

Notice of Meeting:

I hereby give notice that an ordinary meeting of Hamilton City Council will be held on:

Date: Wednesday 19 August 2015
Time: 9.30am
Meeting Room: Committee Room 1
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Community Forum Subcommittee OPEN AGENDA

Membership

Chairperson	Cr M Gallagher
Deputy Chair	Cr P Yeung
Members	Cr K Green Cr D Macpherson Cr L Tooman

Quorum: Three Members

Meeting Frequency: Quarterly

Brendan Stringer
Committee Advisor

12 August 2015
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Terms of Reference:

- To provide a forum for discussion on issues affecting our community.
- Make recommendations to the Strategy and Policy Committee on community related matters.
- Receive reports from Government agencies and social services organisations working in our communities about their priorities and work in Hamilton to ensure elected members are kept up to date on social and community issues and policies.
- The Strategy and Policy Committee may ask this sub-committee to consider and report on specific social and community issues.
- This sub-committee may recommend Council involvement and/or advocacy on social issues.

Power to recommend:

- The sub-committee must make recommendations to the Strategy and Policy Committee.

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

4 Public Forum

Due to the nature of the Subcommittee a Public Forum is not required.

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Chairperson's Report

Author: Brendan Stringer

Status	<i>Open</i>
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The Chair will give a verbal Report

Recommendation

That the report be received.

1. Attachments

- 2. There are no attachments for this report.

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Community Forum
Subcommittee Open Minutes
3 June 2015

Author: Brendan Stringer

Status	<i>Open</i>
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Recommendation

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Community Forum Subcommittee Meeting of 3 June 2015.

1. Attachments

- 2. Attachment 1 - Community Forum Subcommittee Open Minutes 3 June 2015

Community Forum Subcommittee

OPEN MINUTES

Minutes of a meeting of the Community Forum Subcommittee held in Flowzone, Kakariki House, Grey Street, Hamilton on Wednesday 3 June 2015 at 9.30am.

PRESENT

Chairperson	Cr M Gallagher
Deputy Chair	Cr P Yeung
Members	Cr K Green Cr D Macpherson

In attendance	General Manager Community, General Manager Performance, Community Development & Leisure Manager, Social Development Manager, Social Development Policy Advisor, Democracy Manager
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Also in attendance	Yvonne Wilson – Project Manager, Ngā Rau Tātangi (Māori Housing Foundation) Bill Hewitt – Relationship Manager, Energy Efficiency and Conservation Authority (EECA)
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Committee Advisor	Mr B Stringer
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1. Apologies

Resolved: (Crs Gallagher/Yeung)

That the apologies from Cr Tooman and Her Worship the Mayor Hardaker be received and accepted.

2. Confirmation of Agenda

The Chair recommended that Item 8 (Wise Trust CEO Report) be deferred until the next Subcommittee meeting as the presenter was not able to attend due to another urgent engagement. Item 11 (Community Activity Report) would be taken immediately after Item 7 (Action List).

Resolved: (Crs Gallagher/Yeung)
The Committee to confirm the Agenda as updated.

3. Declarations of Interest

No members of the Subcommittee declared a Conflict of Interest.

4. Public Forum

There was no public forum.

5. Chairperson's Report

No Chairperson's Report was required for the Meeting.

6. Community Forum Subcommittee Minutes 15 April 2015

Resolved: (Crs Gallagher/Green)
That the Subcommittee confirm and adopt as a true and correct record the Minutes of the Community Forum Subcommittee Meeting of 15 April 2015.

7. Community Forum Subcommittee Action List

The General Manager Community and Community Development & Leisure Manager updated the Subcommittee and responded to questions on the following points:

- **Community Occupancy Policy**
The six-monthly report would be presented at the next Subcommittee meeting, with a further report in December 2015. In the next report, staff would canvass options and the process for the Subcommittee to review applications received under the Policy that related to community matters.
- **Sustainability Report**
Staff were requested to ascertain the status of the report and when the Sustainability Leadership Forum was due to meet. An update was to be provided at the next Subcommittee meeting.
- **Fairfield Feasibility Study**
There was a delay in the consultation process. Staff remained in contact with the working group.
- **Truancy**
The annual report would be presented at the next Subcommittee meeting.
- **Richmond Park School**
Staff did not find any record of financial investment by Council in the hall located at the school. The Ministry of Education (MoE), which would retain ownership of the hall, have provided assurances that the community would continue to have access. The hall was not currently being used.

Resolved: (Crs Gallagher/Yeung)

That staff:

- a) include the hall facilities at Richmond Park School in the Community Facilities Review;
- b) raise this issue with the MoE at the next bi-monthly meeting; and
- c) initiate a joint consultation, together with the MoE, for community groups in the Richmond Park area for the future use of the hall and area.

- **Social Wellbeing Strategy**

It was clarified that the Subcommittee's role would be to:

- check the strategy remained fit for purpose; and
- assume an audit function in order to ascertain actions that are completed or need to be progressed.

- **DHB - Suicide Prevention Plan**

The Ministry of Health was continuing to work with the Waikato District Health Board on the plan. Staff would enquire as to whether a draft report could be released to the Older Persons Advisory Panel.

- **Older Persons Advisory Panel**

The Chair and Cr Yeung would work with staff to collate topics to discuss with the Advisory Panel.

At the request of Elected Members, staff would ensure that timeframes for completion and reporting of specific items were incorporated into the Action List for future meetings.

Resolved: (Crs Gallagher/Yeung)

That the Report be received.

Item 11 was taken immediately after Item 7 to accommodate external presenters.

11. Community Activity Report

The Community Development & Leisure Manager, supported by the Social Development Manager and Social Development Policy Advisor, spoke to her Report and highlighted the following matters:

- **30 under 30 project**

30 applicants received awards at an event on 29 May 2015. Each of these young people would be profiled over the coming months.

- **Community Profiles**

Staff would consider to what extent the findings from each profile can be compared to those that had been previously compiled in order to analyse and report any trends.

- **Multi-Year Grants**

Staff advised the Subcommittee that they would communicate and work with community groups that may be significantly impacted by the funding allocation decisions. Elected Members noted specific concerns for those organisations that had received Council support for a number of years. The Chair suggested that the Multi-Year Grant Allocation Committee may wish to recommend decisions to Council that could result in a materially adverse impact to a community organisation.

It was clarified that the funding amount requested, through the application process, was approximately \$2.8 million per year compared to the \$900,000 per year that was actually available for allocation.

- **Small Grants**

The maximum amount that could be allocated to an applicant was \$5,000.

Resolved: (Crs Gallagher/Green)

That the Report be received.

8. **Wise Trust CEO Report**

The Report was deferred until the next Subcommittee meeting.

9. **Ngā Rau Tātangi Report**

Yvonne Wilson, Project Manager at Te Rūnanga o Kirikiriroa, spoke to a PowerPoint presentation on the Enderley Social Housing Project, highlighted the following and responded to questions:

- **Ngā Rau Tātangi (NRT) Origins**

NRT was established to manage Te Rūnanga o Kirikiriroa Trust Inc's housing portfolio. It was in the process of registering to be a charity and was recognised as a Community Housing Provider (CHP), being a social class landlord. The Foundation's focus was the provision of social housing for Māori and Pacific Island people.

- **Resilient Urban Futures**

The Enderley Affordable Housing Project was to be the subject of Otago University research. Ms Wilson would circulate a website link to the Subcommittee in relation to that research.

- **Development Contributions**

The General Manager Performance explained that the Rūnanga would be able to apply for the relevant consent after 1 July that, if granted, would reduce the development contributions payable. Ms Wilson confirmed that that was the process with which the Rūnanga was progressing.

- **Enderley Affordable Housing Project**

The housing development would be called Wairere Village, which would embrace the model of papakāinga in an urban setting. Baileys had been appointed as agents to sell the houses; an advertising brochure was circulated to Subcommittee members. Ms Wilson advised that proceeding through Baileys, rather than through the Rūnanga itself, provided a professional face to the project and avoided any potential conflict of interest.

The Project's aim was to increase home ownership for Māori. Rent-to-buy and Rental properties were part of the Project's 'step-up approach' for those people who would not initially be in a position to purchase a property. The target customer was low to moderate income families.

As a CHP, discounted rental was available to people who qualified. The Project, in partnership with Work and Income, had provided employment opportunities to three people, with an additional two people to commence work shortly.

The development would be unit-titled, with residents agreeing to body corporate encumbrances at the time of purchase – for example, the prohibition of loud parties. A committee was to consider the design of common areas while the Māori Housing Foundation would be responsible for maintenance of general spaces.

- **Enderley Community**

It was stated that any community facility needed to be sustainable to ensure its success with local residents. Ms Wilson indicated the Rūnanga would be happy to support such a facility. The Community Development & Leisure Manager advised that staff had updated the Enderley Community of the work that had started under the Facilities Review, which it was believed would result in useful information being provided to Council to enable it to make better informed decisions.

The Chair thanked Ms Wilson for her presentation.

Resolved: (Crs Gallagher/Green)

That the Report be received.

10. Energy Efficiency and Conservation Authority Report

Bill Hewitt, Relationship Manager for EECA, noted the apologies of his colleague Alison Johnson and spoke to his PowerPoint presentation. Mr Hewitt responded to questions and highlighted the following:

- **Impact of poor performing houses**

Poorly insulated houses resulted in adverse impacts on health, including respiratory illnesses and rheumatic fever. Standards differed across the country.

- **Warm Up New Zealand: Heat Smart**

278,238 properties of the 1,450,000 houses recorded as uninsulated pre-2000 had insulation upgraded through the Warm Up programme, which provided discounted insulation installation. Heat Smart launched in 2009 and ended in 2013.

Hamilton

In Hamilton, approximately 25% of occupied dwellings had benefited from this programme; half of which are low income households. Evidence indicated rental property owners had also taken advantage of these services.

- **Warm Up New Zealand: Healthy Homes**

Healthy Homes was a three-year \$100 million retrofit programme for home insulation. It was targeted specifically at low income/high health needs households. EECA provided 60% of the funding with the remainder contributed by third-party partners and/or landlords.

- **Voluntary Targeted Rates (VTR)**

VTR enabled ratepayers to include the costs of insulating their home towards the rates payable, subject to certain conditions. About 10 local authorities currently offered VTR schemes and some permitted costs of installing appropriate heating and/or ventilation systems to also be offset. 18,500 houses had benefitted from VTR since 2009.

EECA had promoted VTR to Waikato Regional Council though it had not received any feedback. Mr Hewitt indicated EECA would be happy to talk to other local authorities and committees, including the Mayoral Forum.

The General Manager Performance advised the Subcommittee that Council considered VTR about four years ago but did not support the scheme predominantly due to the impact on Council's debt limits. Mr Hewitt confirmed that Auckland and Greater Wellington Councils had budgeted for \$10 million/year to support VTR.

Staff were asked to present a report to the Subcommittee to summarise how VTR works, what had been submitted to Council previously, offer options for the Subcommittee to consider and, if appropriate, recommend to the Strategy and Policy Committee. Elected Members

requested that the report also addressed the relationship between Council, the DHB and third-party funders and, to this end, suggested that an invitation was sent to the DHB and WEL Networks to attend the next Subcommittee meeting. Mr Hewitt agreed to provide an update as to discussions with the Waikato Regional Council.

- **Beyond Insulation**

There were a number of actions that were advocated by EECA to promote more efficient-performing homes, including use of curtains and improved ventilation.

- **Working with the DHB**

EECA would benefit from the customer information held by the DHB in order to proactively target those in need of better insulated homes.

- **National Priorities**

The current Healthy Homes programme was due to end in 2016 and EECA were awaiting confirmation as to whether there would be an extension. Mr Hewitt noted that Government received \$5 in return for every \$1 spent, principally in relation to health benefits.

The Chair thanked EECA for its presentation.

Resolved: (Crs Gallagher/Macpherson)

That:

- a) the Report be received; and
- b) staff report back to the Subcommittee on options open to Council to support EECA achieve its goals in regards to energy efficiency initiatives, particularly the Warm Up New Zealand programme.

12. Summary Discussion

The Summary Discussion Report was not required by the Subcommittee.

The Meeting closed at 11:40am.

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Sustainability Advisory Panel
March 2014 Report

Author: Ihsana Ageel

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Sustainable Hamilton</i>
Financial status	<i>There is no budget allocated</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance and Engagement Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. The purpose of this report is for the Sustainability Advisory Panel to present their March 2014 report and recommendations to Council.
3. Wayne Cartwright will be representing the Panel at this meeting as the Chair is unavailable.

4. Executive Summary

5. The Sustainability Advisory Panel was formed in September 2013 to undertake an annual technical assessment of Council's Sustainable Hamilton Strategy.
6. The Panel's inaugural annual assessment is attached for Council's consideration (Attachment 3).
7. The Chair of the Panel, Jeanette Fitzsimons, will be presenting a Chair's Report to the 22 September Strategy and Policy Committee.

8. Recommendations from Management

- a) That the report be received.
- b) That management recommendations and any new initiatives arising from the sustainability report be considered as part of the 2016/17 Annual Plan process.
- c) That the Advisory Panel's March 2014 report be sent to the Sustainable Hamilton Leadership Team for their information.

9. Attachments

10. Attachment 1 - Sustainable Hamilton Strategy
11. Attachment 2 - Sustainable Hamilton Action Plan 2013/14
12. Attachment 3 - Sustainability Advisory Panel March 2014 Report
13. Attachment 4 - Sustainability Advisory Panel - Terms of Reference

14. Key Issues

15. Background
16. Sustainable Hamilton is a Council strategy which was adopted in April 2013. The strategy takes a holistic view to growing a sustainable city and was supported by a Leadership Team of partner organisations to achieve the vision and aspirations of the strategy. The strategy is supported by an action plan which was to be reviewed annually by the Sustainable Hamilton Leadership Team.
17. The Sustainable Hamilton Leadership Team last met December 2013 and includes the Waikato Regional Council, WEL Networks, Waikato-Tainui, University of Waikato, Fonterra, Toimata (Enviroschools) Foundation, Property Council and the Employers and Manufacturers Association. Her Worship the Mayor is the Chair of this forum.
18. The development of the Sustainability Advisory Panel was a project within the first action plan for the Sustainable Hamilton Strategy. The action plan to support the strategy has not been reviewed since adopted by Council in 2013.
19. The Advisory Panel members were selected by the former CE Barry Harris, Dr Morgan Williams and Dorothy Wilson (former Councillor from Waitakere City Council). The Panel is a voluntary commitment. The membership consists of Jeanette Fitzsimons (Chair), Wayne Cartwright, Rachael Goddard and Annie Perkins. Iain White previously chaired the Panel, but resigned earlier this year.
20. The function of the Panel is to conduct a technical review of Hamilton City's sustainability performance and future direction. The annual assessment was to provide guidance to the Sustainable Hamilton Leadership Team and Council for when reviewing the annual action plan for the strategy.
21. The Advisory Panel commenced this initial review December 2013 and it was completed March 2014. The Panel did not complete the second annual assessment as required by their Terms of Reference due to the delay in formally considering the recommendations from their initial assessment.
22. The Panel's report includes 11 key messages (see page 3 of Attachment 3) for Council's consideration and they make further recommendations throughout the report. While a number of these recommendations are focused on the structure of the strategy itself, there are also a number that address how Council should be approaching sustainability in general.
23. Timeline of the report
24. The following timeline shows the process that was followed for Council to formally receive the inaugural Sustainability Advisory Panel annual report.

