

Notice of Meeting:

I hereby give notice that an ordinary Meeting of the Council will be held on:

Date: Thursday 1 June 2017
Time: 9.30am
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Council OPEN AGENDA

Membership

Chairperson	Mayor A King
Deputy Chairperson	Deputy Mayor M Gallagher
Members	Cr M Bunting
	Cr J R Casson
	Cr S Henry
	Cr D Macpherson
	Cr G Mallett
	Cr A O'Leary
	Cr R Pascoe
	Cr P Southgate
	Cr G Taylor
	Cr L Tooman
	Cr P Yeung

Quorum: A majority of members (including vacancies)

Meeting Frequency: Monthly – or as required

Lee-Ann Jordan
Governance Manager

26 May 2017

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Purpose

The Council is responsible for:

1. Providing leadership to, and advocacy on behalf of, the people of Hamilton.
2. Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Terms of Reference

1. To exercise those powers and responsibilities which cannot legally be delegated by Council:
 - a) The power to make a rate.
 - b) The power to make a bylaw.
 - c) The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan.
 - d) The power to adopt a Long Term Plan or Annual Plan, or Annual Report.
 - e) The power to appoint a Chief Executive.
 - f) The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan, or developed for the purpose of the Council's governance statement, including the 30-Year Infrastructure Strategy.
 - g) The power to adopt a remuneration and employment policy.
 - h) The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
 - i) The power to approve or amend the Council's Standing Orders.
 - j) The power to approve or amend the Code of Conduct for Elected Members.
 - k) The power to appoint and discharge members of committees.
 - l) The power to establish a joint committee with another local authority or other public body.
 - m) The power to make the final decision on a recommendation from the Parliamentary Ombudsman, where it is proposed that Council not accept the recommendation.
 - n) The power to amend or replace the delegations in Council's *Delegations to Positions Policy*.
2. To exercise the following powers and responsibilities of Council, which the Council chooses to retain:
 - a) Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
 - b) Approval of any changes to Council's vision, and oversight of that vision by providing direction on strategic priorities and receiving regular reports on its overall achievement.
 - c) Approval of any changes to city boundaries under the Resource Management Act.
 - d) Adoption of governance level strategies, plans and policies which advance Council's vision and strategic goals.
 - e) Approval of the Triennial Agreement.

- f) Approval of the local governance statement required under the Local Government Act 2002.
- g) Approval of a proposal to the Remuneration Authority for the remuneration of Elected Members.
- h) Approval of any changes to the nature and delegations of the Committees.

Oversight of Policies:

- *Corporate Hospitality and Entertainment Policy*
- *Delegations to Positions Policy*
- *Elected Members Support Policy*
- *Significance and Engagement Policy*

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1 Apologies

2 Confirmation of Agenda

The Council 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

As per Hamilton City Council's Standing Orders, a period of up to 30 minutes has been set aside for a public forum. Each speaker during the public forum section of this meeting may speak for three minutes or longer at the discretion of the Mayor.

Please note that the public forum is to be confined to those items falling within the terms of the reference of this meeting.

Speakers will be put on a Public Forum speaking list on a first come first served basis in the Council Chamber prior to the start of the Meeting. A member of the Governance Team will be available to co-ordinate this. As many speakers as possible will be heard within the allocated time.

If you have any questions regarding Public Forum please contact Governance by telephoning 07 838 6439.

Committee: Council

Date: 01 June 2017

Report Name: Open Council Minutes - 4 May
2017

Author: Amy Viggers

Status	<i>Open</i>
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Recommendation

That the Council confirm the Open Minutes of the Council Meeting held on 4 May 2017 as a true and correct record.

1. Attachments

2. Attachment 1 – Open Council Minutes - 4 May 2017

Council

OPEN MINUTES

Minutes of a meeting of the Council held in Council Chamber, Municipal Building, Garden Place, Hamilton on Thursday 4 May 2017 at 9.34am.

PRESENT

Chairperson	Mayor A King
Deputy Chairperson	Deputy Mayor M Gallagher
Members	Cr M Bunting
	Cr J R Casson
	Cr S Henry
	Cr D Macpherson
	Cr G Mallett
	Cr A O’Leary
	Cr R Pascoe
	Cr P Southgate
	Cr G Taylor
	Cr L Tooman
	Cr P Yeung

In Attendance:

- Richard Briggs – Chief Executive
- Lance Vervoort – General Manager Community
- Kelvyn Eglinton – General Manager City Growth
- Chris Allen – General Manager City Infrastructure
- Sean Murray – General Manager H3, Major Events and Tourism
- Blair Bowcott – Executive Director Special Projects
- Andrew Parsons – City Development Manager
- Maire Porter – City Waters Manager
- Nigel Ward – Communications Team Leader
- Nick Johnston – Strategic Advisor Arts and Community
- Brendan Stringer – Legal Services and Governance Officer
- Kelvin Powell – City Safe Unit Manager
- Susan Stanford – Animal Control Manager
- Paul Ryan – Senior Planner

James Gurnick – City Solicitor, Tompkins Wake

Governance Advisors: Lee-Ann Jordan – Governance Manager
Becca Brooke – Governance Team Leader
Amy Viggers – Committee Advisor
Claire Guthrie – Committee Advisor

1. Apologies

Resolved: (Crs Casson/Yeung)

That the apologies from Crs Gallagher, Macpherson and Bunting for early departure are received and accepted.

2. Confirmation of Agenda

Resolved: (Crs Bunting/Tooman)

That the agenda is confirmed noting Item 6 (Elected Member Briefing notes – 30 March 2017) and Item C2 (Elected Member Briefing notes – 13 April 2017) attachments have been circulated under separate cover.

3. Declarations of Interest

No members of the Council declared a Conflict of Interest.

4. Public Forum

One Victoria Trust Chair, Aaron Chesham spoke to Item 9 (*One Victoria Trust – the Meteor Theatre Update Report*). He outlined achievements of One Victoria Trust and cost saving opportunities that had been undertaken to stay within tight budget constraints.

Christina Campbell spoke to Item C3 (*Recommendation to Council from Finance Committee – 11 April 2017*). Ms Campbell tabled a letter from her lawyer in relation to the ongoing issues with her property.

5. Council Minutes - 6 April 2017

Resolved: (Crs Casson/Taylor)

That the Council confirm the Open Minutes of the Council Meeting held on 6 April 2017 as a true and correct record, noting changes to Item 9 (Proposal for free 2-hour on-street parking in the CBD) date be updated to 7 March 2017 and that the first point reads as follows: *The Proposal's alignment with other policies such as Access Hamilton and CCTP, which promote a vibrant City Centre and increased use of public transport.*

6. Elected Member Briefing notes - 30 March 2017

Resolved: (Crs Southgate/Yeung)

That the Council confirm the notes of the Elected Member Briefing held on 30 March 2017 as a true and correct record, noting a change to topic 4 (Peter Winder update), point 2 to read as *Capital Grant Schemes for Community Groups*.

7. Elected Member Briefing notes - 13 April 2017

Resolved: (Crs Casson/O'Leary)

That the Council confirm the notes of the Elected Member Briefing held on 13 April 2017 as a true and correct record.

8. Chair's Report

Mayor King introduced his report, and outlined the staffing situation in the Mayor's office and functions undertaken. He noted that he intended to hire an academic researcher. Elected Members discussed the purpose of the Financial Strategy/Revenue Taskforce and its membership.

It was noted that the General Manager Corporate Services, David Bryant would be added as a staff member in the Terms of Reference for the Taskforce.

Resolved: (Mayor King/Cr Macpherson)

That:

- a) the report is received;
- b) the draft Terms of Reference for the Financial Strategy/Revenue taskforce are approved;
- c) the task force is chaired by Councillor Rob Pascoe with the Mayor, Councillors Mallett, Macpherson, Southgate and O'Leary, and the Chief Executive appointed as members; and
- d) the taskforce is delegated the responsibility to appoint the remaining two independent members of the taskforce themselves.

9. One Victoria Trust - The Meteor Theatre Update Report

The General Manager of H3, Major Events and Tourism took the report as read. Staff responded to questions from Elected Members regarding the original gift agreement between Hamilton City Council and One Victoria Trust of \$75,000.00 and the implications of a further grant.

Resolved: (Crs O'Leary/Southgate)

That Council:

- a) receives the report;
- b) underwrites One Victoria Trust to a maximum \$26,292 for the additional building work required as indicated in the report which if required must be uplifted no later than 30 June 2017;
- c) notes the underwrite is acknowledged to be over and above the terms of the original gift agreement between Hamilton City Council and One Victoria Trust;

- d) authorises the Chief Executive to vary the original gift deed between the Council and One Victoria Trust to reflect (b) and (c); and
- e) requests the grant be listed on the Risks and Opportunities schedule.

Those for the Motion:	Councillors Gallagher, Pascoe, Yeung, O'Leary, Macpherson, Bunting, Henry, Southgate and Taylor
Those against the Motion:	Mayor King, Councillors Mallett, Tooman and Casson.

