Committee meeting.
- 2.4 The report recommended classifying the land in two portions – part into road reserve and the balance part as recreation reserve as shown in Figure 1.



Figure 1: Proposed classification areas

2.5 Council resolved (Resolution 38-24):

That the Chief Executive prepare a public consultation document for part of the Council owned land at 22 Roxburgh Crescent to be classified as Recreation Reserve, and the balance part to be classified as Local Purpose (Road) Reserve, pursuant to section 14 of the Reserves Act 1977, and for this consultation to be undertaken in parallel with the public notification of the Palmerston North City District Plan: Proposed Plan Change E – Roxburgh Residential Area.

2.6 Consultation was carried out from 18 October to 19 November 2024 and Council heard submissions and received a summary of submissions [report](#) at the Strategy and Finance Committee meeting on 26 February 2025.

2.7 This report considers the submissions and requests a decision on the land classification.

3. CONSIDERATION OF SUBMISSIONS:

3.1 Two submissions were received.

Submission 1 supported the classification but requested it be postponed until after the plan change in order to manage operational and health and safety risk for the surrounding property holder.

Council Comment:

Council needs to decide on the land classification before the Plan Change is heard by independent commissioners in order to provide that process with a clear position.

The submitter's requests can be met by making the implementation of a classification subject to the Plan Change approval and subdivision occurring in a manner that ensures the road portion of the proposed classification is contiguous with a vested road reserve at the time of subdivision.

Submission 2 makes points that relate to the Plan Change matters and as such was referred on to that process. The submitter did not directly comment on the proposed reserve classification in either their written submission or at the hearings.

4. DESCRIPTION AND ANALYSIS OF OPTIONS

Option1: Classify the land in two parts, part road reserve and part recreation reserve, with the classification subject to the Plan Change approval and subdivision occurring in a manner that ensures the road portion of the proposed classification is contiguous with a vested road reserve at the time of subdivision.

- 4.1 Option 1 would see Council approve the classification in accordance with that proposed to the community. It would allow the plan change to be considered with a clear position of Council as it relates to future road reserves.
- 4.2 The classification of the land into road and recreation reserve portions will require the subdivision of Pt Lot 2 DP 60866.
- 4.3 The subdivision and reserve classification should occur at the same time as the subdivision of the surrounding land and associated road reserve. This will manage the health and safety of public access raised by one submitter and ensure that the portion to be classified as road reserve is consistent and practical for any future roading layout.

Option 2: Do not classify the land as reserve

- 4.4 Under Option 2 the processes and decision for the plan change and the roading layout would need to be reconsidered and worked around Council land holding – significantly different to that considered to date under the plan change.
- 4.5 This option would require considerable extra cost and time for the plan change.

5. MEETING THE REQUIREMENTS OF THE RESERVES ACT

- 5.1 Council has completed the public notification, hearings and consideration of submissions and objections as required under the Reserves Act 1977.
- 5.2 Under the 2013 Ministerial delegations Council is authorised to classify, by gazette notice, all reserves under Section 16 (1) of the Reserves Act 1977.
- 5.3 For clarity it is noted that the land was not Crown derived, having been acquired from the Mortgage Corporation of New Zealand which exercised its power of sale to the Palmerston North City Council in 1936.

6. CONCLUSION

- 6.1 The processes of considering the community views on the proposed reserve declaration and classification has been completed. The matters of note raised in the submissions can be managed through coordination with the related industrial land rezoning and associated subdivision processes.
- 6.2 Council can proceed with the reserve declaration and classification as proposed, using the conditions proposed in the recommendation to manage the risks and issues.

7. NEXT ACTIONS

- 7.1 Proceed with a land subdivision and reserve gazetting if the rezoning proceeds and at the time of subdivision of the surrounding land, ensuring practical outcomes.

8. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 8.1 Consultation was carried out from 18 October to 19 November 2024 and Council heard submissions and received a summary of submissions [report](#) at the Strategy and Finance Committee meeting on 26 February 2025.

9. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these objectives?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to: Whāinga 1: He tāone auaha, he tāone tiputipu Goal 1: An innovative and growing city Whāinga 2: He tāone whakaihiihi, tapatapahi ana Goal 2: A creative and exciting city	
The recommendations contribute to this plan: 15. Mahere where 15. Housing Plan	

<p>6. Mahere rēhia</p> <p>6. Recreation and Play Plan</p> <p>The objective is:</p> <p>Rezone areas of Roxburgh Crescent, Ashhurst, Aokautere and Kākātangiata for housing</p> <p>Provide and maintain reserves including Reserves Act administration.</p>	
<p>Contribution to strategic direction and to social, economic, environmental and cultural well-being</p>	<p>The road and reserve classification support provision of roading to support a new housing area and protects the recreation area.</p>

ATTACHMENTS

Nil

MEMORANDUM

TO: Council

MEETING DATE: 2 April 2025

TITLE: Elected Members' Meeting Attendance Statistics - 1 July 2024 to 31 December 2024

PRESENTED BY: Hannah White - Manager Governance

APPROVED BY: Cameron McKay, General Manager Corporate Services

RECOMMENDATION TO COUNCIL

1. That Council receive the memorandum titled 'Elected Members' Meeting Attendance Statistics - 1 July 2024 to 31 December 2024' dated 2 April 2025 for information.
-

1. ISSUE

Elected Members' meeting attendance statistics are recorded and publicly reported on a six and twelve-monthly basis.

The period covered is from 1 July 2024 to 31 December 2024.

2. BACKGROUND

Notes at the bottom of Attachment 1 explain the guidelines for recording statistics.

It should be noted that attendance is only recorded for meetings of which an elected member is a member of the committee.

3. NEXT STEPS

Regular recording and reporting will continue. The next memorandum will cover the period 1 July 2024- 30 June 2025 (complete 12-month period).

4. COMPLIANCE AND ADMINISTRATION

Does the Council have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these objectives?	No
Are the recommendations inconsistent with any of Council's policies or plans?	Yes
The recommendations contribute to: (Not applicable)	
The recommendations contribute to this plan: 14. Mahere mana urungi, kirirarautanga hihiri 14. Governance and Active Citizenship Plan The objective is: To provide leadership and advocacy to Palmerston North	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	It is Council practice to record and report on elected member attendance for the purposes of transparency, at the request of Elected Members.

ATTACHMENTS

1. Elected Members' Meeting Attendance Statistics - 1 July to 31 December 2024 [↓](#) 

COMMITTEE WORK SCHEDULE

TO: Council

MEETING DATE: 2 April 2025

TITLE: Council Work Schedule

RECOMMENDATION TO COUNCIL

1. That Council receive its Work Schedule dated 2 April 2025

COUNCIL WORK SCHEDULE 2 APRIL 2025

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
1	2-April 25 June 2025	Alternative Options for BPO - Nature Calls	GM Infrastructure	Waiting on release of Taumata Arowai standards	Council 29 May 2024 Clause 95.11 -25 (rec 2)
2	2-April 2025	Extension of Contract – Nature Calls	GM Infrastructure		11-Dec-2024 clause 224-24
3	7-May 2025	Te Apiti Ashhurst Loop Track – negotiations and Recreation Fund application	GM Infrastructure	to align with 2025-26 Annual Budget (Plan) process.	8-May-2024 Clause 32
4	2-April 2025	Roxburgh Crescent Land Classification – deliberations	GM Infrastructure		14-August 2024 Clause 38-24
	2-April 7 May 2025	Draft Health Promotion Policy - Deliberation Report	GM Strategic Planning	Moved from Community Committee	28 August 2024 Clause 16-24
	2-April 2025	The Globe Theatre: Six Month Report 2024 and Draft Statement of Intent 2025-2028	GM Corporate Services	Moved from Culture and Sport Committee	
	2-April 7 May 2025	Te Manawa - Six Month Report 2024 and Draft Statement of Intent 2025-2028	GM Corporate Services	Moved from Culture and Sport Committee	
5	30 April / 1 May 2025	Hearings for the Annual Plan 2025/26	Chief Executive		Terms of Reference