Date	Details
Dec 2013 – Mar 2014	Sustainability Advisory Panel completed the inaugural annual report.
17 Mar 2014	Report submitted to the Chair of the Sustainable Hamilton Leadership Team, Her Worship the Mayor.
06 Aug 2014	Representatives of Council Senior Leadership Team (GM Strategy and GM Organisational Development) met with the Advisory Panel to discuss the report.
15 Aug 2014	Community Forum Subcommittee resolved that the Strategy and Policy Committee hear the report at its meeting on 15 October 2014, for discussion by all elected members.
Following this resolution, the next Strategy and Policy Committee agenda setting agreed that the Community Forum Subcommittee was the most appropriate forum for the report to be heard, scheduled for the next environmentally-themed meeting. <i>N.B An environmentally-themed Community Forum Subcommittee was not scheduled into the work programme for the 2014 year.</i>	
May 2015	The Advisory Panel submitted their 2014 report to Council's 10-Year Plan consultation process to have it formally received by Council.
	As a response to the submission, the report was directed to the Community Forum Subcommittee.
3 June 2015	Report circulated to the Community Forum Subcommittee members.
19 August 2015	Report tabled for discussion at the Community Forum Subcommittee.

25. Council's key sustainable initiatives

26. The following table outlines some of Council's key sustainable initiatives that can be referenced when considering the sustainability report.

Initiative	Details
Staff Awareness Programme raise the awareness of key issues (smart water use, transport, solid waste and healthy homes)	<ul style="list-style-type: none"> • Lunch time workshops • Posters at key points throughout the building
Conscious Consumer Café Obtain Conscious Consumer Café accreditation.	Café on 3 (staff cafeteria) had obtained four of the six badges that were required for the Café to be accredited as a conscious consumer Café by December 2013. A decision was made to close the café in 2014, at the time of the decision, the café had six badges confirmed.
Waste and Recycling Waste and recycling system designed and implemented for Municipal building	<ul style="list-style-type: none"> • New waste and recycling system for other Council facilities – Central Library and Waterworld are in the process of updating their system. • Organic waste fully diverted from the landfill. • Landfill waste reduction. • Annual waste audits showed improved performance with a waste reduction of 9.77% to 5.55%.
Energy Management Plan Implement projects that will save 1,600,000kWh (annually) – three year project.	This programme has been successful and allowed access to cost effective energy management expertise while building in-house staff capability. The initial three year programme finished in June 2015 reaching the target. Council is continuing to operate in this space.
Smart Water Programme	A draft certification scheme has been developed and provisional budget assigned.
Community Days	Opportunities to be involved in sustainability type activities are communicated organisation wide.
Worm Farm	Council has an established worm farm on Caro Street – council's organic waste is composted through this facility.
Healthy homes workshops Workshops for ensuring our homes are as healthy and energy and water efficient as they can be.	Staff workshops run by our Eco Design Advisor and focused on: <ol style="list-style-type: none"> 1. Insulation, heating and keeping your house dry. 2. Leaders and other high achievers within teams are recognised and encouraged.

Initiative	Details
Honey Bee project	Installed on 3 Council sites (Zoo, Hamilton Gardens and the Taitua Arboretum). First harvest has just been completed. Honey is being sold at the Gardens. <i>NB: Recently won second prize in the Beekeepers Special Reserve section at the National Beekeepers Association National Honey Competition.</i>
Eco Design Advisor (EDA)	This is a free service available to any resident in Hamilton and is impartial and based on good building science. The primary role of the EDA is to provide advice to help people improve the thermal performance of their building. The EDA also consults on water, waste and toxicity issues in buildings. The secondary role is to provide education to the general public and industry through workshops on any of these topics.
Hamilton Biking Plan 2015-2045 <i>(this plan is due to be adopted by Council in August 2015)</i>	The plan is about promoting biking in the city and providing educational programmes for all road users to create a bike-friendly city for Hamiltonians now and in the future. The plan aims to deliver projects that will create a fully connected biking network that is safe, family-friendly and attractive.
Project Echo	Hamilton City is one of the only cities in New Zealand to still support a resident population of long-tailed bats. Project Echo aims to gather information on bat distribution throughout Hamilton City. This project is supported by Council, Waikato Regional Council, University of Waikato and the Riverlea Environment Society Inc.
Project Halo	Native birds such as tui and bellbirds were once abundant in the area where Hamilton stands. Due to introduced pests (rats and possums) and loss of habitat and food sources, many of our native birds are rarely seen in our city. The Hamilton Halo project aims to bring native birds, such as tui and bellbirds, back into Hamilton city. Hamilton City Council is a partner to this project.
Disposal of Sewage Sludge by Vermicomposting	Treatment of wastewater at the wastewater treatment plant produces approx. 14,400 tonnes of waste water sludge and 640 tonnes of screenings per year the sludge is transported to a vermicomposting facility where it is mixed with paper pulp which is then laid in rows where it is left to break down and compost using worms. The screenings are transported and landfilled at Tirohia Landfill near Paeroa. Council has a contract with NOKE Ltd, to deliver this service for Council.

27. Financial and Resourcing Implications

28. There is no specific budget allocated for sustainability initiatives. Any new initiatives pursued that require budget or resourcing will need to be considered as part of the 2016/17 Annual Plan.

29. Risk

30. The organisation is not resourced to centrally support sustainability initiatives, and there is no dedicated environmental sustainability advisor. Any initiatives pursued need to be resourced by the unit responsible for the delivery of that service.

Signatory

Authoriser	Blair Bowcott, Executive Director Special Projects
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SUSTAINABLE
HAMILTON



CHANGING THE WAY WE LIVE FOR A BETTER FUTURE

To grow Hamilton towards a sustainable future, we need to change the way we think about how this city works from the bottom up and top down. This change unlocks great opportunity and also represents a significant challenge to the status quo.

We are serious about these changes that the city needs to make. The role of Sustainable Hamilton is to define, lead and empower this change to ensure tomorrow is better than today.

A sustainable city has individuals and communities that are connected to each other through many streams of life. People know and support each other, they restore and conserve their natural environment and they develop their own way of living that is in step with nature.

These deep connections give the city the tools to respond to global issues, such as Climate Change, in a way that can create positive outcomes.

Strong communities that are tightly connected to their neighbourhoods and the natural environment is a core theme of this strategy.



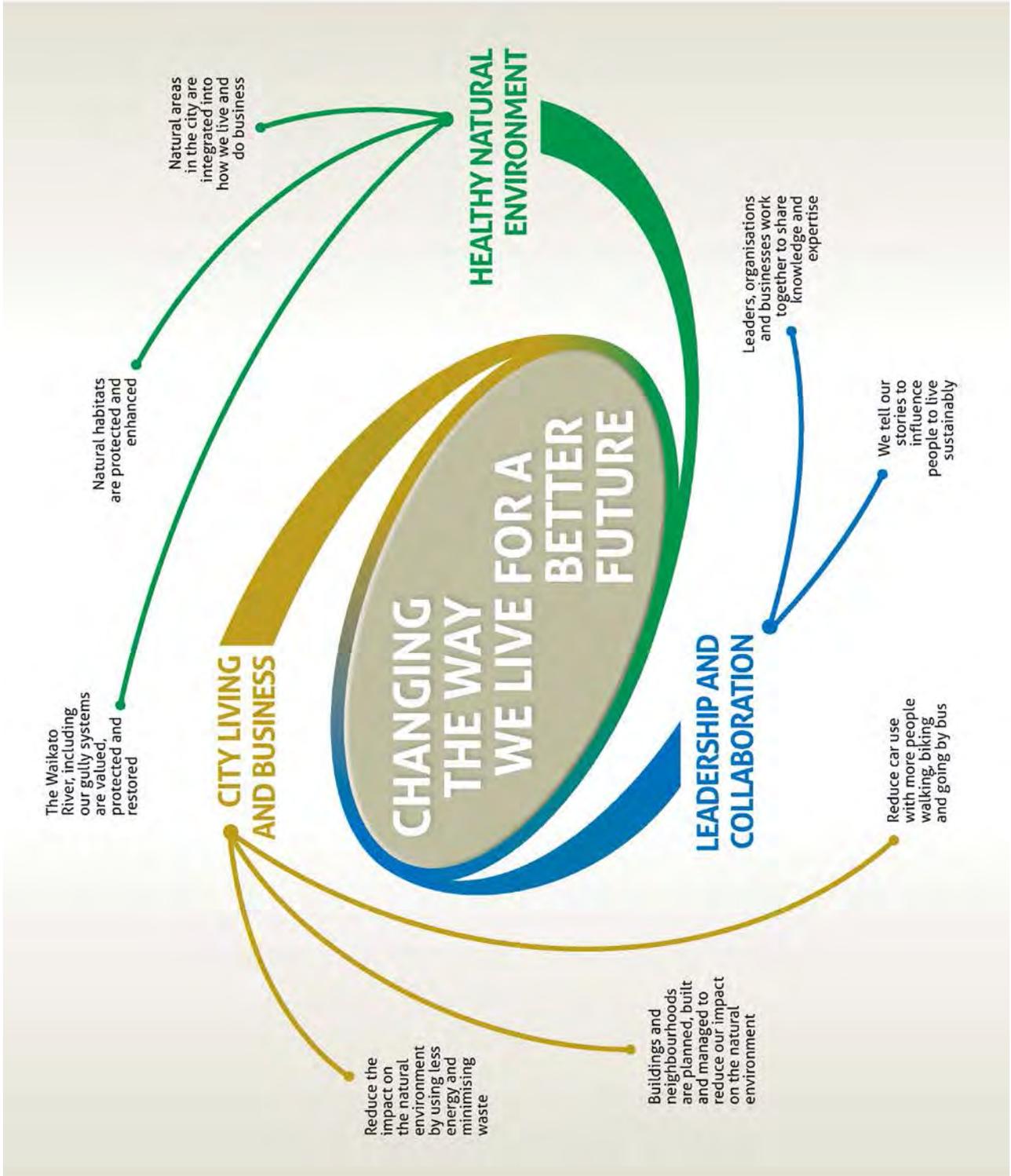
Manākitanga
CARING AND LOOKING AFTER EACH OTHER

Kōtahitanga
UNITY, A SENSE OF COMMUNITY

Māhitahi
WORKING TOGETHER AS ONE

Kāitiakitanga
GUARDIANSHIP AND PROTECTION





TAKING THE STRATEGY FORWARD

Sustainable Hamilton is about enabling all people and groups in the city to make meaningful changes to how they live and impact on our land and water.

A key feature of this strategy is about how we communicate. Many great projects and actions are happening right now and we can do much more. A focus is on quality communication with all sectors of the city so that people know what is going on and can get involved.

This strategy is also about action. Through working with community leaders and businesses, we want to develop initiatives that will deliver real, tangible benefits. As well as creating these new exciting opportunities, we will celebrate and encourage highly successful projects.

The aspirations set out in the strategy will be overseen by a Leadership Team who will nurture new ideas and drive implementation. Activity and progress will be regularly evaluated and widely reported.



SUSTAINABLE HAMILTON DECEMBER 2012

For more information about Sustainable Hamilton including how you can get involved
visit www.hamilton.co.nz/sustainablehamilton

Healthy Natural Environment

STRATEGIC OBJECTIVES:

- Our natural habitats are protected and enhanced
- The Waikato River, including our gully systems are valued, protected and restored
- Natural areas in the city are integrated into how we live and do business

ACTIONS		WHAT DOES SUCCESS LOOK LIKE?	HOW WILL WE MEASURE PROGRESS?	LEAD GROUP	PROPOSED PROJECT LENGTH
Support existing biodiversity projects	Hamilton Halo – bringing native birds back into the city (originally focussed on Tui)	Key native bird populations continue to increase, including establishment of breeding populations within the city	Landcare bird count report (every 2 years) Predator tracking	WRC	Ongoing
	Project Echo – writing of a Restoration and Protection Plan for the native bat population that live in and around the city	The population of long-tail bats continues to thrive within and around the city	Restoration plan has been completed and presented to both WRC and HCC for endorsement	WRC	18 months
	Gully Restoration Programme – this project looks to enhance the GRP by emphasising high quality engagement (active restoration) by gully section owners	Level of engagement of private gully owners is tracked and improved. Target is a 5% increase in active restoration by gully owners each year	GRP database is used to track owners who are actively involved in restoration	HCC	1 year
	Waiwhakareke Natural Park Restoration – world class status restoration of native ecosystems and within the city boundary	At least 3 hectares of land is planted every year, including enrichment planting programme for previously planted land	Yearly planting and enrichment planting programme completed	HCC	Ongoing
Gully classification system	Establish the method and then complete a classification system for the stage and quality of restoration on publically owned sections of the gully and river system	Classification system is developed and publically owned gullies are classified Restoration targets to be set once classification has been completed	Classification is conducted every two years in conjunction with the release of the Landcare bird count report	HCC/WRC	18 months
Integrated biodiversity projects	Develop a proposal for an integrated approach to provide an enhanced approach to biodiversity projects. Through a stronger coordination role, current funders are able to pool their resources for city projects to ensure most effective outcome	All key stakeholders agree to an enhanced structure and make the required changes	New structure established	HCC	18 months
	Increase capability to contest for sizeable funding opportunities based on joint applications	Coordinated approach to significant project application	First significant (>\$500k) funding application completed	HCC/WRC/ CBER/BF*	1 year – start following completion of project

Item 7

Attachment 2

	Provide opportunities for businesses to become more engaged in local biodiversity projects	Businesses officially signed up to support specific biodiversity projects within the city	Three new project sponsors involved in biodiversity projects	HCC/WRC/ CBER/BF	above
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Key Performance Indicators:

1. **Land owners involved in Gully Restoration Programme** – this is a current KPI and is a measure of engagement that can be trended historically. Measures depth of community engagement and could be a good source of one or more stories.
2. **Gully (land based) classification based on relative stage and quality of native restoration** - measuring positive trend of condition scores for gully system. Timed to coincide with release of Landcare bird count report (see Project 2 above)
3. **Waiwhakareke restoration** - Area planted
4. **River and stream nutrient loading and suspended solids** - As per current WRC monitoring programme, good data for trending
5. **Biodiversity of city streams** – this KPI will be developed (by HCC and WRC) following the implementation of the new reporting requirements under the Comprehensive Stormwater Consent, held by HCC.
6. **Key site retention** – 67 significant natural areas identified in the District Plan. KPI is based around the protection of these key sites
7. **Predator Tracking**

*WRC – Waikato Regional Council

CBER – Centre for Biodiversity and Ecology Research

BF – Waikato Biodiversity Forum

Leadership and Collaboration

STRATEGIC OBJECTIVES:

- Our leaders, organisations and businesses work together to share knowledge and expertise
- We tell our stories to influence people to live sustainably