The Motion was declared carried.

The meeting adjourned 10.12am – 10.30am during the discussion of the above item.

10. Waters Study (Water, Wastewater and Stormwater - Sub-regional Collaboration)

The Executive Director Special Projects and consultant Peter Winder, members of the Hamilton City Council Waters Governance Group, along with staff responded to questions from Elected Members concerning the following:

- The risks and benefits of asset-owning versus non-owning asset owning CCOs
- Financial and non-financial benefits and cost savings for asset-owning versus non-owning asset owning CCOs
- Cost-sharing approaches
- Tariff levels and structures
- Reputational risks and customer responsiveness
- Who bills the customers
- Consultation process and documentation (staff confirmed it would be ideally be one process between the three councils)
- The original brief for Cranleigh and new information and factors for consideration since the CCO investigations had begun

Resolved: (Crs Pascoe/Bunting)

That Council

- a) receives this report.
- b) receives the information on the Enhanced Shared Services, Shared Waters Management Company and Asset Owning Company as contained in *Attachment 2: Waters Study – Overview of Governance Structure Options*;
- c) agrees to the Shared Waters Management Company as the preferred model for Hamilton City Council to continue discussions on waters sub-regional collaboration;
- d) authorises the Hamilton City Council Waters Governance Group members to reconvene discussions with Waikato and Waipa District Councils on a mutually preferred waters sub-regional collaboration model; and
- e) authorises the Hamilton City Council Waters Governance Group members, upon reaching mutual agreement with Waipa and Waikato District Councils to obtain information necessary for public consultation and prepare the Consultation Document for Hamilton City Council approval.

Crs Henry and O'Leary Dissenting.

The meeting adjourned (12.40 – 1.30pm).

11. Regulatory Effectiveness and Efficiency Programme

The report was taken as read. Staff responded to questions from the Elected Members concerning the Terms of Reference as follows:

- Approval of the Regulatory Effectiveness and Efficiency Programme.
- The role of the taskforce.
- Existing Legislative requirements to review the District Plan.

Motion: (Mayors King/Mallett)

That Council approves the Terms of Reference for the Regulatory Effectiveness and Efficiency Programme as recommended by the REEP Taskforce (including Crs Casson and Mallett).

Those for the Motion: Mayor King, Councillors Mallett, Bunting, Casson and Taylor.

Those against the Motion: Councillors Pascoe, Yeung, Tooman, O'Leary, Henry and Southgate.

The Motion was declared lost.

12. The Government's consultation document "Clean Water"

The Senior Planner introduced the report, noting that the Council's submission content was consistent with the recent Healthy Rivers submission to Regional Council. It was also in line with the Council's strategies and plans. Elected Members asked that the submission include more emphasis on cost implications of clean water initiatives needing to be tolerable to ratepayers.

Resolved: (Mayor King/Cr Casson)

That Council:

- a) receives the report; and
- b) approves Council's 4 May 2017 submission to the Ministry for the Environment's consultation document, *Clean Water*.

Cr Mallet Dissenting.

13. Beale Cottage Historic Reserve Management Plan implementation

The Strategic Advisor for Arts and Community spoke to the report. He noted that it had been deferred from the 4 April 2017 Community and Services Committee Meeting so that a request from Elected Members to include an action list in the report could be actioned. He stated that in relation to Item 5 on the action plan, Beale Cottage garden concept plan was not funded which could affect the overall timeframe for completion of the plan.

Resolved: (Crs Southgate/O'Leary)

That Council:

- a) receives the report; and
- b) notes that any proposals requiring additional funding will be considered through the 2018-28 10 Year Plan process.

14. Animal Education and Control Dog Control Act 1996 - Section 10A report

The report was taken as read.

Resolved: (Crs Bunting/Casson)

That Council:

- a) receives the report;
- b) approves the report for submission to the Secretary for Local Government and publication in accordance with the Dog Control Act 1996; and
- c) delegates to the Chief Executive power to receive future reports pursuant to section 10A of the Dog Control Act 1996 and submit the reports to the Secretary for Local Government and publish the report as required under the Act.

15. Amendment to Finance Committee Delegations - Governance Structure 2016-19

The Governance Manager explained that the purpose of the report was to address an omission in the Finance Committee's delegations in regards to unbudgeted expenditure.

Resolved: (Crs Pascoe/Mallett)

That the Council approves the changes to the Finance Committee's delegations as attached to this report.

16. Resolution to Exclude the Public

Resolved: (Crs Bunting/Casson)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Elected Member Briefing Notes - Public Excluded - 7 April 2017) Good reason to withhold information exists under Section 7 Local Government	Section 48(1)(a)
C2. Elected Member Briefing) Official Information and Meetings Act 1987	

Notes - Public Excluded - 13)
April 2017

- C3. Recommendation to
Council from the Finance
Committee - 11 April 2017

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

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to protect the privacy of natural persons to maintain legal professional privilege	Section 7 (2) (a) Section 7 (2) (g)

The meeting went into a public excluded session at 3.17pm.

During the public excluded session it was resolved that the notes in relation to Item C2 (Elected Member Briefing Notes - Public Excluded - 13 April 2017) would be made available as appendix 1 to the open minutes of this meeting.

The meeting was declared closed at 4.30pm

Appendix 1**Elected Member Briefing Notes – 13 April 2017 – Public Excluded**

Time and date:	13 April 2017
Venue:	Council Chamber, Hamilton City Council
In Attendance:	Mayor King, Deputy Mayor Gallagher, Crs Yeung, Henry, Taylor, Macpherson, Tooman, Casson, Pascoe, O'Leary
Apology for Full Session:	Crs Mallett, Southgate, Bunting
Apology for Part Session	Crs O'Leary, Casson, Taylor

Discussion

The briefing session covered the following topic in the closed session:

- **HOUSING ACCORD SPECIAL HOUSING AREA POLICY**

The Economic Growth and Planning Unit Manager provided Elected Members with an overview of the Housing Accord and the proposed policy outcomes for Special Housing Areas (SHAs). A policy is needed to give effect to the Housing Accord which the Council had approved. He discussed the policy outcomes sought noting the main aim was to increase overall housing. SHAs were a tool for councils to enable fast-tracking of regulatory requirements and barriers to entry to be reduced. Affordable housing would potentially also be increased by increasing housing stock and generating a range and mix of housing.

The Economic Growth and Planning Unit Manager responded to questions relating to:

- Implications for the Council of approving a policy, policy obligations and options
- Boundaries for SHAs
- Eligibility of future urban zones to be SHAs
- Applicability of development contributions
- Processes for social housing providers
- Use of industrial zones for SHAs
- Engagement with Government and developers regarding proposals.

The Economic Growth and Planning Unit Manager undertook to include Elected Members' feedback into the development of the draft policy which would come to the Council for consideration in June 2017.

Committee: Council

Date: 01 June 2017

Report Name: Council Annual Plan Hearing
Minutes - 18 May 2017

Author: Amy Viggers

Status	<i>Open</i>
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Recommendation

That the Council confirm the Open Minutes of the Council Annual Plan Hearing Meeting held on 18 May 2017 as a true and correct record.

1. Attachments

- Attachment 1 - Council Annual Plan Hearing Minutes - 18 May 2017

Council

OPEN MINUTES (Annual Plan Hearings)

Minutes of a meeting of the Council held in Council Chamber, Municipal Building, Garden Place, Hamilton on Thursday 18 May 2017 at 9.35am.

PRESENT

Chairperson	Cr A O'Leary
Deputy Chairperson	Deputy Mayor M Gallagher
Members	Mayor A King
	Cr M Bunting
	Cr J R Casson
	Cr S Henry
	Cr G Mallett
	Cr P Southgate
	Cr G Taylor
	Cr L Tooman

In Attendance	Richard Briggs, Chief Executive Sean Hickey, General Manager Strategy Kelvyn Eglinton, General Manager Growth Julie Clausen, Programme Manager, Strategy Jason Harrison, Transportation Manager
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Committee Advisers	Becca Brooke, Governance Team Leader Claire Guthrie, Committee Advisor Amy Viggers, Committee Advisor
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Mayor King opened the meeting and advised that he felt it was appropriate that Cr O'Leary, as Chair of the Regulatory & Hearings Committee, to chair this meeting as the purpose of the meeting was Annual Plan hearings.

Resolved: (Mayor King/Cr Gallagher)

The Council approves Councillor O'Leary assuming the Chair for the 18 May 2017 Council meeting, noting that the purpose of today's meeting is Annual Plan Hearings.

1. Apologies

Resolved: Crs O'Leary/Bunting

That the apologies from Councillors Pascoe, Yeung and Macpherson be received and accepted.

It was noted that Cr Macpherson was attending a Ministry of Health Suicide Prevention meeting which was important for family reasons.

2. Confirmation of Agenda

Resolved: (Crs O'Leary/Tooman)

That the agenda is confirmed.