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
6	7 May 2025	Deliberations for Local Water Done Well	GM Infrastructure	following Hearings at Sustainability Committee – 16 April	
7	7 May 2025	Review of PNCC Appointment of Directors Policy.	GM Corporate Services		2 Oct 2024 Clause 172
8	7 May 2025	Property options in Roslyn to support the delivery of Community Services	GM Customer & Community		
9	14 May 2025	Deliberations for the Annual Plan 25/26	Chief Executive		Terms of Reference
10	14 May 2025	Adoption of Fees and Charges	GM Corporate Services	following consultation (Trade Waste/ Planning)	12 February Clause xx-25
11	4 June 2025	Remits received from other Territorial Authorities	GM Corporate Services		Terms of Reference
12	4 June 2025	2024 Residents Survey – Action Plan	GM Strategic Planning		Terms of Reference
13	4 June 2025	Adopt Annual Plan 2025-26	Chief Executive		Terms of Reference
14	4 June 2025	Approve LWDW - Water Services Delivery Plan	Chief Executive		
15	4 June 2025	Set the Rates for 2025-26	GM Corporate Services		Terms of Reference
16	4 June 2025	Approve Borrowing for 2025-26	GM Corporate Services		Terms of Reference
17	TBC 25 June 2025	Agree revised BPO – Nature Calls	GM Infrastructure		
18	6 August 2025	Review of CEDA Directors Policy	GM Corporate Services		2 Oct 2024 Clause 172
19	6 August 2025	Report back on Investment Options for PN Airport	GM Corporate Services		6 December 2023 Clause 197-23
20	6 August 2025	Civic and Cultural Precinct Master Plan	GM Strategic Planning		Terms of Reference

#	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction & Clause
		Steering Group – 6-monthly update			
21	6 August 2025	Appointment of Trustees on Council Controlled Organisations	GM Corporate Services		Terms of Reference
22	8 Oct 2025	Adopt Annual Report 2024-25	Chief Executive		Terms of Reference
23	8 Oct 2025	Low Carbon Fund Allocations 2024/25	GM Strategic Planning	Moved from Sustainability Committee	21 August 2024 Clause 24-24
24	8 Oct 2025	Waste Management and Minimisation plan 2019 - annual progress update for 2024/25 FY	GM Strategic Planning	Moved from Sustainability Committee	9 Sept 2020 Clause 17-20
25	8 Oct 2025	Citywide Emissions Inventory 2024 Annual Report	GM Strategic Planning	Moved from Sustainability Committee	Climate Change Plan Action 3
26	8 Oct 2025	PNCC Organisational Emissions Inventory 2024/25 Annual Report	GM Strategic Planning	Moved from Sustainability Committee	Climate Change Plan Action 1
27	June 2025	Kākātangiata Development Progress Report	GM Strategic Planning	Moved to Economic Growth Committee – 11 June 2025	March 2025 Clause
28	TBC	Summerhays Reports – Partnership Models Expressions of Interest	GM Infrastructure	Lying on the Table	1 May 2024 Clause 66-24 and 74 -24
29	TBC	Effectiveness of Civics Education Initiatives – Annual progress report	GM Customer & Community		29 May 2024 Clause 95.29-24

RECOMMENDATIONS FROM COMMITTEE

TO: Council

MEETING DATE: 2 April 2025

TITLE: Presentation of the Part I Public Risk & Assurance Committee Recommendations from its 12 March 2025 Meeting

Set out below are the recommendations only from the Risk & Assurance Committee meeting Part I Public held on 12 March 2025. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

9-25 **Setting Council's Risk Management Appetite and Tolerance Levels**

Memorandum, presented by Stephen Minton, Risk Management Advisor.

The **COMMITTEE RECOMMENDS**

1. That Council reconfirm the risk appetite and risk tolerance levels as noted in section 3.1 and 3.2 of the memorandum titled 'Setting Council's Risk Management Appetite and Tolerance levels', presented to the Risk and Assurance Committee on 12 March 2025.