ACTIONS		WHAT DOES SUCCESS LOOK LIKE?	HOW WILL WE MEASURE PROGRESS?	LEAD GROUP	PROPOSED PROJECT LENGTH
Develop communication and Engagement plan	<p>Increase awareness and engagement in sustainability and to ensure our success stories are widely known and understood</p> <p>This will include</p> <ul style="list-style-type: none"> - Profiling individual sustainability leaders, including business leaders - Focus on engaging youth leadership - Facilitating environmental education streams to ensure we have a high level of participation in community and organisation sustainability programmes 	Increase in interest from general community and already engaged groups	<p>Communication and Engagement plan completed</p> <p>Residents Survey (new questions to be proposed)</p> <p>Database of education centres, key activities and numbers of students who have participated</p> <p>Quarterly snapshot (1 week) of media coverage of sustainability projects</p>	HCC	1 year
Sustainability Principles	Principles are adopted by Sustainable Hamilton Leadership Forum members as the opportunity (internal reviews, etc) arises	Principles are endorsed by Leadership Forum and each member organisation indicates how they will implement and report progress	Current performance is reported and implementation plans are presented	Tainui	1 year
Sustainability Panel	A volunteer expert panel is recruited to provide oversight and advocacy of Hamilton's sustainability performance and future direction. This will include an annual review of the performance of this strategy	External individual/group completes an impartial review of Hamilton's sustainability performance	Review report is completed and disseminated to all parties for consideration	HCC	2 years

Supporting Business	Support businesses through providing an integrated approach to training in sustainability issues and management responses	Recruitment of businesses into training programmes/workshops so that there is a high level of engagement in Hamilton		HCC/WRC	1 year
<p>Key Performance Indicators:</p> <ol style="list-style-type: none"> 1. Quarterly snapshot (1 week) of media coverage of sustainability projects 2. Annual Residents Survey – Questions to be proposed 3. Annual Sustainability Panel review 					

City Living and Business

STRATEGIC OBJECTIVES:

- Reduce our impact on the natural environment by using less energy and water and by minimising waste
- Our buildings and neighbourhoods are planned, built and managed to reduce our impact on the natural environment
- We reduce car use with more people walking, biking and going by bus

ACTIONS		WHAT DOES SUCCESS LOOK LIKE?	HOW WILL WE MEASURE PROGRESS?	LEAD GROUP	PROPOSED PROJECT LENGTH
District Plan Monitoring	Stage 1 –Sustainability Summary (Water) Develop a system for monitoring and reporting on uptake of water sensitive techniques through the Proposed District Plan	Hamilton is using effective methods for ensuring a high standard of water efficiency*	Data of water sensitive techniques used in property developments is collected and uptake is tracked	HCC	TBC
	Stage 2 -Performance Monitoring Develop a system for capturing and reporting on uptake on the use of rules that have a sustainability focus	Reporting system developed that gives a clear picture of performance	Annual report generated that indicates positive trend (magnitude of trend to be determined)	HCC	TBC
Smart Energy	Upskilling Our Housing Knowledge Through Training Trainers Provide training to people who want to provide unbiased advice to individuals or community groups on what is required for healthy and energy and efficient homes. This will include; <ul style="list-style-type: none"> - Workshops and one to one assistance provided by experts in these areas. - The development of a ‘healthy home toolkit’ for home owners, landlords and tenants. <i>This is a joint project with the Social Well-Being Strategy</i>	<u>Short-term Target</u> <ul style="list-style-type: none"> - At least two workshops are developed and implemented. <u>Long-term Target</u> <ul style="list-style-type: none"> - A standardised healthy home tool-kit is developed and communicated to rental agencies, landlords, tenants 	<ul style="list-style-type: none"> - Number of trained people to offer healthy home advice - The number of households the trained staff had accessed. - Update of tool- kit (base-lined and increase in uptake measured) 	HCC	Stage 1 - 1 year Stage 2 – 1 year (follows stage 1)
Reducing Waste	Implementation of the WMMP Initial focus is a solid waste services review which will outline how council manages its residential solid waste in the future	Services review provides a clear direction for implementation of effective and efficient waste minimisation and management systems	Completion of review	HCC	1 year
	Diverting Food Waste from Landfill Explore opportunities to improve the diversion of food waste from landfill waste streams in key, high volume, areas of the city. This should include the central city, shopping centres and the University.	The key food waste producing areas of the city have a high rate of volume diversion from landfill waste stream	Targeted organisations engaged in food waste collections (database required)	To be confirmed	18 months

Water Efficiency	Water Conservation and Demand Management Plan (WCDMP) Implement actions within the (WCDMP). This plan includes: <ul style="list-style-type: none"> - Improving infrastructure - Demand management - Supporting water efficiency - Education and communication 	Hamilton has a reliable, high quality supply of water that is used as efficiently as possible to reduce the impact on the natural environment	Implementation of the Action Plan (See WCDMP, Section – ‘Actions, Performance and Implementation Timeline’	HCC	18 months
Reducing Car Use	Public Transport, Walking and Cycling Building relationships with communities, businesses and organisations	Wider community engagement providing a robust resource for HCC planning of alternative transport options	New organisations involved leading to an increase in the use of alternative modes of transport	HCC	1 year
	Network Operating Framework (NOF) Use forum above to develop NOF. The primary goal of this framework support decision making for all modes of transport.	NOF includes initial set of projects for improving cycling, pedestrian and public transport system	NOF is developed	HCC	18 months
	Reducing Cars to School Focus on school transport system to support non car options. First action is to expand school based survey to ensure a good measure is developed.	Increase in use of non-car options for getting students to school	Expanded survey is completed and information is used to inform development of alternative options for schools	ESF**/HCC	1 year
Reducing impact through Urban Design	Community Food Support the trial of the Enviroschools Foundation ‘Sustainable Communities Through Kai’ project	The City has a successful programme for growing community resilience via a well integrated approach to growing and sharing food.	Pilot project is successful and full roll out throughout the city is planned	ESF	1 year
	Sensitive property development Investigate a brown field property development where best practice sustainability options are used. This development will include the use of the ‘Urban Design Guide’ (currently under development	The community have a successful, working example of a sustainable development within the city	Developer recruited, sited located and planned development has a confirmed timeframe for completion	PC**/HCC	1 year
	Teaching Sustainable Urban Design Develop workshops that work with developers, builders/trades, planners and consents officers to develop better sustainable building practices and systems	5 Workshops planned and conducted with reported outcomes. Reports to focus on actions following workshops	Measures will be developed in alignment with the workshop outcomes.	HCC	1 year
Responding to Climate Change	Hamilton City Council Carbon Stocktake Complete an analysis of HCC waste, water treatment, energy and transport activities to measure carbon emissions from those operations.	Ability to trend key activities within HCC that have a significant carbon footprint	Carbon footprint is known and information can be trended over the next 5 years	HCC	12 months
	City Response to Climate Change Complete a feasibility study for the City’s response to Climate Change	Hamilton is able to consider world best practice when developing as a plan for responding to Climate Change	Completed study reported to Council	UoW**/HCC	18 months

Key Performance Indicators:

1. **Waste to landfill** - HCC - part of contract requirements
2. **Waste recycled from kerbside** HCC - part of contract requirements
3. **Organic waste collected** HCC - part of contract requirements
4. **Average daily water use** HCC - part of contract requirements
5. **Number of homes insulated under EECA funding**
6. **Property development density (green, low, high)** HCC - *data available into the future*
8. **Air pollution level** - as per WRC current monitoring programme
9. **Cycle use** – using cycle cordon count
10. **Bus patronage**
11. **Business travel plans developed** – includes increase in carpooling rates

* A benchmark study of how other cities in New Zealand are working on adopting effective water efficiency approaches will be used to define what 'high standard' means.

**ESF – Enviroschools Foundation

PC – Property Council (Waikato Branch)

UoW – University of Waikato

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17 March 2014	Professor Iain White (Convenor), Dr Wayne Cartwright, Jeanette Fitzsimons, Rachael Goddard, Annie Perkins,

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Summary and Conclusions

Hamilton is a growing city whose quality of life will be subject to increasing local, national and global pressures. The way we live in Hamilton, like everywhere else, is not sustainable because, as a city, we are overusing the natural resources and degrading the ecosystems that will enable our future prosperity. We commend the Council and the broad range of organisations involved in the Leadership Forum for their efforts to address this. The extent to which Hamilton can anticipate, mitigate and adapt to emerging challenges will be a key element of its future viability and success.

The Sustainable Hamilton Strategy could provide a highly effective framework for consideration of these challenges, and link to economic, social and environmental outcomes for the city. To do this effectively will require that the Strategy be reconstructed, ambitious goals set, and clear and robust management processes established. In essence the panel challenges Hamilton City Council (HCC) to more effectively apply its distinctive role, as local government, to lead the changes that will ensure a sustainable future for the city.

In this regard, a key message is integration; both within HCC policies and between these activities and those of wider stakeholders. HCC has a unique ability and remit to lead, coordinate and set a vision for the future of Hamilton. Here HCC is well placed, it has good networks with regional partners and the knowledge sector and has a wealth of experience, knowledge and resources to draw upon – from scientists, to business leaders to members of the community. The challenge is to release this potential.

The recommendations in this report are split into two key parts: those connected with Underlying Principles, and those related to the individual Elements of The Sustainable Hamilton Strategy. While, in some cases, examples have been provided, it is clear that these issues require further discussion and agreement within the HCC.

Key Messages: Underlying Principles

1. The sustainability strategy should be based on the principles of full sustainability rather than the current (limited) view, and should be a direct application of the HCC Vision statement.
2. Sustainability Hamilton should be an overarching framework for all economic, social and environmental strategies, rather than just one of a number of disparate strategies at the same level. Sustainability then frames other discussions and provides a platform to pursue integrated multiple goals.
3. The Strategy needs an overall goal to which all actions can be related, along with targets for desired outcomes, indicators for measuring progress, and timeframes for achieving the targets.
4. There is a need for a clear and robust management structure, accountability for delivery and the allocation of resources to deliver the strategy.
5. The relationships with regional and national partners, and key agencies need to be made explicit and linked to the delivery of outcomes.
6. Impending challenges such as climate change, energy availability and cost, water

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resources and population growth need to be made explicit and planned for, with a sense of urgency which is currently lacking.

7. The Strategy should clarify the limitations that it must place on some current practices – especially economic – and also clearly establish that the journey to sustainability will introduce alternative ways to achieve prosperity and wellbeing – approaches that are robustly sustainable.

Key Messages: Elements of Sustainability

8. Two of the three themes of the current Strategy - Healthy Natural Environment and City Living and Business - should be transformed into a focus on seven interdependent Elements of sustainability which are; Climate Change, Energy, Transport, Land Use, Biodiversity, Water, and Waste.
9. The third current theme - Leadership and Collaboration – should be recognised as an enabling strategy to which others may be added to implement the Elements, separately and in associated groups.
10. Each of these Elements and enablers need stated targets, with indicators that will be measured, timeframes for achieving targets, clear accountability for delivery, and resources to be committed.
11. The strategy for each Element should be linked to, and coordinated with, all aspects of the HCC Strategic Plan and Economic Development Agenda. This will ensure that all HCC strategic and economic development actions are consistent with Sustainable Hamilton goals and objectives and directly support them.

Context

In late 2013, Hamilton City Council appointed an independent Sustainability Panel. The Panel was requested to critique the current Action Plan Report from the Sustainable Hamilton Strategy, and was invited to provide additional advice that would assist future development of the Strategy. This report is the outcome of the Panel's work and is directed to both the Sustainable Hamilton Leadership Forum and Hamilton City Council.

Hamilton City Council has done well to move its focus from environmental protection to sustainability and to develop a strategy in this field. It should also be commended for engaging prominent commercial stakeholders and institutions through the Leadership Forum. However, the current Sustainable Hamilton Strategy should be seen as just the first small steps in a major journey. This report is intended to assist with guiding this journey.

Guide to this report

This report is presented in two Parts. Part 1 contains the Panel's recommendations for fundamental development of the form and management of the Sustainable Hamilton Strategy, and describes the principles and rationale for these developments. Part 2 then applies these principles to develop recommendations for the strategic development in Hamilton of the main elements of sustainability. This part includes the Panel's critique of the current Action Plan Progress Report.

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Part 1: Recommendations for development of the Sustainable Hamilton Strategy

The developments proposed here are based on the essence of the HCC Vision. The Panel finds that this statement is particularly strong because it aims to: *'Change the way we think about how this city works from the bottom up and top down. This change unlocks great opportunity and also represents a significant challenge to the status quo.'* The vision also explicitly states that: *'We are serious about these changes that the city needs to make'*.

The Panel believes that the following four recommendations are in total accord with this vision. The challenge facing the Council is to show the required leadership needed to achieve this vision in terms of sustainability. The Panel notes that sustainability is a journey that requires consistency of policy over many years, hence, strong and enduring commitment from the elected Council and from the community is essential.

1.1 Adopt the full principles of sustainability

The Panel's core recommendation is to adopt and apply the full principles of sustainability. The present Sustainable Hamilton Strategy is based on a very restricted view of sustainability, which can be summed up as 'doing more that is good for the natural environment and less that harms it.' This view assumes that core aspects of current economic activity and ways of human living need not change much, provided that the City's natural environment is better managed. This perspective also lacks the strong sense of urgency required to address the serious challenges that may be in Hamilton's future.

The principles of sustainability go well beyond this perspective. As shown in Figure 1, these principles recognise that *all* of human society – of which the economy and practices of human living are major parts – is contained *within* the ecosystems of the natural environment (sometimes called the biosphere).



Figure 1: The full sustainability model

From these principles it is clear that *everything that happens in Hamilton – its economy, the operations of its infrastructure, and all aspects of human living - are part of natural ecosystems and are embedded within them.*

Because all human activity in Hamilton is a part of natural ecosystems, it is sensible to avoid actions that degrade them or reduce their resilience. Although this is common sense, the need for full sustainability can also be justified

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by the *economic value* delivered by *ecosystem services*. Human living depends fundamentally on the *services* provided by ecosystems that cleanse the atmosphere and water, yield food from soils and marine environments, store water or provide recreation opportunities. On a global basis, the economic value of these services is about equal to the total value of output from the global economy, and these services are *free*. Clearly, it is not sensible for human actions to deliberately reduce the volume and quality of valuable and free ecosystem services, yet that is exactly what is happening in Hamilton, as well as most other places in New Zealand, and globally.

As such, it should be emphasised that sustainability is not just an 'environmental' agenda; it also means avoiding future shocks that could greatly impact upon economic competitiveness. This could include, for example, a decrease in water resources affecting the agricultural sector or an increase in energy costs, both of which are outside of the control of the HCC but could affect it negatively. A longer term and more strategic view can help the city adapt and become more resilient, rather than experience detriment and try and cope or recover. At present this aspect cannot be delivered within the current iteration of the strategy.

Taking the need for integration further, the HCC Economic Development Agenda diagram is based on the same constrained view of sustainability. Sustainability is shown as just one of the components of the Agenda. This does not recognise the way in which the planet actually works. There needs to be an awareness and acknowledgement that the entire Agenda is positioned *within* the ecosystems of the natural environment. It would then establish its sustainability strategy as an *overarching* course of actions in which *all other components of the Agenda are embedded*. This preferred approach would then properly inform and guide the Leadership Forum.

Further, the present model of HCC strategies, shown in Figure 2(a), positions Sustainable Hamilton as just one of eight equivalent strategies and lacks the integration and coherence required for sustainability. These strategies should not be separate islands. The overarching sustainability model shown in Figure 2(b) provides a framework in which they can be related to each other in a way consistent with the principles of full sustainability.