3. Declarations of Interest

No members of the Council declared a Conflict of Interest.

Prior to the hearings starting Cr O'Leary outlined that the purpose of the meeting was to hear the views of the public concerning the Annual Plan;

- It was their time to speak to Elected Members
- The list of speakers had been circulated electronically to Elected Members
- All submissions were online and available to view by the public
- After the submitters had spoken, staff would be available for Elected Members to highlight issues to be considered from the submissions for their future report; deliberations and debate would take place at a later Council meeting.

The following people spoke to, and responded to questions on, their submissions:

Rob Bowman - Submission 43

Mr Bowman opposed ratepayers funding the free parking proposal because there was already a viable user pay system. He made the following points: if it was not a targeted rate it would continue to increase each year and would cause problems for those on fixed incomes; that the Central Business District (CBD) would only pay 10% of the cost shortfall, but they have already had substantial assistance from Council; free parking had been tried in four New Zealand cities and failed in all of them; external visitors would have free parking at ratepayers expense; many residents wanted to shop closer to their homes and not come into the central city; and that online shopping was increasingly popular.

Nancy Caiger - Submission 33

Ms Caiger opposed rate-payer funding for free parking and supported the user pay method. She submitted that if this initiative would benefit CBD retailers then the cost should go to the CBD retailers but that free parking would not make the CBD a shopping destination. She suggested the following initiatives to revitalise the CBD: attract more businesses especially bigger companies and government departments; enable cafes to stay open later; encourage shops that were attractive for inner-city dwellers; remove parking charges on Saturday; increase the number of angle parks; and provide Park'n Ride facilities which connected to public bus shuttles for CBD workers to get to work.

Russelle Knapp - Submission 248

Ms Knapp noted that the 10 Year Plan had a strategy for sustainability and a plan for a compact city centre with high rise apartments but that this had not been successful as retailers were increasingly closing, access for motorists into the city centre was very difficult with carparks disappearing, bollards appearing, angle parking at acute angles that were difficult to use, and shared spaces with pedestrians crossing in front of cars. She stated the Council could not override or operate against the District Plan to encourage cars back into the city and read out the District Plan Objective 7.2.5 which stated Hamilton CBD would be a pedestrian and bike friendly city and encouraged the removal of unnecessary traffic from the city.

Frankie Letford - Submission 78

Mrs Letford submitted that the CBD no longer had leisure shopping or shops attractive to foot traffic. She suggested that Hamilton City Council (HCC) needed planners with imagination to work with developers to improve the streetscape. She suggested that walls in CBD streets should be removed to make the streets welcoming, seating provided for sunny places, provide flower plantings, install proper verandahs for weather protection, and to cluster shops in Bryce Street and Barton Street and then open into Ward Street and Worley Place with small affordable art and boutique shopping spaces, excellent cafes, and no chain stores.

Pat Gregory - Submission 307

Mrs Gregory supported the retention of parking meters because of the income they provided and opposed any rate payer funding as unfair and undemocratic. She stated \$26 a year for free parking was unaffordable for many rate-payers. She said there was adequate provision of carpark buildings which allowed parking for longer periods and a free shuttle bus was also provided. If the Council did go ahead with free parking that it should be limited to 30 minutes. She supported the improved parking technology if there was no cost to rate-payers.

**Bill McMaster -
(Waikato Regional Council) Submission 441**

Mr McMaster represented the Waikato Regional Council (WRC) and introduced himself as the Team Leader of Transport Planning at WRC. He asked for apologies to be noted from Crs Russ Rimmington and Bob Simcock who were unable to attend the hearing.

He noted that the WRC Transport Policy and Strategy Committee had approved the staff submission. Mr McMaster outlined the following key points: WRC support Option 1 for free parking for two hours between 8am-8pm and that if there any impacts from the free parking on public transport that should be addressed through Access Hamilton Strategy review, the review of the Regional Public Transport Plan and the Regional Land Transport Plan. It was important that any changes from the introduction of the free parking, such as less patronage of public transport, were monitored and evaluated.

The meeting adjourned from 10.50am- 11.05am.

Samantha Rose - Submission 105

Ms Rose opposed the free parking proposal. She said the issue of free parking had raised awareness of how to support economic development – in all parts of Hamilton. Free parking involved costs for monitoring and so on and she supported other options such as public transport and decentralised business development. She raised concerns about the level of traffic congestion in the city centre and supported public transport. She asked for bike racks on buses so people could cycle to their bus stops if they were some distance from their homes and for Park'n Ride sites close to the Transport Centre to encourage use of buses to Auckland.

Roger Clifford - Submission 132

Mr Clifford opposed the free parking proposal. He asked for the buses to be subsidised to allow inner-city dwellers to access the Base and Chartwell. He explained that buskers and beggars would benefit from increased foot traffic in the CBD but would not contribute to any of the costs.

**Aaron Wong -
(Generation Zero (GZ))**

Submission 404

Mr Wong spoke about the Generation Zero online survey (173 respondents) and stated that 95% of respondents opposed the free parking proposal. Mr Wong said they would prefer the proposal to be considered as part of the 10 Year Plan. He said it was preferred that investment went into walking, biking and buses. One of the findings from the survey were concerns that free car parking would increase traffic congestion and would not create a city destination. There was strong support for better parking technology and for demand dependent pricing. Concern was expressed that the proposal would not be easily reversed if actioned.

Mr Wong said that feedback was also received on the Annual Plan and there was support to revitalise the inner city through increasing housing density. People of his generation would want to live in the CBD where they were close to work, education and social amenities. The suggestion of a Garden Place carpark was strongly opposed and there was support for the River Plan and the Central City Transformation Plan (CCTP).

Mr Wong suggested it would be useful to have a comprehensive conversation around the issues of free parking, more parking and how to we use that parking - for instance, how much demand existed for short term or long term parking? He suggested that the Parking Taskforce needed to be the "city centre access taskforce" and that proposed actions needed to be well coordinated and considered.

Geoff Kreegher -

Submission 276

Mr Kreegher spoke in opposition to the free parking proposal because this limited freedom of choice. The free parking proposal meant those who chose not to shop in CBD, or who could not access CBD or did not drive had no choice about paying the rates funding. He said the proposal conflicted with the District Plan, the 10 Year Plan and the CCTP, undermined the spirit of these plans, and opposed the Parking Management Plan and the Active Travel Action Plan which focus on walking, biking and using public transport. Mr Kreegher stated the parking proposal conflicted with the rates certainty statements in the 10 Year Plan. He supported user-pays for parking. He stated that if free parking was the answer to revitalising the city centre then CBD businesses would have already implemented it and they should fund it, rather than ratepayers. He said that the cities of Lower Hutt, New Plymouth, Rotorua and Porirua have tried free parking and it was a failure.

John Lawson -

Submission 163

Mr Lawson would support this proposal going to the 10 Year Plan with a comprehensive look at options such as what the CBD offered. He stated only 2% of Hamilton residents used bus services to travel to work and these services could be extended to attract more users. He noted, as mentioned in a New Zealand Transport Agency report which outlined the benefits of investing in cycling, that the number and travel time of cyclists was usually overestimated. In addition, businesses overestimated the contribution of carparks to their business, and that travel by bicycle can be faster than by car in some areas. Mr Lawson suggested there were initiatives that could be considered such as road charging and the pedestrianisation of the CBD at weekends.

Mike McFall -

Submission 389

Mr McFall spoke to the Annual Plan and suggested there could be a change for calculating rates when a house was sold so that the dollar difference between the purchase price and the sale price was included in the rateable value of the property. This rates extension mechanism could dampen the housing market and provide more revenue for Council for growth. He said that city amenity was maintained through many regulations but nothing was in place to manage housing prices. He said he did not support the parking proposal in the current form.

The meeting adjourned from 12.18pm- 12.25pm.

Allen Young - Submission 129

Mr Young opposed the parking proposal because it was unfair and it did not benefit the majority of ratepayers. He asked why it was Council's responsibility to subsidise CBD businesses when businesses at Chartwell and the Base had to pay for the customers' free parking. He said the Council was responsible for essential services and to serve the interests of all constituents. He supported the number plate recognition technology.

**Malcolm Barrett - Submission 440
(GBG Management Trust)**

Mr Barrett said he worked for GBG Management Trust which was responsible for four office towers in Hamilton CBD of around 33,000 square metres and included the Farmers Building and the KPMG tower. He said he did not support the parking proposal if funded by businesses but did not oppose two hour free parking otherwise. Mr Barrett outlined the costs of building or replacing carpark buildings such as those in the CBD and said that it was no longer economical as the costs of construction could not be covered by rentals. He also said that with the increasing number of office workers in the CBD renting carpark spaces in the Farmers and Knox carparking buildings, it could be possible there would no longer be carparks available for public use.

**Roger Hennebry - Submission 339
(Grey Power)**

Mr Hennebry explained that this submission was collated by Grey Power's committee with input from members collected over several meetings. Grey Power did not support free parking but may support a free trial with different hours and paid for by the businesses. Grey Power supported a trial for shops to open later to cater for inner-city workers as this could provide additional business for the CBD. With reference to other issues in Annual Plan, Grey Power believed community leases were an issue; agreed with targeted rates; and wanted a hold put on other projects that cost ratepayers money. Grey Power supported the concept of an Age-Friendly city but stated there was nothing in the policy for older persons' housing. Mr Hennebry noted that many of the Grey Power members were very stressed over rate increases as they were on fixed incomes.

The meeting adjourned for lunch from 13.23-2.00pm.

Deborah Fisher - Submission 350

Mrs Fisher said the two hour free parking proposal did not compare to free parking at the Base and Chartwell which had free parking 24/7. She made the following points: that office workers found it expensive to pay for off-street parking and the proposal penalised them as they would be paying rates for free parking which they were unable to use during the work week; the limit of two hours per car penalised families with one car but had family members who needed to go into the city at different times; that people who needed more than two hours parking would not come into the CBD; and that fines and penalties would still occur and should not be factored into costs of the proposal. She pointed out there were four other targeted rates and would prefer a choice in which ones to pay.

**Sonya Fursden - Submission 362
(Waikato Environment Centre (WEC))**

Ms Fursden said that the Waikato Environment Centre was opposed to the free parking proposal as this would contribute to the use of motor vehicles and the production of greenhouse gases which contribute to climate change. It was thought that people who paid rates for parking would be encouraged to use the car rather than biking or using public transport. WEC stated the proposal contradicted Council's Sustainability Principles which were signed in 2016 to promote walking, biking, buses and low carbon emissions. She pointed out sustainability was also about economic and social impacts, and that while the loss of revenue was negative for council, the proposed targeted rates across whole city would affect all ratepayers. The increased vehicle use would create more air pollution and increase health costs through exposure to this pollution. WEC believed more traffic congestion made the roads less safe for cycling. WEC encouraged Council to follow its own sustainability principles and to drop the plan.

Tina Boyd - Submission 364

Ms Boyd was making a submission in her role as the Chartwell Shopping Mall manager on behalf of the centre owner and was opposed to the parking proposal. She stated Chartwell shopping centre made a significant economic contribution to the community and provided 195 carparks. The centre was also required to provide for staff parking, for security and for maintenance. If the proposal was approved, Chartwell would be required to pay additional rates which will only benefit retailers in the CBD. If this proposal was approved Chartwell asked for an exemption from paying such rates.

Peter H. Bos - Submission 403

Mr Bos spoke about traffic fatalities and how that related to the Annual Plan and the Access Hamilton Strategy. He stated that the Hamilton City Council's Health and Safety Policy was very strong and asked the Council to commit to zero traffic deaths in the Waikato. He stated this target was achievable as it had been achieved in the past. He pointed out that there had been seven traffic deaths in the CBD in the last six years.

**Thomas Gibbons - Submission 449
(Property Council New Zealand: Waikato Branch)**

Mr Gibbons outlined the six key principles the Property Council had put forward as part of their submission:

- Hamilton City Council being more of an enabler;
- Implementing a CBD master plan;
- an empowered Urban Design Panel;
- provision of better research and data which would tie in with better technologies;
- the establishment of a CBD Board; and
- the establishment of an Economic Development Agency.

Mr Gibbons noted that if there was a CBD Board it would help facilitate flexibility concerning innovation and ideas for improving the CBD in general. It could also help constrain rate increases and could support sustainable development options. He pointed out that the issues were broader than parking. These issues included how Hamilton taxed development, how sustainable this was and how best to manage growth. He considered these issues were important and needed to be looked at in conjunction with parking issues. He agreed that the Parking Taskforce was useful to have but believed Hamilton CBD needed strategic momentum, with the contribution of different voices, a balance in representation and the ability to make decisions rather than revisiting issues.

5. Submission Analysis for Annual Plan and Parking Proposal

The Programme Manager Strategy took the report as read and noted the following points raised by Elected Members in relation to further information needed prior to future deliberations:

- Submission numbers that referred to the CCTP and to the link between the parking proposal and CBD revitalisation;
- Further information regarding the alignment of the parking proposal to the District Plan;
- Further information regarding the outcomes of free parking in other towns (Rotorua, New Plymouth, Porirua and Lower Hutt);
- The New Zealand Transport Agency's report on overestimating carparks and other transport issues to be circulated to Elected Members and issues raised to be considered by staff;
- Examples of potential rate increases for a range of ratepayers across the city, including those paying more or less than \$26;
- A summary of the issues the Taskforce considered;
- Further clarification on the ongoing costs for the proposal;
- Further information on how the parking proposal relates to the Demand Management Plan;
- Further information concerning council investment in the CBD in comparison to other shopping precincts; and
- Further information concerning the link between a capital rates system and its effect on development in the city.

Resolved: (Crs O'Leary/Tooman)

That the report be received.

The meeting was declared closed at 15.25pm.

Committee: Council

Date: 01 June 2017

Report Name: Elected Member Briefing
Notes - 10 May 2017

Author: Amy Viggers

Status	<i>Open</i>
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Recommendation

That the Council confirm the notes of the Elected Member Briefing held on 10 May 2017 as a true and correct record.

1. Attachments

- Attachment 1 - Elected Member Briefing Notes - 10 May 2017

Elected Member Briefing Notes –2017

Time and date:	10 May 2017
Venue:	Committee Room 1, Hamilton City Council
In Attendance:	Crs Bunting, Henry, Macpherson, Mallett, O’Leary, Pascoe, Southgate, Taylor, Tooman
Apology for Full Session:	Mayor King, Deputy Mayor Gallagher, Crs Casson and Yeung
Apologies for lateness/early departure:	Crs Bunting, Macpherson, Pascoe

Discussion

The briefing session covered the following topics in the open session:

- Electoral Representation Review
- 10 Year Plan
- Wairere Drive Cobham Drive Intersection Update
- LGNZ Remits and Nominations for LGNZ President and Vice President

At the Mayor’s request in his and the Deputy Mayor’s absence, Councillor O’Leary assumed the Chair. There were a number of key points arising from the discussions:

1. Electoral Representation Review (Presentation provided)

Dale Ofsoke, Hamilton City Council’s Electoral Officer presented a summary overview of the review of representation arrangements, including Maaori representation legislatively required under the Local Government Act. The presentation covered the three democratic processes within the Electoral Review: representation arrangements; Maaori wards; and the electoral system (noting that an electoral system review is not required in this triennium). The presentation also highlighted the timeframe, mandatory requirements, research and data collection, and best practice approaches necessary for Council to ensure a robust review is undertaken. The need for appropriate consultation with Iwi and identified communities of interest was stressed.

Dale Ofsoke responded to questions from Elected Members relating to:

- previous electoral arrangements for the city
- timing requirements for the review
- judicial review processes
- factors to be considered in determining the number and location of wards
- the impact of population changes on representation arrangements
- factors to be considered in arriving at the number of elected members for the city
- how polls work
- online voting
- best practice approaches to Iwi consultation
- Elected Member input into the review process.

Elected Members indicated general support for a small group of Councillors to provide input and support staff leading the review project. Councillors O’Leary, Bunting and Pascoe signalled their willingness to be on a taskforce.

2. 10 Year Plan

(Presentation provided)

The General Manager, Strategy and Communications and the Programme Manager Strategy provided an overview of the 10 Year Plan process and sought Elected Member’s input on the proposed approach. The content covered the purpose of the 10 Year Plan, the Mayor, Councillor, and staff roles in the process; indicative timing and the proposed road map through to March 2018; and key matters identified for consideration through the 10 Year Plan process. The Council’s involvement in the process through briefings, Council meetings, and relevant taskforces was discussed.

The GM Strategy and Communication and the Programme Manager, Strategy responded to questions from Elected Members relating to:

- The role of an Executive Mayor in the 10 Year Plan
- Community outcomes and how they are determined
- Key decision dates
- Legislative obligations of Council, particularly in relation to infrastructure provision
- Audit processes for the 10 year Plan
- Potential impact of HIF timing on the 10 Year Plan considerations
- Concern about public consultation overload
- Lack of visibility of community and city amenity proposals, particularly non-asset based activities — where was the work stream for these?
- Opportunities to test the public’s tolerance for paying for projects as opposed to a forced-ranking of priorities by Council — how will joined up conversations with the public occur?
- Transparency for the public about changes or departures from the existing 10 Year Plan
- How the concept of financial principles would work relative to the Financial Strategy
- Opportunities for early reading and working ahead.

Staff agreed to ensure that Elected Members receive reading material for 10 Year Plan briefings five working days in advance of a briefing.