The HCC Economic Development Agenda has the same deficiency – Sustainability is shown as one of the twelve Agenda items, with no indication of the linkages and interdependencies that need to be understood. Adoption of the principles of full sustainability would place Sustainability as the overarching framework of the agenda. This is the model that accords with the science of sustainability and reflects how Hamilton will be required to anticipate, mitigate and adapt to emerging challenges.

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Figure 2a: The original positioning of sustainability and other strategies

Sustainable Hamilton



Figure 2b: The revised positioning of sustainability and other strategies

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This much stronger and holistic approach to the Sustainable Hamilton Strategy would also enable the Council to *properly meet the full requirements* of the current Local Government Act, which requires territorial local authorities (TLAs) to promote '*sustainable long-term infrastructure and wellbeing*'. Infrastructure is not just the built physical environment but also the biological infrastructure of the ecosystems that clean our water and air and provide our food. The Council apparently has a clear duty to recover and sustain this biological infrastructure as well as built infrastructure.

The Panel recommends that:

1. Both HCC and the Sustainability Leadership Forum adopt the full principles of sustainability and build the Sustainable Hamilton Strategy according to them, so that this becomes the overarching course of actions in which the entire Strategic Plan and all components of the Economic Development Agenda and related areas are embedded.
2. HCC applies the same overarching sustainability strategy to properly meet the requirements of the current Local Government Act to attain long-term sustainable ecological infrastructure.

1.2 Reconstruct the Sustainable Hamilton Strategy

The effectiveness of the *current* Sustainable Hamilton Strategy is limited by the absence of a central compelling goal, lack of robust measures of progress, a poorly structured and resourced approach to its management structure, and minimal recognition of its spatial context. This section addresses those issues.

Issue 1: The Strategy has no central compelling strategic goal.

The current strategy is a collection of three sets of actions, each set having its own strategic objectives. Thus, there are eight strategic objectives, each with a quite separate scope. The only statement that links them is '*Changing the way we live for a better future*'. This is vague and could have a variety of interpretations. Thus, the Strategy has no central compelling strategic goal.

Issue 2: The Strategy does not indicate how progress towards goals will be measured.

The sustainability journey requires targets for progress towards the strategic goal with timeframes for their achievement, indicators that will be measured and reported, strategic actions to be taken to reach the targets, and clear accountability for implementation of the actions. The current Strategy has no targets or timeframes as signposts for the journey. The choice of indicators is critical because what is measured is what will be managed. The existing indicators are a mix of precise measures (Tui count), general outcomes (river ecological health with no indication of how it will be measured), and work completed (reviews, plans).

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Issue 3: The three themes of the Strategy are not coherent.

Aspects of the core sustainability strategies appear in both Healthy Natural Environment and in City Living and Business, and it is not stated clearly that the Leadership and Collaboration theme is actually about *enabling all* the sustainability actions. This arrangement does not represent what a sustainability strategy should be trying to achieve.

Issue 4: The processes for managing the Strategy are poorly structured and confused.

As a matter of principle, successful strategies require strategic *management* which makes clear *how* the strategies will be implemented, *who* will implement them, and with what *resources*. The Sustainable Hamilton Strategy lacks properly coordinated strategic management. It appears that some of the actions are implemented directly by the HCC Strategy and Research Unit, and others involve this Unit in reporting measurements made by other units, but there is no indication of what the strategic response should be, or who will make it. Other actions are implemented directly by other units, with the Unit taking the role of coordinator/persuader.

Management of the Strategy is confused and confusing. It appears that *no-one has overall responsibility* for the management of the Strategy, and there are *no designated resources for implementation of the strategy as a whole*. The role of the Leadership Forum in achieving goals is unclear.

Issue 5: The Strategy needs to be placed in an appropriate spatial context.

A few of the sustainability issues may be resolvable at local/community level within Hamilton, however, most of the ecological issues do not stop at city boundaries. Hence, they can only be addressed as Hamilton City contributions (positive and negative) to these issues in their regional, national, and global contexts.

Issue 6: Articulate more clearly the economic and social implications of the journey to full sustainability.

An essential outcome of full sustainability is that social wellbeing and economic prosperity are sustained to the maximum extent allowed by the biological processes and ecosystems on which human living depends. Of course, when a city such as Hamilton begins its journey from a position that includes some current practices that are unsustainable, these face limitations. This is likely to be the case especially for some aspects of economic development. The Sustainable Hamilton Strategy should articulate clearly the nature of these limits and their impact. It should also reassure people that the journey to sustainability will introduce alternative dimensions of prosperity and wellbeing – approaches that are robustly sustainable.

The Panel recommends that:

1. A central compelling goal be developed for the Strategy. An example could be: 'Recover and restore Hamilton's ecosystems by 2030 and ensure that Hamilton is prepared to meet future challenges.'
2. Indicators for measuring success be clear and relate to the goal.
3. All of the sustainability strategies be presented together and that they be focused into the seven Elements proposed in Part 2 of this report, including social and

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- economic sustainability.
4. Enabling Strategies (including leadership and collaboration, but not limited to them) be clearly associated with the relevant Elements or groups of them.
 5. Targets with dates be set for both short and long term strategic actions
 6. The Strategy be implemented through a management structure that has clear lines of accountability and the levels of authority required for it to be effective.
 7. Necessary resources be allocated to the Strategy to enable proper implementation of it.
 8. The regional and national contexts of the Sustainable Hamilton Strategy be made explicit and that the required linkages and working relationships with the organisations operating in these contexts be incorporated in the Strategy, with Hamilton City Council taking leadership roles as appropriate.
 9. The Strategy clarify the limitations that it must place on some current practices – especially economic – and also establish clearly that the journey to sustainability will introduce alternative dimensions of prosperity and wellbeing – approaches that are robustly sustainable.

Council officers have advised the Panel that HCC expects the current Sustainable Hamilton Strategy is to remain in place for three years. While this may be a typical approach to city strategies, in this case the Panel further recommends immediate implementation of the developments proposed here.

The Panel also recommends that the strategic timeframe be extended beyond the usual three years to properly capture the long-term goals associated with sustainability.

1.3 Restructure leadership and management of the Sustainable Hamilton Strategy

When the principles of full sustainability are adopted, the Sustainable Hamilton Strategy will be an *overarching* course of actions in which *all* its activities – including all components of the Strategic Plan and the social and economic agendas - are embedded. This must not be seen as a constraint, rather a way to integrate multiple strategic objectives, such as those relating to economic, environmental and social goals, within the decision making process. This will require a quite different approach to leadership and management of the strategy. Accountability will lie at the highest level – Mayor, Council, and Chief Executive. Management should be senior, reporting directly to the Chief Executive. The strategy must be resourced with the people and budget required to ensure effective implementation.

However, Council cannot alone form and implement the Sustainable Hamilton Strategy. The Council has rightly involved a number of partner organisations that include Maori – especially Tainui – members of the business community, and educational institutions. The restructured HCC management should ensure that the means of engagement and roles of these partners is agreed and specified more clearly than at present.

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The Panel recommends that HCC establish a new senior position reporting to the Chief Executive, with responsibility for the strategic and operational management of an overarching Sustainable Hamilton Strategy.

1.4 Include mitigation of future risk as part of the Sustainable Hamilton Strategy

Hamilton is exposed to potential future risks to its economy and the wellbeing of its citizens, caused by major global and local forces of change. Good future insight is available regarding these sources of change, and the future risks to Hamilton City can be assessed. The most likely sources are:

- The impact of climate change on the Waikato rural economy, especially through effects on future international food markets, as well as direct effects on production.
- Permanent escalation in energy costs and prices with consequent recessionary global economies, impacting seriously the New Zealand economy, and consequently the local Hamilton economy.
- The need to introduce sustainable farming practices to adapt and avoid major economic adjustments.

Because the causes of these risks are strongly related to sustainability, similar analysis and strategic thinking is required for both sustainability and risk mitigation.

The Panel recommends that the Sustainable Hamilton Strategy be extended to include specific strategies to mitigate these risks to the people of Hamilton City by preparing for them in advance.

Part 2: Implementing the principles of a reconstructed Sustainable Hamilton Strategy

As specified by Recommendation 3 of Section 1.2, the Panel proposes that the reconstructed Sustainable Hamilton Strategy be framed around seven key Elements that are critical to achieving full sustainability. These are: **Climate Change, Energy, Transport, Land Use, Biodiversity, Water, and Waste.**

Although they are treated separately below, these elements are actually *highly integrated* and should be approached in a reinforcing manner. For example, thinking about Land Use can lead to objectives connected with Transport, Energy, and Climate Change. Further, the strategies for each Element need to be explicitly linked to all parts of the HCC Strategic Plan and related economic and social agendas. *The effects of these linkages will be to ensure that all HCC's strategic and economic development actions are consistent with Sustainable Hamilton goals and objectives, and directly support them over the long term.*

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The approach taken in this Part of the report is – for each Element in turn - to first review briefly the reasons for strategic action, to critique the achievements described in the Progress Report, then recommend further strategic developments.

2.1 Climate Change

Climate Change is qualitatively different from the other six Elements in that it is a global phenomenon largely outside Hamilton's control. Hence, these strategies have a strong emphasis on ensuring that Hamilton becomes sufficiently adaptive and resilient, while also taking responsibility, as part of the global community, for mitigation of the future intensity of climate change.

1. Reasons for Strategic Action

Climate change is the prime global example of human activity putting major ecosystems out of balance. Because the world has taken minimal action to reduce greenhouse gas emissions in the 20 years since climate change was generally acknowledged to be a serious risk, Hamilton (in common with all other cities) is faced with action on two fronts:

- There is a need for Hamilton to do its part to reduce emissions from the burning of fossil fuels to close to zero over the next few decades.
- Prepare for the impacts on Hamilton of a climate which has already begun to change, with much more change already locked into the system.

2. Critique of Actions in Progress Report

The only actions proposed in the report are data collection to inform a carbon stocktake, and some reports being compiled by students. As this issue may be the greatest challenge facing Hamilton (and the rest of the country) in the future, it warrants far more attention than this.

3. Recommended Strategic Developments

Addressing climate change is not just one of the elements of sustainability, but runs through many other matters that concern the HCC. For example, greenhouse gas emissions can be reduced through:

- Transport policy (less use of motor vehicles, more cycling and walking and public transport, facilitated by urban densification in the core)
- Energy policy (e.g. substitution of waste wood for coal in industrial boilers)
- Better management of wet soils (reducing nitrous oxide)
- Better management of landfills (reducing methane and carbon dioxide).

Climate change will also impact:

- Water quality (prepare for higher temperatures hence more evaporation)
- Water availability, (for example farming methods will need to adapt to ensure limited impacts for the Hamilton economy)
- Flood management (prepare for higher peak flows in Waikato River and gully systems)
- Energy costs (rising price of carbon emissions)
- Urban infrastructure (prepare for more severe storms)
- Biodiversity (loss of species from their normal habitat)
- Pest species range expansion (such as mosquitoes)

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Many city councils in New Zealand are integrating climate change mitigation and adaptation into plans (and via policy and rules), and communicating messages and education around expected changes and adaptive mechanisms. HCC produced an Action Plan in 2008 as part of the Communities for Climate Protection Programme, but has apparently abandoned it.

The Panel recommends that this initiative be revived and updated, and made part of the Sustainable Hamilton Strategy.

The Panel also recommends that a 'climate change ruler' be run across all HCC policies, asking questions such as: 'Is this contributing to reducing emissions?' or 'What opportunities are there to adapt to the impacts of climate change?' This will lead to integration and coordination of all HCC work on Climate Change.

2.2 Energy

1. Reasons for Strategic Action

Energy is key to every human activity and is one of the greatest future challenges to global human civilisation.

Our industry, farming, transport and households are dependent on fossil fuels, yet these are increasingly expensive to provide, and their use is the prime cause of climate change. An energy transition to safe and renewable sources is urgent. It is inevitable that the cost of producing energy will rise, with the consequence that all aspects of human living will have to adjust to significantly higher energy prices and hence reduced usage. This could have a high impact on Hamilton's future prosperity and social well-being.

2. Critique of Actions in the Progress Report

The report makes little mention of energy. There are indicators for home insulation, training of healthy homes advisers, and the development of an assessment tool for homes. There is also recognition of the energy dimension of transport, but these are pepper-potted around the report with no linkage to any kind of integrated planning for energy in the city. They are useful first steps but much more is needed.

3. Recommended Strategic Developments

Leading climate scientist James Hansen advises that fossil fuel use needs to be reduced by 2% per year, globally, in order to stabilise atmospheric carbon dioxide at 350 ppm. This could provide an overall goal for Hamilton energy policy.

Once a goal is agreed on, to begin a transition away from a fossil fuel economy, data is needed on Hamilton's current energy use by transport, buildings, industry and - perhaps in partnership with the Waikato Regional Council - by farming in the wider area. This will make it possible to choose indicators to measure progress and set targets for that progress. Data may take some

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time to collect, so the Panel suggests that deciding on indicators to measure and action plans to deal with the more obvious issues should not wait until this has been completed. They may also work closely with partners in the knowledge economy, such as Waikato University, to help expand their evidence base.

Some opportunities for action that would make a real difference are:

- Guidance for developers about energy efficient sub-divisions and building design, with incentives and partnerships to achieve 'green buildings' which use little external energy and recycle their own water and waste. There is an extensive literature on this, and it is within the HCC powers and mandate.
- Reducing the use of coal in industrial boilers by recovering much of the wood waste left on the forest floor in the Waikato region and processing it for fuel. Responsibility for this must lie with the forestry and timber industry, but HCC can play a facilitative role. This new industry (which exists now on a very small scale) could be a major new source of jobs and economic activity in the region.
- Solar photo-voltaic on roofs of homes and businesses is now roughly comparable in cost with grid electricity in some circumstances, and can support the grid. People value the sense of self-reliance and control they get from generating some of their own energy and would help with the phase out of the coal burning Huntly power station which is the most unsustainable part of our electricity system. HCC can lead this through facilitative rules about rooftop solar panel use, and partnerships with businesses where the initial capital can be paid off through their rates bill. Worldwide, the solar industry is surpassing the coal industry as a source of jobs even though it is still in its infancy.
- Transport measures are dealt with in the next section.

The panel recommends that

- Hamilton set an energy goal of reducing fossil fuel use by a stated percentage each year.
- While baseline data is being collected, specific actions be developed – as outlined above - working with industry, iwi and community groups where appropriate, to give effect to that goal.

2.3 Transport

1. Reasons for Strategic Action

Transport is responsible for 40% of NZ's carbon dioxide emissions and 20% of its total greenhouse emissions. Hamilton is unlikely to differ much from this. Transport is vital to the economy for the movement of goods and personnel, and underpins our social connectedness. It needs to be closely integrated with land use planning.

Runoff from roads is likely to be a major cause of pollution of the Waikato River, and transport emissions have negative impacts on air quality. Urban congestion degrades quality of life if

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there is too much reliance on personal vehicles in the city.

Currently, transport in Hamilton is key to its future economic competitiveness. Yet, it is highly dependent on fossil fuels and highly vulnerable to fuel price rises which are certain to rise in the future. Changes in fuel use require changes in infrastructure and land use which take years to accomplish, so a transition strategy is urgent. It is also a core area of HCC influence through its statutory responsibilities for land use planning and public transport.