3. Wairere Drive Cobham Drive Intersection Update

(Presentation provided)

The City Development Unit Manager and the City Development Engineer presented an update on the work completed on the Hamilton Ring Road Cobham Drive connection since the 28 July 2016 Council meeting. They provided Elected Members with an overview of the concept design for the intersection, as well as likely timing, likely costs, and potential risks and issues related to project. Changes in the design for the bridge, and a change which saw Cobham Drive going over Wairere Drive, had resulted in improved connections to other roads and better walking and cycling options. The bridge would be designed to blend into the surrounding environment rather than being the ‘landmark’ bridge originally mooted. Next steps in the project involved gaining Council’s approval of the design concept, undertaking further detailed design work and necessary enabling works within existing budgets, and continuing stakeholder consultation and engagement.

The City Development Unit Manager and the City Development Engineer responded to questions from Elected Members relating to:

- Setback, four-laning and future-proofing for population growth
- Walking and cycling options
- Risks related to land acquisition
- Opportunities to move to construction quickly (staff noted the construction documentation would be done by Christmas, tendering could occur in February/March and then the build phase, which would be 18 months minimum once started)
- Connections to Te Awa and Hammond Park
- Opportunities to align the timing of this project and other key projects such as the bridge at Peacockes and Southern Links
- Costs and NZTA funding contributions (noting that NZTA had indicated to staff that the subsidy would be approved)
- The length of run-off lanes
- How Elected Members would be kept informed
- How Elected Members could have input into the consultation approach, key messaging, and assist with public engagement processes

4. LGNZ Remits and Nominations for LGNZ President and Vice President
(Presentation provided)

The Governance Manager advised Elected Members that Local Government New Zealand (LGNZ) had put out a call for remits and a call for nominations for President and Vice President of LGNZ to be voted on at the AGM on 25 July 2017 and described the process and timing for both. Elected Members suggested a potential remit proposal could be developed regarding the perceived lack of parity of remuneration rates and employment conditions between Elected Members and other publicly elected roles (for example, Backbench Ministers of Parliament). The Governance Manager and Governance and Legal Services Advisor undertook to prepare a draft proposal for consideration by Elected Members, noting that timing was tight with proposals due on 31 May 2017.

It was suggested that Cr Southgate might wish to be nominated for the LGNZ leadership positions; Cr Southgate indicated she might consider this with the full support of colleagues however she was aware there were Elected Members from other councils considering these positions whom she would be very happy to support.

Committee: Council

Date: 01 June 2017

Report Name: Chair's Report

Author: Andrew King

Status	<i>Open</i>
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1. Attachments

2. Attachment 1 - Chair's Report - 1 June 2017
3. Attachment 2 - Regulatory Effectiveness and Efficiency programme - Terms of Reference



Chair's Report

Regulatory Effectiveness and Efficiency Programme

On Council meeting of 13 December 2016, a resolution was passed that:

- a) *The report be received;*
 b) *A Regulatory Efficiency and Effectiveness Taskforce is established and that the membership of this taskforce is:*
- *The Mayor*
 - *Chief Executive*
 - *General Manager, Infrastructure;*
 - *General Manager, City Growth; and*
 - *Three external members (to be selected by the members of the Taskforce)*

I want to emphasise that only this Council can approve changes to the District Plan. This responsibility is set out in the terms of reference for Council contained in the approved Governance Structure for the 2016-19 Triennium:

"To exercise those powers and responsibilities which cannot legally be delegated by Council.....

h) The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991."

The taskforce is designed to look at the District Plan, where it is causing issues, and how those issues can be improved. Like other taskforces it has no power to make decisions, only to research the issue and provide recommendations back to Council to consider.

To make changes and amend the District Plan requires a higher threshold of evidence than changing most of the city's other plans. This is why it is important to resource this taskforce with external professionals. It will be expected that the taskforce will be able to justify, with strong evidence, their recommendations rather than present an ideological view.

While the taskforce will review the concerns that developers have discussed, it will also look at the issues that many Hamilton residents face with planning and consenting changes to their own properties.

Making the plan easier to use and to understand, is important, so the mums and dads can get on with putting up a fence or building a playground that doesn't cost thousands in compliance costs.

Civic Awards

I have asked Deputy Mayor Gallagher to arrange a small group of elected members to recommend to Council civic award recipients.

Housing accord

The Housing Accord is an important tool that enables Hamilton to make residential sections available to manage the high demand for housing. Given the timeframe for consideration, I would like to request that the Council delegates authority to the Growth and Infrastructure Committee to consider and make a decision on the draft Hamilton Housing Accord Policy at the meeting on 20 June 2017.

Recommendation

That the Council:

- a) receives this report.
- b) approves the draft terms of reference for the Regulatory Efficiency and Effectiveness Taskforce.
- c) Notes the report for the draft Hamilton Housing Accord Policy will be submitted to the Growth and Infrastructure Committee for consideration on 20 June 2017.
- d) Delegates authority to the Growth and Infrastructure Committee to make decisions on behalf of Council on the draft Hamilton Housing Accord Policy.

Andrew King
Mayor – Hamilton City Council

Terms of Reference

Regulatory Effectiveness and Efficiency Programme

D-2333125

1 Purpose

To streamline Council's regulatory functions so they are effective, efficient, transparent and customer-focused, resulting in increased confidence in the quality of Council's regulatory performance and providing certainty and clarity of process to business and community.

2 Scope

Stage 1 of the programme will consist of:

Part A: Assessing the rules and methods framework (including associated standards etc) of the Partly Operative District Plan (PODP) in terms of their efficiency and effectiveness in meeting the objectives and policies in the PODP, and recommending any potential changes to those rules and methods necessary to serve the Purpose set out in section 1 above.

Part B: Identifying whether there are;

- a) opportunities for improving the delivery of PODP-related customer processes; and recommending potential changes where appropriate.
- b) Objectives and policies which could be reviewed in order to better serve the Purpose set out in section 1 above; and

Following completion of Stage 1, other regulatory functions will be selected for assessment, dependent on identified needs or legislative requirements.

3 Stage 1 Objectives

- To ensure greater efficiency, effectiveness and ease of use of the PODP by jettisoning redundant or unnecessary provisions and clarifying other provisions where necessary to achieve the objectives and policies of the plan.
- To improve the delivery of PODP-related customer processes through customer efficiency assessments.

4 Methodology

4.1 Part A: Assessing the efficiency and effectiveness of the rules and methods framework

The methodology for implementing Part A of Stage 1 consists of three workstreams, outlined below, followed by recommendations which will be reported to Council for approval.

<i>Three work streams</i> - Identifying rules and methods that can be eliminated or improved to ensure the planning framework in the PODP is user-friendly and encourages development and innovation, without compromising the PODP's objectives and policies.		
A Formal Monitoring and Evaluation of the PODP (Note 1)	B Already identified issues and inefficiencies	C External Review
Monitor and determine the extent to which the rules and methods efficiently and effectively achieve the objectives and policies of the PODP.	Review the "live" compilation of inefficient or unclear rules and methods identified by staff during the implementation of the PODP in conjunction with external stakeholders.	A group of external customers/ stakeholders will work in conjunction with staff to determine areas of the plan where an efficiency review will result in the best return for effort.

<p>Identify rules and methods that are creating inefficiencies, resource consent processing delays, and additional processing costs without adding to the achievement of the objectives and policies.</p> <p>The assessment is to be informed by monitoring and analysis of data collected by Council’s consenting team, supplemented by consultation with relevant stakeholders in the development and planning community.</p>	<p>Identify superior alternatives or deletion of identified issues through implementation of PODP.</p> <p>Investigate matters and options through discussion and analysis with input from external experts.</p>	<p>Rather than undertake an analysis of the entire plan, sections with the greatest scope for improvement will be identified via a stocktake of a selection of resource consents identified via discussions with external stakeholders.</p> <p>Investigate issues and options through discussion and analysis with input from external experts.</p>
<p>D Recommendations</p> <ul style="list-style-type: none"> • Staff will make recommendations to the Task Force (see 6. Project Governance) that the PODP should be amended when evidence demonstrates that existing rules and methods add costs and delay to the planning process without delivering actual resource management or urban planning benefits • The Task Force will endorse the recommendations on which rules and methods can be amended, replaced or removed from the PODP to improve the efficiency and effectiveness of the PODP in achieving its objectives and policies 		
<p>E Reporting on Findings</p> <p>The Task Force will report to Council on the outcomes of the assessment, including any recommended changes to rules and methods in the PODP within twice yearly. This would include discussion of the legislative process required to make any changes to the PODP and related processes. After receiving the report, Council will determine whether to initiate a plan change to address any recommended changes to the rules and methods in the PODP and related processes.</p>		

Note 1 - The Monitoring and Evaluation Assessment of the rules and methods in achieving the objectives of a district plan is based on data and evidence-based methodology over a twelve-month period commencing June 2017.

A detailed project plan and timelines will be developed for Part A.

4.2 Part B: Efficiency assessments from a customer perspective

An independent consultant specialising in customer efficiency processes will be appointed to undertake customer process assessments. The methodology for undertaking these assessments will be developed by and approved by the Task Force.

5 Budget – Stage 1

Part A - Project Cost

Project management \$150,000

Direct project costs

• Legal support	\$100,000	
• External resources	\$150,000	
• Research and evidence	\$100,000	
• Engagement	\$50,000	
• Internal Costs	\$100,000	\$500,000

Part B

• Customer efficiency assessments	\$120,000	\$120,000
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TOTAL (Est) \$770,000

2017/18		2018/19	
Stage 1 – Part A	\$325,000	Stage 1 Part A	\$325,000
		Stage 1 Part B	\$120,000

Note:

- The project costs for Stage 1 will be spread over two financial years as above.
- The internal costs are associated with
 - The secondment of staff to the role of Project Manager
 - Back filling internal secondment
 - Administrative and project management support
- These figures do not include the cost of any plan change processes required to effect changes to the PODP. These figures will form part of the LTP submissions as the scope of the required changes will be known at that stage.

6 Project Governance

Project Task Force

A Task Force will be established to:

- provide guidance and direction to the project team
- resolve strategic and directional issues
- manage high and critical risks for the programme
- make recommendations to Council
- champion the programme and related projects.

The Task Force will have up to 7 members, being:

- The Mayor
- Chief Executive
- GM Infrastructure
- GM City Growth
- Up to three external members.

The Task Force will meet on a monthly basis and report back to Council on a 6-monthly basis.

7 Programme Implementation

7.1 Project Manager (internal to Council)

The Project Manager will:

- act as the internal Council co-ordinator across the various units involved within the planning-related regulatory functions of Council
- be the Council link with the Project Advisor and the Task Force
- provide access to Council information and in tandem with the Project Advisor, manage each of the three stages of the assessment and provide technical expertise
- provide access to information to external stakeholders and lead stakeholder sessions with the Project advisor
- gather feedback from the external stakeholders for analysis in tandem with the Project Advisor
- prepare internal reports to the Task Force for meetings
- prepare reports to Council on recommendations of the Task Force.

7.2 Project Advisor (external to Council)

A project advisor will be appointed to ensure the project takes a “customer point of view”. The project advisor will work alongside an internal project manager, external experts and stakeholders to assist in developing:

- identification of required external skills sets as required to fulfil evidential requirements
- technical analysis as per Stages A, B and C (refer Section 2) in tandem with Council , and
- analysis and review of assessment findings with supporting recommendations to the Task Force for reporting to Council.

7.3 Stakeholders

- Iwi
- Property Council and members
- Chamber of Commerce and members
- Master Builders and members
- NZTA and other government agencies eg Housing NZ
- Waikato Regional Council.
- Council Staff
- Other individuals and groups as required

8 Timeframe

It is estimated that the delivery period for Stage 1 will be approximately 18 months. Key milestones and a work schedule will be identified in the project plan.

Recommendations to Council by the Task Force will ultimately need agreement by Council for adoption to the PODP via a formal process.

9 Terms of Reference Review

The terms of reference will be reviewed as required and, at a minimum, every 12 months.

Committee: Council

Date: 01 June 2017

Report Name: 2017/18 Annual Plan
Deliberations

Author: Sarah Ward

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>2017/18 Annual Plan Year 3 of the 2015-25 10-Year Plan</i>
Financial status	<i>There is budget of \$25,000 allocated to complete the Annual Plan process.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's 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

2. This report seeks final decisions from Council on the 2017/18 Annual Plan budget, as a result of public submissions and a budget update from management.
3. Following this meeting, staff will prepare the Annual Plan document to reflect Council's decisions, for approval at the Council Meeting on 29 June 2017.

4. Executive Summary

5. The 2017/18 Annual Plan presents the budget for the third year of the 2015-25 10-Year Plan, updated for changes.
6. At its meeting on 7 and 8 March 2017, Council reviewed the 2017/18 budget and approved a number of changes. Council also resolved to consult on the proposed Annual Plan.
7. On 6 April 2017, Council approved the consultation on the proposed Annual Plan, including a proposal for free two-hour on-street parking in the Central Business District (CBD).
8. The submission period was from 7 April to 7 May 2017, during which 449 submissions were received. All submissions commented on the parking proposal and 225 submissions commented on other Annual Plan matters. This included 173 responses through the Generation Zero survey. Council heard submissions on 18 May 2017.
9. The submissions report can be found [here](#) and the full submissions [here](#).
10. This report includes recommendations as a result of the feedback received through submissions, and recommendations as a result of other budget matters that have arisen since Council approved the proposed 2017/18 Annual Plan in March 2017.
11. As a matter of process, Council must make a decision on the parking proposal first, as this proposal has a consequential impact on the Council's financial strategy.

Item 9

12. Of the 449 submissions received, 82 per cent did not support the parking proposal for free two-hour on-street parking in the CBD, due to reasons outlined in this report.
13. The substantive matter raised through the consultation is funding the projected parking revenue loss resulting from the parking proposal.
14. Council appointed a Central City Parking Controls Task Force and delegated it authority to consider and recommend revised parking controls for the central city to the Growth and Infrastructure Committee.
15. The very tight time frame for this process since 6 April 2017 when Council made the decision to consult on the 2 hour free parking proposal has meant that staff have been unable to schedule Task Force and Growth and Infrastructure Committee meetings to develop recommendations based on the consultation. It is therefore considered appropriate on this occasion that Council decides how it wishes to proceed. Staff have outlined 4 options for consideration in the report.
16. These four options are;
Option 1; Not to proceed with the Proposal
Option 2; Not to proceed with the Proposal at this time and to reconsider it as part of the 2018-28 10-Year Plan
Option 3; To proceed with the Proposal as outlined
Option 4; To proceed with the Proposal for the 2017/18 Financial Year and to consider the continuation of the Proposal beyond 2017/18 as part of the 2018-28 10-Year Plan
17. Staff have acknowledged the desire of the Task Force to proceed with the 2 Hour free parking proposal and have identified a number of risks which are set out elsewhere in this report that Council should be aware of when making this decision.
18. Staff have consistently offered the view that free parking should not be considered as a long term strategy to revitalize the CBD, rather it should be at best considered as a short term parking control policy alongside other methodologies to uplift the utilization factor of the central city on street parking stock with short term visitors and shoppers to an optimum 85%.
19. Notwithstanding which Option Council adopts, staff are progressing with the parking sensor installation which is part of the approved and funded technology project. If Council adopts Option 1 or 2, the Task Force will consider and recommend to Growth Infrastructure Committee technology that aligns with Councils decision.
20. Staff are recommending the following matters are taken into account in the 2017/18 Annual Plan:
 - The decision on the parking proposal;
 - There are no other changes to be made as a result of submissions; and
 - Further budget adjustments as outlined in this report.
21. Since Council approved the proposed 2017/18 Annual Plan in March, staff have continued to review the budgets and key assumptions contained within the proposed plan and are recommending some changes to the operating position and the capital expenditure programme. With the inclusion of these further budget adjustments (outlined in sections 141 - 148 of this report) the 2017/18 budget remains within Council's financial strategy limits.
22. Staff will prepare the Annual Plan document to reflect Council's decisions, for approval at the Council Meeting on 29 June 2017.
23. Elected members will have the opportunity to provide input on the Annual Plan document at the Council briefing on 15 June 2017, where staff will provide an outline of the draft document for discussion.

Recommendations

Recommendation 1:

That Council:

- a) receives the report; and
- b) notes the outcome of the consultation on the free two-hour on-street parking proposal in the Central Business District (CBD).

Recommendation 2:

That Council approves Parking Proposal – Option 1 and 2 (*do not proceed*); and

- a) makes no further changes to the 2017/18 Annual Plan as a result of public submissions;
- b) approves the budget adjustments recommended in sections 141 - 148 of this report;
- c) approves the 2017/18 fees and charges not yet approved, as per Attachment of this report;
- d) confirms the 2017/18 Annual Plan budget as final – subject to and incorporating any changes made through decisions of Council at this meeting; and
- e) requests the Parking Control Task Force to consider the matters raised through the consultation and confirm the detail of a revised parking proposal to recommend to the Growth and infrastructure Committee.

Or

That Council approves Parking Proposal – Option 3 and 4 (*proceed*); and

- a) makes the changes to the 2017/18 Annual Plan to reflect the transfer of revenue from user charges to rates revenue as a result of the parking proposal;
- b) approves the budget adjustments recommended in sections 141 - 148 of this report;
- c) approves the 2017/18 fees and charges not yet approved, as per Attachment 3 of this report;
- d) confirms the 2017/18 Annual Plan budget as final – incorporating decisions of Council at this meeting;
- e) approves the amended Revenue and Financing Policy, amended Funding Needs Analysis Policy, and amended Rating Policy; and
- f) requests the Parking Control Task Force to consider the matters raised through the consultation and confirm the detail of the Parking Proposal to recommend to the Growth and infrastructure Committee.