2. Critique of Actions in Progress Report

A number of initiatives are underway, including promoting alternative transport options such as cycling, buses and workplace/school travel plans. These are a good starting point. However there is no strategy – they are not linked to any sustainability goal or timeframe, and some of the actions are data collection exercises.

The actual indicators are somewhat confused. Bus patronage has gone down, but it is not clear whether this is because more people are walking, cycling, or working from home (which would be a more sustainable outcome), or because they are now taking cars (which would be less sustainable). The key indicators to use are vehicle kms driven and total transport fuel consumed. Indicators should be in absolute numbers rather than percentages, which can mask the extent of change.

The strategic value of the rail system which passes through Hamilton is not recognised. Rail tends to be four times more fuel efficient than trucks for freight and reduces pressure on the roading system and associated costs.

Specific action plans with allocated responsibility are need to meet the goals once they are decided.

3. Recommended Strategic Developments

These should include

- A long term rail plan that optimises the benefits of the existing rail system and consider light rail extensions to the airport and Mystery Creek, and rail connections for as many businesses with heavy freight as possible. This would need policy continuity to work.
- With shorter term effect, a bus plan to increase use of the existing bus system could partner with the University of Waikato and Wintec to charge reasonable parking fees on campus and redirect that money to subsidise bus passes for all students and staff. This could be extended to other large employers such as the hospital.
- Cycle planning that starts with the advantage of a fairly flat terrain and wonderful green corridors along the river and in the gullies which allow the integration of transport with biodiversity restoration and amenity recreation.
- Improvements in the bus service – to be specified from survey research of public attitudes and behaviour – that would encourage the public to use buses more. It is likely that convenience and frequency are more important attractors than pricing.
- Advance quickly the workplace and school travel plans already in the strategy.

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Transport planning is closely associated with land use planning. A denser core to the city for people who want to live within walking and cycling distance will also favour public transport use for longer trips, as detailed further in the next section.

The Panel recommends that

- Council take leadership of planning for reducing vehicle use, enhancing public transport and facilitating walking and cycling with specified goals, indicators and timeframes.
- Council work with KiwiRail to develop a strategy for optimising the use of rail.

2.4 Land Use

1. Reasons for Strategic Action

The use of land is absolutely critical to achieving many goals associated with sustainability. It is also one of the mechanisms available to HCC which can influence the future direction in a positive, long term manner. While policies do play a role, behavioural change, best practice and exemplar projects can exert key influences.

Land provides the resources to grow our food, the space for human activities, and the basis for biodiversity – the species unique to the Hamilton region.

Land use largely dictates transport patterns and the scope for reducing energy use.

2. Critique of Actions in the Progress Report

Statements about land use density are very unclear. An increase in greenfield development from 35% to 59% is reported as positive, but it is not clear why this is asserted. A target is mentioned of having no more than 50% greenfield development, but this has been exceeded in the last three years. Goals, targets and indicators need to be thought through clearly and related to sustainability.

3. Recommended Strategic Developments

Higher density urban living allows significant reduction of car use, as shorter distances encourage walking and cycling and there are enough people to support good public transport and encourage city centre investment. It allows better energy use in buildings, as apartments need less heating than standalone houses. Distances for reticulation of water, waste water and electricity are reduced. It also provides convivial social contact.

On the other hand, all food must be brought in from outside the city. There is increased interest today in home vegetable gardening, fruit trees and even bees and chickens as part of growth in urban self-sufficiency. It is important to provide for this lifestyle for those who will actually use the land in this way. Extended families, particularly Maori and Pasifika, are likely to favour more living space than inner city apartments can provide.

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A mix of densities can provide for varied lifestyle options, but it is important to plan for that. As Hamilton has a large stock of standalone houses on quite large sections, provision should be made in the centre city for higher density living for those who favour this.

In order for this to happen, there is an urgent need to restrict the supply of land on the periphery of the city (such as at Waiwhakareke). This also links to related objectives such as the need to protect the productive capacity of agricultural land and to conserve the very small amount of native biodiversity left in and around the city. The greater the choice of peripheral development sites, the less likely it is that capital will be attracted to regenerate the core.

Areas for densification should be chosen for their proximity to public transport and major work and education destinations. An eco-subdivision site in the heart of the city would demonstrate to developers how buildings can minimise their footprint and their demand for water and energy, and also demonstrate that a market exists for such properties.

The Panel recommends that

- The Sustainable Hamilton Strategy adopts a specific target for new dwellings in the urban core.
- HCC support low impact innovative design and construction through the consent processes.

2.5 Biodiversity

1. Reasons for Strategic Action

New Zealand's ecology is unique. Many species are still not catalogued or understood, especially their interconnections with each other. Some species perform vital functions that service human living, including

- Cleaning waterways
- Cleaning the atmosphere
- Providing habitat for organisms that are predators on introduced pests
- Providing natural medicines for humans and stock
- Providing soil structures and nutrients essential for growing food for humans, both directly and through livestock.

Together, the species of New Zealand's ecologies form part of our national identity.

In New Zealand, half of our bird species have disappeared, 90% of our wetlands ecologies have been destroyed by draining, and over 30% of our indigenous plant species are threatened. We have approximately 2,500 native plant species and well over 6,000 introduced species (exotic plants), 2000 of which have escaped into the wild and are now considered invasive weeds.

The Waikato region has preserved less of its original biodiversity than most other regions. It is largely an exotic landscape, but there are some special values and opportunities in Hamilton

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City. In particular the gully system is of great ecological value, with AJ Seeley Gully and Jubilee Park of special note.

Threats to biodiversity include habitat destruction through development of roads and buildings, and changes in environmental conditions such as increasing frequency and severity of droughts in a changing climate.

2. Critique of Actions in the Progress Report

Biodiversity is perhaps the most successful part of the current sustainability programme. The gully restoration programme has been running for several years and there are some indicators that are measured (Tui, landowners involved). There are new programmes in predator tracking and monitoring of four streams. Significant input from the University of Waikato and other groups in the community has been important.

However the Sustainable Hamilton Strategy has no overall goal for biodiversity – what is most important to protect and restore, and how much of it by when? It is not clear how and why the indicators (e.g. Tui count) were chosen. There is also no explanation of what these indicators measure about wider ecological health.

It is unclear how much of the responsibility for biodiversity lies with HCC and how much is taken on by outside organisations.

3. Recommended strategic developments

These should:

- Relate the existing programmes and monitoring to an overall sustainability goal for biodiversity, with a timeframe for improvement.
- Encourage business to participate more by taking ownership of particular programmes and funding them.
- Take special care to protect and enhance the relationships with the University of Waikato, other interested groups/organisations, and private landowners, which have been such a feature in the success of the restoration programmes.

The Panel recommends that

- The strategy state a goal to restore x area of native habitat by year y, with targets for particular species and areas as priorities.
- HCC further develop partnerships with business to fund particular protection programmes.
- HCC further develop relationships with and assist community groups with an interest in monitoring and managing protected areas.

2.6 Water

1. Reasons for Strategic Actions

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Water is fundamental to all life, from biodiversity to the economic success of farming. It is important for human wellbeing through food production, recreation and aesthetics, for natural removal of wastes and toxins, and for hydro generation of electricity. Many waterways have been so burdened with waste, artificial nutrients, toxic chemicals, and silt, that the quality of their water for these crucially important purposes has become seriously compromised.

The Waikato River is a key part of Hamilton's biological infrastructure, and is therefore one of the most valuable assets that the city possesses. Wetlands (the peat lakes) and forest remnants in the gullies are important for their capacity to hold water, clean it and release it slowly, as well as providing habitat for native species. In the interests of the human population, these fundamental ecological functions must be protected and enhanced.

Water resources are predicted to be seriously affected by climate change, with more severe droughts and floods. This requires proactive measures to mitigate the anticipated impacts. Both quantity and quality need attention and they are interrelated – smaller inflows lead to more concentrated pollutants.

Maintaining water supply to homes and businesses will be more difficult and costly as drought reduces water availability and population growth requires new capital intensive infrastructure. Actions to conserve water and enhance the efficiency of its use would benefit both the ecology and the economy of Hamilton.

Water quality and quantity is an area where HCC has considerable influence, in cooperation with the Regional Councils, through land use policies, building design standards, and the water and waste-water requirements for subdivisions.

2. Critique of the Actions in the Progress Report

The provided indicators showing the suitability of the river for contact recreation suggest that this is bordering on an ecological disaster. However it is not clear just what has been measured and why this has declined so dramatically compared with 'ecological health' which has declined much less.

Long time frames are needed to measure trends in water quality as a high rainfall year can dilute the pollutants, with the trend being reversed in a drought year. Hence, the indicated delays in even commencing comprehensive measures in the gully systems appear to contravene HCC's required duty of care to the biological infrastructure.

No goal or timeframes have been set. There needs to be a long term goal, such as:

'The quality of the Waikato River water leaving Hamilton must be as good as the quality entering it, by 2030.'

Shorter term milestones can then be set – eg 'x% improvement by 2020, y% by 2025'. Setting a goal like this would also help in town-country relationships. Farmers are under pressure – as they should be – to reduce their runoff of nitrogen and faecal material and bacteria into the Waikato River, but if they can point the finger at the degradation within the city they will be less

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inclined to take action themselves.

It needs to be clear just what will be measured to assure this, for both human contact and ecological health, and who will measure and whom they will report to.

Action plans need to ascertain the main source of pollution. How much comes down the tributary streams? How much is run off from roads? What is the quality of sewage discharges entering the river? How can we work with upstream partners to achieve these targets?

It is good that city streams are monitored for biodiversity, though the indicators seem to be about pollutants rather than species health. This may need to be clarified – both are important. Monitoring of the streams needs to be integrated with monitoring of the river as they are all part of the one system.

3. Recommended Strategic Developments and Specific Actions

The Panel recommends that

- A strategic goal be set for water resources, with targets, timeframes and indicators for the river, streams, wetlands and reducing waste.
- Suitable indicators be chosen for each target and responsibility assigned for measuring them. For example, to reduce average household usage by x by y.
- Sources of pollution of the river and the streams be investigated and actions developed to address them. These could include, for example, silt traps on the major storm water drains from roads, further planting and protection of banks of streams and margins of wetlands, and improved sewage discharge quality.
- HCC increase public appreciation of the Waikato River and thereby inspire actions to protect it, by providing public access to the whole length of the river within the city, with walking and cycling paths integrated into the margin.
- HCC lead and encourage installation of sustainable drainage and impermeable surfaces rather than continuous paving, and 'green roofs', both of which mitigate the effects of peak rainfall events by letting more water percolate into the ground and slowing runoff to the river. Through evapotranspiration, they also make the city more comfortable to live in. Design guidance can facilitate these options.
- HCC offer guidance and leaderships on water conservation to homes and businesses while linking this clearly to the benefits of protecting the Waikato River and streams, and to the overall declared target for reducing water use.

2.7 Waste

1. Reasons for Strategic Action

HCC's "Waste Management & Minimisation Plan 2012" is a comprehensive document which outlines all aspects of waste in the city: services, management, data collected and recommendations. The vision is admirable: *'Hamilton City become recognised as a national leader in the minimisation of waste and ensure that innovative and sound waste management*

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practices underpin the City's environmental, social, economic and cultural well-being'.

A robust strategy with resourcing is required to manage and minimise waste in the city. Over 700,000 tonnes of waste goes into Waikato landfills annually - a 19% increase in over a 5 year period. We divert approximately 64% of waste from Landfills in Waikato, and recycling is increasing, however, as a country we throw over 252,000 tonnes of plastic into landfills each year, we throw away approximately 22 million plastic bags a week, and 30% of paper goes into landfills rather than recycling.

This means we are throwing away resources and paying for the privilege. We rarely consider that it goes into the environment and doesn't just 'go away'. Landfills have the potential for seriously damaging environmental impacts, including passage of leachates and heavy metals into soils and waterways, and emission to the atmosphere for over 30 years of greenhouse gases methane and carbon dioxide (although a small number of New Zealand landfill do separate methane to generate electricity). Landfills are also costly to run due to the risks and long term monitoring.

2. Critique of Actions in Progress Report

The current Sustainable Hamilton Strategy does not include targets to achieve the vision stated in the Waste Management and Minimisation Plan. It should align fully with this Plan and highlight and enact key aspects of it. Strong goals and KPI's need to be set to achieve a reduction in waste to landfill and also a change in community and business behaviour.

Indicators in the Report show a slight decrease in kerbside recycling. However, the indicator is in kg's and it is not clear whether people are recycling less because they are buying less, or whether they are not using the system, or whether they are taking more recyclables to the recycling station. It would be useful to have an indication of the proportion of households that use kerbside recycling, and identify barriers to use of it.

Organic waste data is collected only from a contractor service. In isolation, it is a minimal amount. HCC needs a measure of the proportion of households that are composting organic waste, worm farming, or diverting organic waste in other ways.

The HCC indicators show that waste to landfill is declining. However, over three years the decrease is only 2%, which is minimal. The reasons for this needs to be better understood.

HCC already has plans to initiate waste minimisation programmes such as creating a garden and setting up worm farms on the roof of its building, and reduce landfill waste by 40%. The Council needs to set up innovative tangible waste diversion systems and programmes, and then invite other businesses to do the same.

HCC already funds waste minimisation initiatives in the community via Waste Fund. This is a good initiative to engage and educate.

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3. Recommended Strategic Developments

The Panel recommends that HCC introduce

- Financial incentives to encourage waste separation and recycling, coupled with HCC education and advisory programmes.
- Strong promotion of the Waste Exchange- No Throw initiative.
- A strategy to minimise and eventually phase out use of plastic retail packaging - bags and trays.
- Innovative demonstration of waste diversion systems and programmes, followed by invitations to businesses to do the same.
- Stronger support of the Waste Fund that finances waste minimisation initiatives in the community.
- Its own version of the Raglan Xtreme Waste programme, thereby improving waste diversion and creating opportunities for waste innovation businesses and employment through HCC/business partnerships.

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Terms of Reference for Sustainability Panel

1. Background

Hamilton City Council has adopted the Sustainable Hamilton Strategy (2012). The Vision of this strategy is “Changing the way we live for a better future”. The key priorities required to give effect to this vision are:

- Healthy Natural Environment
- Leadership and Collaboration
- City Living and Business

The first Action Plan under this Strategy was adopted in April, 2013 and includes an action to develop a Sustainability Panel (the Panel) that is tasked to complete an annual and impartial review of Hamilton’s sustainability performance. This Terms of Reference have been written to enable the formation and ongoing management of this Panel.

2. Function of the Sustainability Panel

The function of the Panel is to conduct a technical review of Hamilton City’s sustainability performance and future direction. This assessment will provide guidance for the Leadership Forum and Council when they are reviewing the annual Action Plan. Initially at least, the focus would be the Sustainable Hamilton Strategy and annual Action Plan.