Recommendation 3:

That Council notes the final 2017/18 Annual Plan document will be prepared for approval at the Council meeting on 29 June 2017.

24. Attachments

- 25. Attachment 1 - Sample of Rates
- 26. Attachment 2 - Summary of Parking Offerings in Other Centres
- 27. Attachment 3 - Fees & Charges Schedule

28. Parking Proposal

29. The Proposal

- 30. On 6 April 2017 Council approved consultation on a proposal for free two-hour on-street parking (the Proposal) in the Central Business District (CBD). The full background to the Proposal can be found [here](#).
 - 31. The Proposal is to:
 - i. implement a maximum two-hour free parking policy in the central city, encompassing both the blue zone and the yellow zone, as defined in the current Central City Transformation Plan, commencing 1 October 2017, and
 - ii. that the free two hours will be a cumulative total between the hours of 8.00am to 8.00pm Monday to Saturday with parking on Sunday and Public Holidays remaining free with no time restrictions.
 - 32. The Proposal would be supported by the installation of new parking technology which is already an approved project for 2016/17. This parking technology will monitor the city on street parking activity and usage in real time and assist with management of the Proposal and the associated risk of commuter abuse.
 - 33. The Proposal will result in an estimated net reduction in parking activity revenue of \$1.45m which is currently used to fund transport projects and services around the city.
 - 34. The loss of revenue recovery from the Proposal would be recouped across the central city ratepayers via new Central City Targeted Rate (10% of revenue reduction) and all ratepayers through an increase in the Access Hamilton Targeted Rate (90% of the revenue reduction).
- 35. Submissions and Hearings**
- 36. Consultation on the Proposal was conducted as part of the proposed 2017/18 Annual Plan consultation, from 7 April to 7 May 2017. During this time 449 submissions were received, including 173 submissions from the survey Generation Zero posted on their website. This survey contained Council’s questions and an additional question: “do you support converting Garden Place into a 91 space carpark, or a shared space?”

37. Of the 449 submissions:

	Other Respondents		Generation Zero Survey		Total Responses	
	No.	%	No.	%	No.	%
Support the free two-hour on-street parking in the CBD proposal	70	25%	4	2%	74	16%
Do not support the free two-hour on-street parking in the CBD proposal	205	74%	165	95%	370	82%
Not Answered	1	0%	4	2%	5	1%
Total	276	100%	173	100%	449	100%

38. Overall, 82 per cent of the submitters did not support the Proposal, with 95 per cent of the Generation Zero survey respondents not supporting the Proposal and 74 per cent of the other respondents not supporting the Proposal.

39. Council heard submissions on 18 May 2017. A number of key themes emerged from the submissions and the hearing including;

- Funding and Cost of the Proposal
- Strategic Alignment of the Proposal
- Evidence that free parking would revitalize the CBD

40. Funding and Cost of the Proposal

41. A majority of submitters did not support the proposed funding option of:

- A 10 per cent allocation to CBD businesses through the introduction of a new Central Business Targeted Rate; and
- 90 per cent to all ratepayers through an increase to the existing Access Hamilton Targeted Rate.

42. A number of submissions indicated that the cost to the ratepayer was too high and that the revenue loss would affect other transport projects. In particular some submissions wanted continued investment in and promotion of walking, biking and bus modes of transport (refer strategic alignment).The proposal being consulted on was based on collecting additional rates to replace the lost parking revenue so there would be no affect on other transport projects.

43. The Consultation Document asked a specific funding question of “how should we collect the rates to replace the lost revenue from parking meters?”

- Of the 74 responses that supported the Proposal:
 - 8 per cent suggested the parking continues to be paid by user-pays through parking charges;
 - 42 per cent thought it should be funded by the proposed targeted rate;
 - 16 per cent thought it should be funded by an increase in general rate; and
 - 19 per cent thought the CBD should pay larger share or all of the cost of the Proposal
- Of the 370 responses that did not support the Proposal:
 - 75 per cent suggested the parking continues to be paid by user-pays through parking charges;

Item 9

- 4 per cent thought it should be funded by the proposed targeted rate;
- 2 per cent thought it should be funded by an increase in general rate; and
- 9 per cent thought the CBD should pay larger share or all of the cost of the Proposal.

44. Commentary from some submitters indicated a view that the cost of funding the Proposal via a 90 per cent allocation of the cost to all ratepayers by the Access Hamilton Targeted Rate placed too greater burden on the ratepayers. Some submitters also commented that the use of the Access Hamilton Rate which is a rate based on capital value was not appropriate as it resulted in other commercial areas (for example the Base and Chartwell) supplementing the CBD commercial area.
45. Council, following the Hearings requested additional information and examples of how different properties would be impacted by the proposed increase in the Access Hamilton Targeted Rate.
46. The Access Hamilton Targeted Rate is set to collect a fixed amount of revenue and is not increased by the general rate increase or an inflation increase each year. It is an on-going targeted rate; there was no indication it was for a fixed time period.
47. The Access Hamilton Targeted Rate is set and assessed on the capital value of properties and is applied at the same rate-in-the-dollar for all types of rateable property. The property with the higher capital value will pay more. Commercial properties will pay more on average than residential properties only because they have a higher capital value.
48. For each \$100,000 of capital value the parking component of Access Hamilton is \$5.12. Overall the impact of proposed rate changes is outlined below. A table of example properties as requested by Council is attached (Attachment 1).

For General Residential properties:

Property count	51,117
Average CV	\$437,495
Average Parking Rate	\$22.41
75% of properties pay	\$26.64 or less
90% of properties pay	\$32.79 or less
480 properties pay more than \$ 50	(CV >= \$980,000)
21 properties pay more than \$ 100	(CV >= \$1.98m)

For General Commercial properties (outside CBD):

Property count	3,485
Average CV	\$1,490,567
Average Parking Rate	\$76.36
75% of properties pay	\$51.74 or less
90% of properties pay	\$110.66 or less
187 properties pay more than \$ 200	(CV >= \$3.92m)
46 properties pay more than \$ 500	(CV >= \$9.9m)
15 properties pay more than \$ 1,000	(CV >= \$20.7m)

For CBD BID Commercial properties (Includes the Access Hamilton and CBD targeted rate):

Property count	644
Average SUIPs (shops/units)	1.86
Average CV	\$2,009,800
Average Parking Rate	\$258.33
75% of properties pay	\$230.15 or less
90% of properties pay	\$448.18 or less
199 properties pay more than \$ 200	(from CV = \$180,000 with 3 SUIPs)

59 properties pay more than \$ 500 (from CV = \$205,000 with 8 SUIPs)
 21 properties pay more than \$1,000 (from CV >= \$904,000 with 17 SUIPs
 to CV >= \$76.2m with 69 SUIPs)

For Rural properties :

Property count	637
Average CV	\$1,176,581
Average Parking Rate	\$60.28
75% of properties pay	\$56.87 or less
90% of properties pay	\$115.27 or less
79 properties pay more than \$ 100	(CV >= \$1.96m)
25 properties pay more than \$ 200	(CV >= \$4.0m)

49. A number of submitters requested clarification on the cost of the Proposal in terms of the full year cost and the impact of the loss of infringement revenue.
50. The figure of \$1.45m represents a full financial year (i.e. 12 months). The Proposal is planned to start from 1 October 2017, therefore representing a part year and hence the 2017/18 funding requirement was \$1.09m (75 per cent of the \$1.45m). The Consultation Document outlined both year 1 (part year) and year 2 (the full 12 month period requirement).
51. The Proposal included the projected loss of revenue of \$450,000 from time-related infringements. The loss in time-related infringements is based on the average parking duration in the CBD of 80 minutes (based on the data collected from existing Pay Kiosk in Worley Place and Barton Street). This is less than the two hours in the parking proposal (i.e. 120 minutes) and therefore it is expected that a large majority of time-related infringements would not be issued.
52. Other infringements, such as parking illegally and not having Warrant of Fitness and/or registration can still be issued. Therefore revenue loss from other parking (\$50k) and traffic infringements (\$1.25m) has not been included in the Proposal.
- 53. Strategic Alignment of Parking Proposal**
54. A number of submitters questioned why Council was considering the Proposal in isolation of a broader strategy for the central city. Others submitted that the Proposal would better be considered as part of the 2018-28 10-Year Plan.
55. On 13 December 2016, Council resolved to establish a Central City Parking Control Task Force (Task Force). The Task Force terms of reference provided for it to consider and recommend revised parking controls for the central city to the Growth and Infrastructure Committee. To date the Task Force has looked at:
 - opportunities to increase on-street parking stock in the central city
 - development of a series of Parking Principles
 - opportunities to leverage parking technology to:
 - increase on-street parking occupancy,
 - guide visitors to available on-street parking,
 - payment options
 - review of Council’s approach to issuing parking and traffic infringements
 - engagement with the Hamilton Business Association
56. The Task force reported back to Council at its 6 April 2017 meeting where Council resolved to consult on the Proposal which is the subject of this report.