3. Process

- As part of the Sustainable Hamilton Strategy output, Council’s Strategy and Research Unit is required to coordinate development and implementation of an annual Action Plan. Nearing the end of the yearly Action Plan cycle, the Unit will produce a report on performance of the projects within the Action Plan.
- As well as submitting this report to the Strategy and Policy Committee, it is also supplied to the Panel.
- The Panel is to meet to discuss and prepare a response giving a detailed critique of the performance of the Action Plan.
- The scope of the Panel’s report may include issues that are not considered within the current Action Plan. The Panel can also consider projects that are part of other City strategies (such as Social Well-being and Access Hamilton).
- Upon completion, the Panel’s report is sent to both Council and the Leadership Forum to be used in consideration of the annual Action Plan review, and when required, review of the Sustainable Hamilton Strategy.

4. Panel composition

- Given the scope and complexity of this Strategy, it is recommended that the Panel comprises of 3 to 5 people to ensure all areas of expertise are covered.
- At least 3 of the Panel members should be closely connected to Hamilton (through residence or work) and have a good understanding of the key issues facing the city and wider region.
- To ensure a high degree of transparency and robust critique of performance, the Panel members will not be from either Hamilton City Council or a member of the Leadership Forum.
- Areas of expertise of the Panel must include:
 - a. Natural systems – emphasis on the scientific understanding of biodiversity, water, air and soil
 - b. Community resilience – education, urban design, energy, local food
 - c. Economy and business processes – green growth, community engagement, social enterprise
 - d. Role of Tainui, including the Joint Management Agreement, the Waikato Raupatu River Trust and concept of Kaitiakitanga
 - e. Knowledge of systems approach to ensure connectivity between these fields of knowledge
- It is not expected that any one Panel member is an expert on all areas mentioned above.

5. Appointment of First Panel

- To ensure the appropriate level of expertise is present on the Panel expressions of interest from residents within Hamilton and the wider region will be sought.
- It will be made clear to applicants that membership of Panel is on a voluntary basis (meeting and other administrative costs will be met by the Hamilton City Council).
- Council staff will collate the list of Panel applicants and write a recommendation with regards to level of expertise in the key issues discussed outlined in clause 4 above.
- In order to achieve a high level of transparency and to ensure that there is a clear separation between the Leadership Forum and the Panel, the initial selection of members will be conducted by a group comprised of the Hamilton City Council Chief Executive and two other recognised experts in sustainability in New Zealand who are not part of the Leadership Forum.

6. The Panel Chair

- The Panel nominates and elects a Chair every 12 months.
- Any full member of the Panel may nominate for the position of Chair.
- Nomination and election of the Chair is conducted at the first Panel meeting, prior to commencement of discussion on performance of the Sustainable Hamilton Strategy.

7. Role of the Chair

The key role of the Chair is to:

- Preside at each Panel meeting.
- Represent the Panel at Council meetings.
- Report back to the Panel regarding any meetings, forums or events they have attended as a Panel representative.
- Be first point of contact for all correspondence with Council and other organisations and groups in the community.
- Coordinate the writing of the annual report.

8. Operation and Conduct

a. Meeting schedule / timing / nature

- The Panel will meet as required but no less than once annually.

b. Reporting

Notes of discussion and issues raised at each Panel meeting are provided to all Panel members, HCC General Manager - Performance and the Sustainability Working Group.

c. Agenda distribution / minutes

- Agendas for the Panel meetings will be distributed 5 working days prior to the meeting date.
- Agendas will be set by the Chair.
- Minutes of the Panel meetings will be distributed to members no later than 5 working days after the Panel meeting.

d. Staff support / servicing the Panel

- The Council will provide administrative support for the functions of secretary and will be the first point of contact for Panel members relating to administrative matters pertaining to meeting schedules, timing, and reimbursements.
- The nominated secretary will be responsible for coordinating Panel meetings, catering, paperwork, reimbursements, committee presentations from the Panel, council/Panel communications and other administrative functions as they arise.

e. Resourcing the Panel

An amount will be allocated per annum to the administration of Panel meetings – booking meeting rooms, catering, printing, and any reasonable travel costs.

f. Protocols for members / conflicts of interest

To assist the Panel members in the above matter, each Panel member will provide a list of the organisations they represent and their role within each of these organisations.

g. Conflicts of interest

Panel members are to:

- Declare any conflicts of interest to the Panel and then abstain from discussions and decisions where there is a conflict of interest.

Note: a conflict of interest is likely to occur if a Panel member has a pecuniary or social interest in a matter being discussed by the Panel. In other words, the member may stand to benefit from a decision made by the Panel about that particular matter. An example could be a discussion about a project that the member may be involved in as a consultant or contractor. A conflict may also be perceived rather than actual. Such conflicts need to be considered and a decision made as to whether they should be treated as actual);

- Where there is a lack of clarity around whether there is a conflict of interest or where such a conflict could be perceived, raise these concerns with the Panel and seek a decision on whether or not the issue is to be considered as if a conflict of interest.
- Keep confidential any matters brought to it in confidence.
- Ensure that their behaviour or actions do not bring the Council, Leadership Forum or Sustainability Panel into disrepute. Note that this does not prevent members from legitimately challenging council policy decision.

9. Decision making process

The Panel is not an approvals body. Notwithstanding this, the Panel will be required to provide an annual report that includes advice and recommendations to give to the Sustainable Hamilton Leadership Forum and Council. Therefore the Panel decision making process needs to ensure that it is:

- Based on robust information and debate ensuring that the different perspectives of the members are considered.
- Developed and presented as the Panel's view.

Note that this does not mean there can be no difference of opinion. What it does mean is that members are expected to support publicly, and not undermine recommendations made by the Panel even if their personal view differs from the collective view, and keep difference of opinion. This does not prevent members from legitimately expressing their individual or representative organisations view on council policy decisions.

10. Quorum

A minimum of three (3) full members of the Panel are required to form a quorum for each meeting.

11. Term of office / resignations / replacements

- Members are appointed for a period of two years with an option for renewal for an additional year to allow for a staggered replacement of the panel.
- New Panel members must receive an induction into Hamilton City Council processes, the Terms of Reference of the Panel and the Sustainable Hamilton Strategy (as well as all other relevant City strategies as required).
- In the inaugural year, full members will be either renewed or replaced on a rolling schedule to ensure the introduction of the first cohort of new members is staggered over a number of years.
- Terms of membership expire on the 24th month anniversary of the Member's first review. The first review will be conducted in February, 2014.
- In the event of a panel member leaving, existing members will work with Council staff to advertise for expressions of interest from the public. Applicants will be assessed based on the need to replace the expertise of the departing member of the Panel. Where appropriate (key expertise and availability), applicants residing outside the city should be considered.

12. Review of the Panel

The performance and expertise requirements of the Panel will be reviewed before the end of its second year of operation and thereafter, every two years.

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Creative Waikato Report

Author: Deanne McManus-Emery

Status	<i>Open</i>
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This report provides an overview of both Creative Waikato and the Arts Sector within Hamilton City.

In 2011, Trust Waikato and Hamilton City Council, as two major funders of arts and culture in the region, began looking at the value of forming a new arts organisation that combine and extend the roles of pre-existing organisations Arts Waikato and Creative Hamilton.

At the heart of the review, the desire was to an increase and cohesive strategic support for the region's arts sector. The existing organisations had similar goals and strengths but both struggled with limited resources.

The primary difference between the organisations was that, Creative Hamilton administered the CNZ Creative Communities funding scheme, and had limited resource to engage in the 'field', and with no funding responsibilities, Arts Waikato was able to be more focus on developing the capacity of the sector, and over time, eventually became more involved in the Arts Education sector.

By mid-2012, both Arts Waikato and Creative Hamilton were dis-established, to enable the establishment of the Creative Waikato Trust.

Creative Waikato commenced operations and continued to build upon the work of both Arts Waikato and Creative Hamilton, with the benefit of a single clear mandate for leading strategic development and capacity building within the arts sector.

Creative Waikato's vision is "Creativity in Everything", with the goal that the Waikato has a thriving and distinctive creative sector and that all communities treasure its essential contribution to life.

This verbal report will be presented by Sarah Nathan, Chief Executive, and supported by members of the Arts Sector.

Recommendation

That the Report be received.

1. Attachments

- Attachment 1 - Creative Waikato Cover Report

Signatory

Authoriser	Lance Vervoort, General Manager Community
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The Community Forum Sub Committee

Key Creative Sector Issues for Hamilton 2015

CREATIVE WAIKATO - Pre-briefing Paper
Sarah Nathan - CEO



Thanks for the invitation to talk in an open forum regarding key issues for the Creative sector in Hamilton. Here is an overview of the items we feel would for make productive discussion and information sharing:

Creative New Zealand Regional Pilot

- Update on progress
- The role Creative Waikato will play

Artist's space for art production

- Significant gap for Hamilton since recent commercial and Council redevelopments
- Options going forward

Art Gallery

- Arts Gallery white paper

Founders

- The critical importance of getting the flytower fixed sooner rather than later

Māori Arts

- The gap
- The opportunities

Who Fund the Arts

- Some changes in the community funding sector which are effecting the sector

Contemporary music challenges

- Big things happening in Hamilton with contemporary music, but some big challenges remain

Boon event

- Briefing on the new exciting street art event for Hamilton

Orchestras Central

- Update on progress

Clarence St

- Update on progress

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Sistema Waikato Report

Author: Deanne McManus-Emery

Status	<i>Open</i>
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This report provides an overview of the Sistema Waikato.

Sistema is a group based, free, open and accessible programme that aims to transform the lives of children and their families through music and participation, fostering confidence, teamwork, pride and aspiration in its students. It is based on the Venezuelan El Sistema model which was devised by José Antonio Abreu in 1975 and is focused on areas of deprivation and communities in our society in most need. Abreu's vision recognises that music is:

'An agent of social development, in the highest sense because it transmits the highest values - solidarity, harmony, mutual compassion. And it has the ability to unite an entire community, and to express sublime feelings.'

Sistema offers the opportunity for a more positive inspirational future for children providing social and personal development, improved confidence, self-esteem, social skills and the ability to concentrate. It works with young children from an early age, is totally inclusive and reaches/sustains engagement of the hardest to reach families through a programme of long term intervention delivered on a community wide scale.

Sistema Waikato is working with students from Crawshaw, Rhode Street, Nawton and Forest Lake Primary Schools in West Hamilton, being based at Nawton School.

This verbal report will be presented by Rupert D'Cruze and Sinead Hill.

Recommendation

That the Report be received.

1. Attachments

- There are no attachments for this report.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Community Occupancy Policy
six-monthly report

Author: Renee McMillan

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Community Occupancy Policy</i>
Financial status	<i>There is no budget allocated</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- The purpose of this report is to present a six-monthly update on implementation of the Community Occupancy Policy (Policy), as requested by the Subcommittee.

3. Executive Summary

- In November 2013, Council adopted the Community Occupancy Policy to guide decision making regarding community occupancy.
- Since adoption, 23 new agreements have been granted.
- 13 groups have expired leases and applications are in progress.
- The current process provides for extensive assessment and deliberation on applications for community occupancy.

8. Recommendation from Management

That the report be received.

9. Attachments

- Attachment 1 - Details of Community Occupancy Agreements

11. Key Issues

12. Background

13. Council supports the vital role community groups (groups) play in Hamilton City. One way Council supports these groups is by making land and buildings available for community occupancy.

14. In November 2013, Council adopted the [Policy](#). The Policy outlines decision making regarding community occupancy to ensure a consistent, equitable and transparent approach is implemented.

15. In February 2014 Council adopted [Guidelines](#) to assist staff in the administration of community occupancy agreements.

16. This report provides an update on implementation of the Policy and the option to present applications to the Subcommittee, as requested by the Subcommittee.

17. Implementation Update

18. 105 groups are occupying land and/or buildings under the Policy. Some groups have multiple agreements, so there are 113 agreements in total.

19. Since adoption of the Policy, Staff have engaged with all 105 groups and continue to work with groups on a regular basis. A full time staff member has been appointed in the Parks and Open Spaces Unit to manage community occupancy.

20. A summary of implementation is provided below. For further details refer to Attachment 1.

- 95 agreements are current, which include:
 - 23 new agreements have been granted
 - 7 groups have exercised their right of renewal
 - 2 variations have been approved
 - 1 assignment of lease
 - 2 expire within the next 12 months
- 18 agreements have expired. In all cases where an agreement has expired, groups have interim occupancy agreements that continue on a monthly basis. Of these 17:
 - 4 applications will be presented to the 22 October 2015 Finance Committee for consideration.
 - 2 applications are in progress.
 - 3 are awaiting receipt of an application from the community group.
 - 9 applications are on hold awaiting outcomes of other Council processes e.g. Lake Domain Management Plan review, River Plan, Biking Plan, change of reserve classification. As these processes are finalised, applications will be processed.
- 3 new applications have been received and are in progress.
- 4 applications for exceptional circumstances have been received, of which one was granted, one declined and two in progress.

21. Current Process
22. Applications are assessed in accordance with the Policy and Guidelines, and staff recommendations are presented to the Finance Committee for decision making.
23. The authority to approve the lease of Council properties has been delegated by Council to the Finance Committee, as outlined in the Terms of Reference for the Finance Committee.
24. Extensive deliberation is provided at the Finance Committee regarding applications for community occupancy and groups have the opportunity to speak in support of their application during Public Forum at the Committee meeting.
25. If a proposed lease or licence is of land subject to the Reserves Act 1977 (Act), and the proposal is not included within the relevant Reserve Management Plan, an additional process including consultation is undertaken to meet the requirements outlined in the Act. A recent example of this is the lease application by the Hamilton Roller Skating Club at Melville Park which was publicly notified.
26. Option to present to Community Forum Subcommittee
27. The Subcommittee does not have the delegation to approve leases of Council properties, nor does Strategy and Policy Committee to which the Subcommittee makes recommendations to, (as per the Terms of Reference for the Strategy and Policy Committee).
28. For the Subcommittee to consider applications for community occupancy, Council would need to change its delegations by resolution. This could be brought directly to Council by way of a staff report, or through a recommendation from the Community Forum Subcommittee via the Strategy and Policy Committee.
29. The Council resolution would need to record a change to the following Terms of Reference:
Option 1:
 - Finance Committee - the Committee's authority to approve leases of Council properties would need to be subject to an exception for community occupancy agreements.
 - Community Forum Subcommittee - to include the authority to make recommendations on community occupancy applications to the Strategy and Policy Committee.
 - Strategy and Policy Committee - to include the authority to approve community occupancy agreements, as recommended by the Community Forum Subcommittee.*Option 2:*
 - Community Forum Subcommittee - to include the authority to make recommendations on community occupancy applications to the Finance Committee.
 - Finance Committee - to note that matters may be referred to it from the Community Forum Subcommittee.
30. These options would not add value to the current process which provides for robust assessment by staff, deliberation by Elected Members regarding applications and sufficient opportunity for engagement with groups. Either of the options highlighted above are also likely to elongate the process by requiring additional steps to the approval process.

31. Financial and Resourcing Implications

- 32. The new rental payable in the Policy became effective 1 January 2015 and is being phased in over a two year period. From 1 January 2016 community groups will pay the full rental.
- 33. On adoption of the Policy and Guidelines, projected annual income from Community Occupancy was \$139,242.16.
- 34. Actual annual income is estimated to be \$132,026.60. The variance is a result of confirming lease areas, building categories, granting of exceptional circumstances and additional buildings being covered by the Policy e.g. Celebrating Age Centre.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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**Community Occupancy Implementation Report
31 July 2015**

Summary

Status	Number
Current agreements	95
New agreements granted	23
Right of renewal exercised	7
Agreements expiring within next 12 months	2
Expired agreements	18
New applications	3
Exceptional circumstances applications received	4

New agreements granted

Community Group	Location	Term (years)
The Girl Guides Association of NZ	Hamilton Gardens	5
The Scout Association of NZ	Hillcrest Park	15
Hamilton Citizen's Band	Clyde Park	15
Waikato Canine Obedience Club	Bristol Park	15
Hamilton Dog Obedience Club	Melville Park	15
Hamilton Racing Pigeon Club	Innes Common	15
Hamilton Smallbore Rifle Club	Hillcrest Stadium	10
Hamilton Mountain Bike Club	Pukete Farm Park	15
Riverside Rodders	Bristol Park	15
The Order of St John	Onukutara Park	15
Waikato Digital Network	Enderley Park	1
Shinjokai Karate	Frankton Railway Park	1
Waikato Dance Performance Trust	Old St Peters Hall	1
Age Concern	Celebrating Age Centre	1
Grey Power	Celebrating Age Centre	1
Senior Net	Celebrating Age Centre	1
Citizens Advice Bureau	Old St Peters Hall	1.5
	Caro Street	5
Volunteering Waikato	Caro Street	5
Hamilton Multi Cultural Services Trust	Caro Street	5
Waikato Ethnic Family Services Trust	Caro Street	5
Waikato Society of Arts	Arts Post	5
Hamilton City Bowling Club	Hinemoa Park	2

Right of renewal exercised

Community Group	Location	Term (years)
Hamilton Multicultural Services Trust	Claudlands Park	5
Hamilton Light Horse Club	Hamilton Gardens/Flynn Park	5
Aberdeen School	Wake Park	5
Fraser Tech Rugby Club	Fraser Tech Park	33
NZ Model Power Boat	Lake Domain	5
The flagstaff Club	Flagstaff Park	5
Waikato Society of Potters	Ward Park	10

Expired agreements

Community Group	Location	Agreement Expiry	Comment
Hamilton Community Men's Shed	Ward Park	Jul 2015	To be presented to October 2015 Finance Committee
Arts for Health	Ward Park	Jun 2015	
Artmakers Trust	Ward Park	Jun 2015	
Hamilton Cadet Forces Charitable Trust	Dey Street	Mar 2015	
Hamilton City Netball Club	Minogue Park	Nov 2013	In progress
Metro Judo	Pembroke Park	Jul 2015	In progress
Waikato Dragon Boating and Waka Ama Association	Innes Common	Nov 2013	On hold waiting outcomes of Lake Domain Management Plan review and Ferrybank Master Plan development
	New Memorial Park	Aug 2013	
Nga Tai Whakarongo Whanua Hoe Waka	Innes Common	Nov 2013	
	Lake Domain	Oct 2014	
	Roose Commerce	Dec 2013	
Te Toki Voyaging Trust	Innes Common	Nov 2013	
Waikato Hockey	Innes Common	Jan 2014	
Fischer and Associates	Nawton Tennis Courts	Jun 2014	On hold waiting outcomes of Biking Plan
Ruakura Hauora O Tainui	Enderley Park	Aug 2014	Waiting outcome of change of classification process
Resthills Sports	Resthills Park	Oct 2014	Awaiting application
Melville Football Club Inc	Gower Park	Dec 2013	
		Gower Park	Dec 2013

New applications

Community Group	Location	Comment
Hamilton Roller Skating Club – Speed Skate Track	Melville Park	In progress
Eastside Apostolic Foundation	Yendell Park	In progress
Hamilton Radio Car Control Club	Pukete Farm Park	In progress

Agreements expiring within 12 months

Community Group	Location	Expiry Date
Scouts – Norton Road	Norton Road	Feb 2016
The Waikato Guild of Woodworkers	Storey Ave	May 2016

Applications for exceptional Circumstances

Community Group	Status
Riding for the Disabled	Approved
Hamilton East Croquet Club	Declined
Berkley Middle School	In progress
Hamilton Roller Skating Club	In progress

Other

Lease Variation – River Glade Archers – change in hours of use
Lease Variation – Waikato Regional Volleyball – change in leased area (waiting for documentation from group)
Assignment of Lease – Hamilton Childcare Services Trust to Waikato Kindergarten Association

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Options to support energy
efficiency initiatives

Author: Ihsana Ageel

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Sustainable Hamilton</i>
Financial status	<i>There is not budget allocated</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance and Engagement Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. The purpose of the report is to provide the Subcommittee with options for Council to consider relating to energy efficiency initiatives, in particular the Warm-Up NZ Programme.
3. The report also recaps the merits of a Voluntary Targeted Rates scheme (VTR) as investigated previously by Council.

4. Executive Summary

5. Council has limited involvement in energy efficiency initiatives in the city. Involvement is mainly through the Eco Design Advisor service.
6. A Voluntary Targeted Rates scheme (VTR) has been previously considered by Council for solar hot water heating but was not taken up. Council had also previously resolved not to introduce a Rates Postponement and Energy Efficiency scheme, but requested staff instead, monitor the scheme and advise Council in the future of any developments.
7. The most typical way to fund a community energy efficiency scheme is for Council to borrow the upfront costs of an installation and recover that through a VTR. This model has implications for the financial strategy and capital programmes of Council, depending on the level of uptake of the scheme.
8. No changes are recommended to the support provided by Council to energy efficiency initiatives in the city.

9. Recommendation from Management

That the report be received.

10. **Attachments**

11. Attachment 1 - Auckland Case Study

12. **Key Issues**

13. Background

14. The Community Forum Subcommittee requested an outline of the current activities and involvement by Council in energy efficiency programmes, and for them to be reported back to the 19 August 2015 meeting. These programmes are profiled below, as well as options for Council to consider to support energy efficiency initiatives going forward.

15. Hamilton City Council’s Energy Management Programme

16. Council has maintained a formal in-house energy management programme since 1999. This programme resulted in annual cost savings of more than \$500,000 p.a. by 2006.
17. In 2012, Council engaged EECA service provider 0800 Save Energy to deliver a revitalised energy management programme with a particular focus on Council’s large commercial buildings.
18. The programme has been successful and allowed access to cost effective energy management expertise while building in-house staff capability. This three year programme finished in June 2015. A new programme is under development.
19. Current resourcing within council includes an energy consultant and the Eco Design Advisor.

20. Warm Up NZ programme

21. Warm Up New Zealand: Healthy Homes is a government insulation programme delivering about 46,000 warmer, drier and healthier homes. The programme is targeted at households (including renters) that have a Community Services Card and are at high health risk.
22. The Energy Efficiency and Conservation Authority (EECA) have been offering the Warm Up NZ programme for a number of years.
23. A recent change in the requirement to include third party (such as WEL Trust) funding to meet 66% of the costs, has meant that third party funders can provide free insulation for a reduced number of houses.
24. Currently HCC has no involvement in this programme other than annual submissions to WEL Trust in support of their ongoing co-funding of the programme.

Benefits	Issue
100% subsidised insulation in low income housing where energy poverty and subsequent impacts on health of residents is a major issue.	Insulation usually ‘only’ meets minimum standards, which is often results in substandard performance outcomes due to other issues such as energy poverty or inappropriate heating devices.
Addresses a core requirement for healthy homes - roof cavity and under floor insulation.	Does not deal with other issues such as wall or window insulation, clean heating or moisture issues.
Large funding commitment from central government.	Future funding from Government beyond this financial year is unknown.

25. Whare Ora programme
26. The Whare Ora programme is a free initiative that supports whanau to create healthier homes that are warmer, drier, and safer. Te Puna Oranga (Maaori Health Unit, Waikato District Health Board (WDHB)) has completed a successful trial run of the Whare Ora programme.
27. This programme focuses on homes that have been identified as significantly contributing to the poor health of the people living in them. The identified homes get a full retrofit, including heating, insulation and moisture removal improvement.
28. The trial has been successful largely through a strong collaborative approach, including; WDHB, Housing NZ, HCC and Habitat for Humanity.
29. [The Waikato Times](#) recently profiled an update and success of this programme (June 2015 Waikato insulation programme making traction on whanau health).
30. An overview of this project was provided by Te Puna Oranga General Manager, Ditre Tamatea at the 03 June 2015 Community Forum Subcommittee.
31. Council’s role in this project has been providing training for WDHB staff, through the Eco Design Advisor service, so that they can provide an effective initial assessment of client homes.

Benefits	Issue
100% subsidised full retrofit of homes and training of people in the homes to ensure appropriate use.	Is relatively expensive to implement so significantly restricts the number of houses that can be retrofitted.
Provided improvements are used properly, homes will be warm and dry – reducing health related costs (social – first priority) and economic costs (productivity and reduced energy demand).	Still relies on understanding and appropriate use of improvements. Energy poverty may still impact the performance of the home, especially regarding heating.
Funding commitment from Waikato DHB.	Unknown what future funding opportunities are available and whether or not existing funding could be scaled up.

32. Upcoming legislative changes
33. The Government is proposing to amend the Residential Tenancies Act 1986 to improve rental standards and tenancy services. The relevant proposed changes are:
 - New requirements for ceiling and underfloor insulation in residential rental properties by 1 July 2016 for Housing New Zealand and Community Housing Provider tenancies, and by 1 July 2019 for all remaining tenancies.
 - A new requirement from 1 July 2016 for all landlords to state in tenancy agreements the level of ceiling, underfloor and wall insulation.
34. A Residential Tenancies Amendment Bill is to be introduced to Parliament by October this year.
35. Council’s pensioner housing stock is already up to the required standard and the proposed legislation will have no impact on those properties.
36. Solar Saver water heating Voluntary Targeted Rate (VTR) Scheme
37. A VTR scheme is essentially funding assistance to enable homeowners to invest in energy efficient and sustainable initiatives. By making a VTR available the Council is reducing a financial barrier that can prevent or inhibit the ratepayer from being able to install energy efficient systems and products.

38. Throughout New Zealand, a number of councils have set up a VTR mechanism, whereby ratepayers can choose to pay off the additional costs of their retrofit on their rates over a nine or ten year period.
39. The VTR mechanism utilised by these councils is designed to be a cost-neutral to council as the insulation (and some cases water, solar, energy and clean heating) is only provided to individual ratepayers who request it and who are willing to pay it back over a nine to ten year period.
40. Previously EECA had also been working with the Rates Postponement Consortium, a collective of 15 Councils, on the option of utilising rates postponement, rather than a VTR, as a means to fund the scheme. EECA expressed interest in launching a scheme to make household energy efficiency a reality to low and modest income New Zealanders.
41. This issue was discussed at an Extraordinary Council meeting (draft 2009-19 LTCCP discussion) on 26 September 2008. Council resolved not to introduce this Rates Postponement and Energy Efficiency scheme but instead, for staff to monitor the scheme and advise Council in the future of any developments.
42. At its meeting on 2 May 2011, the Sustainability Subcommittee recommended 'that Council strongly support the introduction of a Solar Saver Scheme to Hamilton'.
43. Investigations to address the recommendation included exploring the option of partnering with Photovoltaic (PV) suppliers and/or other third party funders to explore alternative options for how seed funding could be generated.
44. WEL Networks made an offer to explore a partnership role with Council regarding solar heating and generation in Hamilton.
45. At the Council's 2012-2022 LTP deliberation, it was resolved that 'Staff acknowledge the offer made by WEL Networks Ltd and work with them to explore the opportunities for solar heating and electricity generation in Hamilton'. Council also agreed with staff advice that a VTR scheme was not a financial priority under the 2012 Financial Strategy.
46. Soon after this discussion, a number of banks started offering mortgage 'top-ups' (so home owners pay relatively low interest on the installation) as a means of funding solar initiatives.
47. With the market already providing a relatively inexpensive loan mechanism for home owners, the approach for Council to partner with WEL Energy did not progress.
48. **Options**
49. The following outlines three options and their associated risks for Council's consideration
50. Should Council choose to go ahead with option 2 or 3 below, this would need to be referred to the Annual Plan 2016/17 for consideration, given the associated financial and resourcing implications for Council.
51. Option 1: maintain current approach (Recommended)
52. Current approach involves;
- Supporting WDHB's Whare Ora programme through staff training by Council's Eco Design Advisor, and
 - Ongoing training support by Council's Eco Design Advisor for other sectors (such as Property Investors Association, Runanga, and Ministry of Social Development) and private home owners.

53. *Risks*
54. There are no risks associated with this option. Council can deliver this service with existing resources.
55. Option 2: Voluntary Targeted Rates Scheme (VTR) – focus on solar (Not Recommended)
56. Under this approach;
- Home owners receive a photovoltaic electricity generation or water heating system installed in their homes for no up front cost.
 - Council partner with a funder who would cover the upfront cost. Potential funding partners could include PV suppliers and/or banks. This means it would have no impact on Council's debt capacity.
 - The full cost of the installation is recovered over a set period of time through a VTR that is attached to the house (typically over a period of 10 years). Money raised via rates is paid to the third party provider.
57. *Risks*
Council currently has no resources or capacity in the area of sustainability to;
- Investigate and develop this programme
 - Monitor and oversee the programme
 - Assess and administer the scheme in terms of sustainability and financial neutrality
58. Option 3: Voluntary Targeted Rates Scheme (VTR) – Healthy Homes (Not Recommended)
59. Under this approach;
- Home owners have the ability to select from a number of optional improvements to their house up to a capped value (similar to the model used in Auckland).
 - Any improvements made must be 'fixed' (cannot be taken away if owner moves) and can include insulation, moisture removal and clean heating devices.
 - An element of selection/prioritisation of improvement can be included based on a home assessment report from the Eco Design Advisor or other qualified expert.
 - Council will provide the upfront cost which will be recovered through a VTR that is attached to the house (typically over a period of 10 years).
60. *Risks*
61. Early discussions with Waikato Regional Council indicate that they could only provide in-kind support in terms of staff time.
62. Council currently has no resources or capacity in the area of sustainability to;
- Investigate and develop this programme;
 - Monitor and oversee the programme; and
 - Assess and administer the scheme in terms of sustainability and financial neutrality
63. The most typical way to fund the scheme is for Council to borrow the capital/upfront costs of installation for each property. Loan repayments would be funded by the VTR linked to the relevant property. This would be structured to fully repay the loan and all incurred interest and administration costs over a 10 year period.
64. This funding model would have financial implications on Council debt levels and have potential to impact key financial strategy and financial prudence measures depending on the level of community uptake for the scheme.

65. Debt capacity for the scheme would reduce the ability for Council to fund other capital programmes and services. In order to pay for this scheme, other projects may need to be prevented from being undertaken.

66. **Financial and Resourcing Implications**

67. There is no specific budget allocated for energy efficiency initiatives. Any new initiatives pursued that require budget or resourcing will need to be considered as part of the 2016/17 Annual Plan.

68. The organisation is not resourced to centrally support community energy efficiency initiatives, and there is no dedicated environmental sustainability advisor.

69. **Risk**

70. If Council does not support energy efficiency schemes as some other territorial authorities have, Council risks being seen as non-active in the area of sustainability.

Signatory

Authoriser	Blair Bowcott, Executive Director Special Projects
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Case Study – Auckland Council

1. Auckland Council's 'Retrofit Your Home' programme has been set up to address a wide range of healthy home issues, including; insulation, clean heating, fire place removal, ventilation, water tanks and water efficiency devices.
2. All ratepayers of Auckland Council are eligible if they are up to date with rate payments and have a good payment history. If they have more than one house, they are eligible to apply for each house.
3. Fund is capped at \$5,000 for each home and is repaid over an up to 9 year period as a VTR.
4. Interest is applied to the outstanding balance at roughly mortgage rates (market rate plus 1% to pay for administrative costs).
5. It is a contractual requirement for the seller of a retrofitted house to inform the new owner, notify the retrofit team and/or pay the balance in full prior to sale.
6. There are a number of approved suppliers for the programme. Auckland Council pays the suppliers directly once work has been completed.
7. In their last Annual Plan it was reported that an average of around 2000 homes are retrofitted each year with a significant benefit being reduction in PM¹⁰ pollution from inefficient wood burners that were replaced with heat pumps.

(PM¹⁰ is particulate matter 10 micrometers or less in diameter – eg dust, smoke particles, mist)

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Hamilton City Truancy

Author: Deanne McManus-Emery

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Hamilton Central City Safety Plan</i>
Financial status	<i>There is not budget allocated.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- This report provides the Community Forum Subcommittee an update on Truancy trends and current work focus of Government Agencies working in this space.

3. Executive Summary

- Council is not an education provider and has no legislative obligations related to truancy or education. The report is simply an update, providing information gleaned from other relevant agencies.
- The Education Act 1989 requires that parents enroll their children at school and ensure they attend school whenever it is open for instruction unless there is a good reason for them to be absent.
- Participating in education is fundamental to student achievement. Every day a student is not at school is a day they are not learning. Over time, patterns of non-attendance can place students at risk of poor achievement and early drop-out, thus compromising outcomes in life across a range of social and economic measures. Truancy is considered a symptom and there are many factors that contribute to non-attendance.
- Truancy is not currently considered a significant issue for the Hamilton CBD or city as a whole. Evidence suggests there has been a continual decrease in concerns surrounding young people not attending school.

8. Recommendation from Management

That the report be received.

9. Attachments

- There are no attachments for this report.

11. Key Issues

12. Background

- Ministry of Education
- The Ministry of Education regularly runs a school survey in the middle of Term 2 (June).
- The surveys for years 2014 and 2015 were conducted; however data is still to be released by the Ministry of Education.
- In 2013, all state and state integrated schools were invited to participate in the attendance survey with a response rate was 80% (compared to 88% in 2012, 88% in 2011, 85% in 2009, 91% in 2006 and 87% in 2004).
- The estimated national absence rate in 2013 was 10.1%. This was similar to previous surveys but higher than in 2012 (9.6% in 2012, 10.2% in 2011, 11.6% in 2009, 11.5% in 2006 and 10.9% in 2004).
- The total unjustified absence rate, or truancy rate, was 3.9%. This compares to 3.8% in 2012, 4.0% in 2011, 4.2% in 2009, 4.1% in 2006 and 3.4% in 2004.
- The national frequent truant rate (students who were unjustifiably absent for three or more days in the survey week) was 1.0%, this rate is unchanged from 2012 and 2011.
- The below table shows Hamilton City compared to the national average.

Year*	Territorial Local Authority Districts	Roll	Unjustified Absence Count (n)	Intermittent Unjustified Absence Count (n)	Justified Absence Count (n)	Frequent Truant Count (n)	Unjustified Absence Rate (%)	Intermittent Unjustified Absence Rate (%)	Justified Absence Rate (%)	Frequent Truant Rate (%)	Total Absence Rate (%)	Total Unjustified Absence Rate (%)
2006	Hamilton City	23,708	3,490	2,793	10,002	-	2.9	2.4	8.4	-	13.7	5.3
	All	659,239	77,235	58,863	245,076	-	2.2	2.0	7.4	-	11.6	4.2
2011	Hamilton City	22,474	3,172	1,737	8,146	230	2.8	1.5	7.2	1.0	11.6	4.4
	All	623,924	70,333	53,376	193,728	5,974	2.3	1.7	6.2	1.0	10.2	4.0
2012	Hamilton City	23,886	2,916	1,754	8,904	217	2.4	1.5	7.5	0.9	11.4	3.9
	All	642,294	73,558	47,327	188,699	6,326	2.3	1.5	5.9	1.0	9.6	3.8
2013	Hamilton City	23,845	3,224	1,891	8,995	252	2.7	1.6	7.5	1.1	11.8	4.3
	All	611,553	73,081	45,663	190,235	6,289	2.4	1.5	6.2	1.0	10.1	3.9

- Integrated Attendance Service
- Te Kohao Health has held the Ministry of Education contract for dealing with truancy in the region since 2013. There are eight full time advisors employed across the Waikato region, including Hamilton City covering 180 schools.
- The purpose of this service is to:
 - Successfully engage tamariki/tauirā in the education system;
 - Reduce the number of unjustified absences
 - Ensure that the Attendance Service functions systematically, efficiently, to its full capacity and effectively.
- The main objective of the Integrated Attendance Service is to re-integrate truant students into an education pathway which will increase life time opportunities.
- Te Kohao Health works within a Whānau Ora framework. Therefore this service extends beyond returning the learner back to school. It looks at all factors contributing to a learner's unjustifiable absence or non-enrolment and identifies what school, whānau, community and social service support is required to sustain attendance.
- 14 and 15 year old referrals remain higher compared to any other age.

- New proactive initiatives being undertaken with intermediate aged students (year 8), as a measure to prevent truancy when they engage at high school. A pilot project is planned in an area that has been identified as having some long term attendance issues. Te Kohao Health will be working with 6 families that have children in two or more schools. These whanau have been selected by past and present attendance issues
- A cluster school approach has been introduced within Hamilton. This will allow Attendance Advisors to follow students through to secondary school. This will enable better collaboration with schools, as they will have a consistent Attendance Advisor to provide support to the school, whanau and students.
- New Zealand Police
- There is no offence related to truancy, therefore no statistical analysis is collated by the Police.
- The Youth Offending Team
- Youth offending teams coordinate cross-agency responses to young offenders at a local level. Statutory partners include Ministry of Education, Police, Ministry of Health and Child, Youth and Family.
- In 2011 the Hamilton City Youth Offending Team had three dedicated projects to address truancy within the city. Due to work undertaken, this has had a positive impact on the Hamilton truancy figures, and as a result the Youth Offending Team does not see truancy as a major concern anymore.
- Hamilton City Libraries
- Hamilton City Libraries have internal documents that guide staff regarding the use of the library by unaccompanied children during normal school hours.
- Formerly Truancy guidelines were in place as a partial response to the significant numbers of unaccompanied young people present during school hours.
- There have been no issues with truancy in any library within the city over the previous quarter.
- Hamilton Central
- Hamilton Central Business Association has not received any recent complaints or comments from business owners regarding concerns of truant young people.
- A Truancy Free “no sale” zone project was trialed a few years ago, but as this issue is no longer on businesses radar, the need to implement it en masse has disappeared.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Community Activity Report

Author: Deanne McManus-Emery

Report Status	<i>Open</i>
Strategy, Policy or Plan context	
Financial status	<i>There is no budget allocated Amount \$Nil</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- The purpose of the report is to update the Subcommittee on current community trends identified from the community network and interagency meetings.

3. Executive Summary

- Community Advisors have facilitated 9 Community Network meetings and 4 interagency meeting across the city during June and July.
- The meetings provided attendees the opportunity to network and share relevant information. The local level interagency teams exist to specifically address safety, wellbeing and quality of life issues for local neighborhoods and citizens.
- The key themes highlighted consist of the following:
 - More recreation opportunities for older people needed in Hamilton due to increase in elderly population.
 - Construction of Show homes for the Enderley Social Housing Project has commenced, and due to be completed by October 2015.
 - Glenview area is lacking a food bank for local residents as current services are in the CBD. There has been increasing demand for food by families in the Glenview area.
 - The closure of Relationships Aotearoa counseling services has created a gap in the community. Currently there is no organisation providing relationship counseling in Hamilton despite the increasing demand for such services.
 - The Waikato Migrant resource Centre has commenced an affordable driving programme for migrants and refugees that will increase and provide better access to practical driving training.
 - The Vine Community Centre (272 Borman Road) in Flagstaff /Rototuna will close once the building is sold due to unsustainable costs being incurred.

7. Youth Council Advisory Panel8. 30 under 30 project

9. The 30 Under 30 project was launched earlier this year, and is based around published profiles of 30 young people in Hamilton who are high achievers in their chosen field, contributing significantly to our community or who have overcome adversity to make a difference to other people's lives.
10. The participants were selected by a panel including members of the Youth Council Advisory Panel, and they cover a range of professional and personal backgrounds.
11. More than a dozen profiles have so far been published, through three Council channels – our website, our City News publication, and through our social media channels including Facebook and Youtube. Publication of the profiles has been met with very positive responses, particularly through social media (an excellent barometer of public opinion): profiles promoted through Council's Facebook page have received dozens of "likes", numerous positive comments, and a number of "shares" to other pages. The project is proving very popular.

12. Community Profiles

13. Work is complete on the Community Profiles. Each profile covers an area of Hamilton, and provides detail on a wide range of statistics, taken from the 2013 Census and the 2014 Community Profile Survey undertaken by council. All profiles will be launched together when complete. Staff will facilitate specific and localised community conversations around the profiles, linking these documents to work previously undertaken by Council and partners.
14. There have been some issues with the formatting, which have delayed the Community Profiles release; however it is anticipated the profiles will be due for release in September 2015.

15. Ethnic Communities Forum

16. Discussions with Ethnic Communities and Service Providers have continued over the course of the year.
17. Feedback from the community on current needs and Council support will be gathered and presented at the 30 September Community Forum Subcommittee. This feedback will be gathered through an online survey and an evening with Community Leaders scheduled for 27 August.

18. Community Investment Strategy

19. The Ministry of Social Development invests around \$330 million in community-based social services each year. These services help support our most vulnerable children, young people and adults to be safe, strong and independent.
20. The Community Investment Strategy will provide clarity to communities and providers with regards to the priorities for funding over the next three years and explains how the Ministry will manage this investment.
21. The strategy will enable the Ministry to ensure purchased social services are targeted at the right people and the right communities, based on evidence of what works, so that we can make the biggest difference with the people that need our support the most.
22. Hamilton City currently receives \$44 million of investment.

23. Recommendation from Management

That the Report be received.

24. Attachments

25. There are no attachments for this report.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Community Forum
Subcommittee Action List - 19
August 2015

Author: Brendan Stringer

Status	<i>Open</i>
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Recommendation

That the report be received.

1. Attachments

- 2. Attachment 1 - Community Forum Subcommittee Action List 19 August 2015

Community Forum Subcommittee - Action List - Open
Updated as at 4 August 2015

Meeting Date	Item #	Action for Monitoring	GM Responsible	Comment	Status
15-Aug-14	6	Community Occupancy Policy	Community	Staff would check on the progress with the consultation of all groups regarding the implementation of the new occupancy rates. Staff would provide regular updates to the Subcommittee as to number of applications for hardship grants and the number so granted. As at 3 June 2015, four applications have been received to date: 1 granted, 1 declined and 2 in progress. Staff to present the six-monthly report at the 19 August 2015 Subcommittee meeting, which is to include options and the process for the Subcommittee to review community-based applications.	Ongoing
	10	Sustainability Report	CE's Office	Report to be presented at the 19 August Subcommittee Meeting from the Sustainability Advisory Panel.	In Progress
24-Oct-14	12	Fairfield Feasibility Study	Community	The feasibility study of Fairfield Hall was completed, and was being progressed for public consultation. A copy of the feasibility study was circulated to Elected Members. A community consultation on the feasibility study was held on 15 July 2013. General agreement was given to the recommendations of the feasibility study, with representatives from agencies involved in the consultation to separately decide on level of involvement possible going forward.	In Progress
03-Dec-14	5	Meeting regarding DHB related matters	Community	Item 8.d 'Suicide amongst older people' would be further discussed by the Subcommittee, during the Meeting with health related topics as main theme, under the Item 'Mental Health Services of the District Health Board (DHB)'. DHB has submitted a regional Suicide Prevention and Postvention Action Plan to the Ministry of Health for sign off (April 2015). Older People are identified as a particular focus of the population. At the request of the Subcommittee, staff circulated a draft of the Action Plan to the Older Persons Advisory Panel.	Completed, 23 June 15
	7	Truancy	Community	The Chair requested staff to report back on this issue as there were many reasons why children were not attending school. A report on trends will be presented at the 19 August 2015 Subcommittee meeting.	In progress
18-Feb-15	10	Community Activity Report	Community	An updated report on the Draft Community Profiles be presented to Elected Members at the 19 August 2015 Subcommittee Meeting. In the report, staff will consider what comparisons can be made to earlier profiles.	In Progress
	13	Richmond Park School	Community	Staff to update Subcommittee on progress and notify the Subcommittee if matters progress faster than expected. At the 3 June 2015 Meeting, the Subcommittee resolved that staff: a. include the hall facilities in the Community Facilities Review; b. raise the issue with the MoE at the next bi-monthly meeting; and c. initiate a joint consultation, together with the MoE, for community groups in the Richmond Park area for the future use of the hall and area.	Ongoing
15-Apr-15	5	Subcommittee and Social Wellbeing	Community	Subcommittee to have an oversight role of Social Wellbeing issues (by way of monitoring and reporting) and arrange communications/updates with key external stakeholders (eg DHB) as required. It is not intended for the Subcommittee to lead the review of the Social Wellbeing Strategy. Report will be presented at 30 September Subcommittee meeting.	In Progress
03-Jun-15	2	Wise Trust	Community	The CEO Report from the Wise Trust is deferred until the 30 September Subcommittee Meeting.	In Progress
	7	Older Persons Advisory Panel	Chair and Community	The Chair, Cr Yeung and staff are to collate topics to discuss with the Advisory Panel (including accommodation and health). Next Older Person Advisory Panel meeting is 4th September. This conversation is scheduled as part of the Agenda Setting process for the Advisory Panel.	In Progress
	11	Multi-Year Grants	Community	Staff to communicate and work with community groups significantly impacted by funding allocation decisions.	Completed
	9	Enderley Social Housing Project	Community	Ngā Rau Tātangi to circulate a website link in relation to the Otago University research being undertaken on the Project. The research being conducted by Otago University is still occurring, no documents are currently available for distribution.	In Progress
	10	Energy Efficiency	Performance/Community	Staff to provide report to the 19 August 2015 meeting on options open to Council to support EECA achieve its goals regarding energy efficiency initiatives, particularly the Warm Up New Zealand programme. The report is to address the relationship between Council, the DHB and third-party funders. Staff are to invite representatives from the DHB and WEL Networks to the August meeting.	In Progress

Committee: Community Forum
Subcommittee

Date: 19 August 2015

Report Name: Summary Discussion

Author: Deanne McManus-Emery

Status	<i>Open</i>
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The purpose of this report is to prompt a verbal summary discussion of the issues raised and resolve any recommendations that need to be advanced to either management or the Strategy and Policy Committee.

Recommendation

That the Report be received.

1. Attachments

2. There are no attachments for this report.

Signatory

Authoriser	Lance Vervoort, General Manager Community
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