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57. In making this decision Council had regard to a number of strategic considerations including the Proposals fit with the Hamilton Plan, the Economic Development Agenda, the Central City Transformation Plan (CCTP) and the Access Hamilton Strategy. The report indicated that the Proposal was aligned and did not work against any of these strategies. Of key importance is the CCTP outcome to have parking options that encourage more people to spend more time in the central city.
58. The Task Force outlined to Council its strategic direction for parking in the central city;
 - On street parking should be provided as a service to support an active, strong commercial central city
 - On street parking strategies should target short term visitors and shoppers while longer term visitors should be directed to off street car parking
 - The target 85% parking utilization factor should be retained
 - The maximum parking period of 2 hours should be retained
 - Travel demand management strategies that encourage biking, public transport and ride sharing for both visitors and workers should also be deployed alongside the parking strategy
 - That parking management practices be directed more and more to education and compliance rather than enforcement.
59. The Proposal complements this strategic direction.
60. While staff recognized the apparent community and Task Force desire for free central city on street car parking, it recommended that Council only adopt any free parking initiative as a short term policy to revitalize the central city and that this is periodically reviewed against the strategy of an 85% on-street parking utilization factor.
61. This 85% utilization factor is a recognized target and has been embedded in the Access Hamilton Strategy since 2010. If this target is achieved it would mean that the on-street parking stock is well utilized while providing sufficient opportunities for circulating vehicles to park quickly and conveniently. Above 85-90% indicates over saturation of the parking resource which would be counterproductive for a vibrant Central City.
62. Adoption of 85% utilization factor is the response to a number of submitters who expressed concerns that free parking would increase congestion in the CBD and that free parking would not revitalize the CBD.
63. The latest bi-annual number plate recognition survey (March 2017) indicated occupancy is at 68 per cent for the high demand areas, and at 33 per cent outside that area. This means that the on street car parking stock is being underutilized and that any policy that increases utilization will be strategically aligned.
64. A number of submitters indicated that Council should invest in and promote walking, biking and bus modes of transport and that a focus on attracting more cars into the central city would work against other transport modes.
65. The task force has carefully considered this issue and indicated through its strategic direction that travel demand strategies that encourage these alternative modes should also be deployed alongside the parking strategy.
66. The Proposal allows Council to continue its current investment in these travel demand strategies and these can be reconsidered as part of the 2018-28 10-Year Plan if Council wishes to increase investment in this area.

67. Waikato Regional Council, who has responsibility for Public Transport operations, spoke in support of the Proposal at the hearing. In speaking in support they recognized the dynamic of attracting more cars into the CBD verses use of public transport. They indicated that the 2 hour cap was important and that the Proposal needed to be enforced to eliminate abuse.
68. A main theme of the Generation Zero submission was to instead focus on promoting the CBD as a destination, which would then attract people. Staff agree with the promotion aspect and believe it can sit alongside the Proposal.

69. Evidence that free parking would revitalize the CBD

70. A number of submitters questioned whether there was any evidence to support that free parking would revitalize the CBD.
71. Staff were requested to provide further information on free parking initiatives in other centres including New Plymouth, Lower Hutt, Porirua, and Rotorua. Attachment 2 provides a summary of the various parking offerings of these cities. Nelson and Hastings have also been included as staff have previously spoken to these respective councils.
72. The task force recognized that the common issue that detracted from any positive intent in these initiatives was “commuter abuse”. This term is intended to indicate that while it was intended to have shoppers and visitors use the on-street car parks it was difficult to prevent longer term stays including commuters.
73. The task force gave considerable thought to this and outlined in the 6 April 2017 report to Council, its proposals to manage this risk. This management proposal is replicated below;

The Parking Task Force carefully considered this risk and believes that the risk can be managed with the modern technology proposed and through careful parking warden management.

To mitigate the risk of workers utilising the on street car parks the Task Force recommends the following technology and time control strategy:

- *The maximum stay in the CBD on street car park for a given 24 hour period will be 2 hours maximum, unless otherwise decided by signage (special vehicle bays, loading zones, taxi stands etc).*
- *No stay over 2 hours will be permitted and longer term parkers will need to use the off street car parking facilities.*
- *As no parking over 2 hours is permitted, pay kiosks are not required.*
- *Staff will utilise the approved technology budget to increase the geographic spread of parking sensors to all paid on street car parks in the central city, and not just the blue zone. The sensors will provide better data on utilisation, than our current bi-annual survey, that can be used to report trends and inform future reviews of the parking strategy.*
- *Staff will also consider its resourcing to manage the revised hours and wardens will be equipped with number plate recognition devices that will allow “electronic chalking”.*
- *This will mean that visitors can choose to change their geographic location to utilise their 2 hour free parking allocation. However they will not be able to park for more than 2 hours across the CBD area (technology verification in progress)*
- *Smart phone applications will be developed and promoted that allow visitors to obtain real time information on parking options when visiting the Central City.*

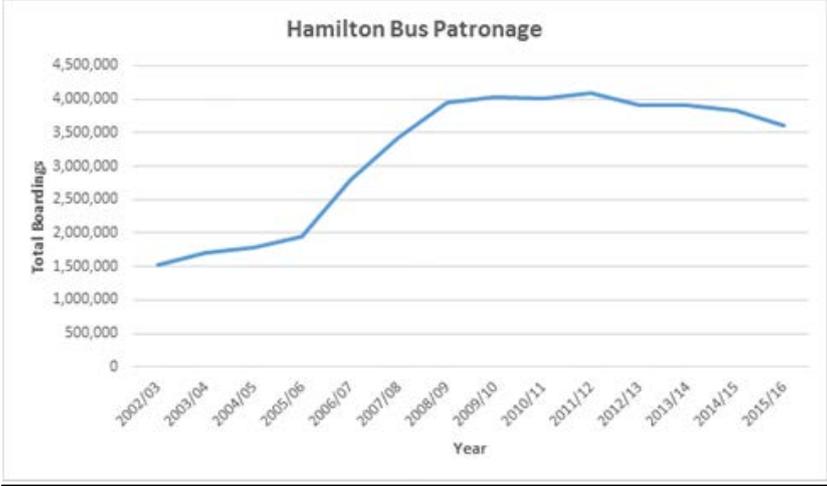
The risk of workers filling on street car parks can be further mitigated by strong travel demand management strategies promoting the use of alternative means of transport including biking and public transport and also by the choice of parking technology and the policies around time control management.

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- 74. We are data poor to be able to evidence base that free parking will re-vitalise the CBD. This is why staff have recommended that the 85% utilization factor is the adopted strategy and that the free parking is a short term policy as a means to improve utilization, recognizing that the policy may need to be changed if over saturation of the parking stock results.
- 75. The new technology will provide real time data that can then be used to give some insights into how the parking stock is being used and how it might relate to revitalization of the CBD, both on street and off street.
- 76. In the interim period the staff view is that if utilization of the on street parking was to increase, and commuter abuse could be managed, then this must have a positive impact on the CBD.
- 77. Some submitters have indicated that demand pricing of parking would be preferable to free parking. The technology proposed will provide valuable and appropriate information for future consideration of demand pricing to achieve 85% optimization across the entire parking stock.
- 78. A number of other submitters have indicated that the maximum parking time in the CBD should be more than 2 hours maximum in any 24 hour period. Staff believe that this is an issue that the Task Force should be asked to reconsider.

79. Other Matters

- 80. Staff were asked following the hearing to report on a number of other matters as set out below.
- 81. One submitter referenced a New Zealand Transport Agency research report on the value of cyclists to a city economy to support the argument that shoppers who travel by car do not provide more economic benefit than shoppers who arrive by other modes of transport.
- 82. The report referenced was the “Reallocation of Road Space” (August 2013); a survey of 1,744 shoppers and 144 retailers in nine shopping areas in three New Zealand cities (Auckland, Christchurch, Wellington) found drivers spent more money per trip than non-drivers (\$47 to \$34). But in central city locations, the gap between drivers and cyclists was only \$4 per trip (\$47 to \$43). It also noted that non-drivers also spent more time in the shopping areas, suggesting that the “the longer-term spending by sustainable transport mode users is likely to be higher than that of private vehicle users.”
- 83. The promotion of travel demand strategies that encourage alternative modes to sit alongside the parking strategy is part of the task force strategic direction and so this matter has little relevance to the Proposal.
- 84. During the hearings, Councillors’ requested further information on Hamilton bus patronage, including the levels of subsidy. The graph below shows the patronage over the last 10 years.



85. Clarification on the cost of the bus service to Hamilton City ratepayers is outlined below. The forecast 2016/17 cost for the Hamilton bus service is \$14.23m and is expected to be funded as follows:
- Passengers (38%) \$5.5m (via fare revenue)
 - Waikato Regional Council (30%) \$4.28m (via rates levied on Hamilton properties)
 - NZTA (32%) \$4.45m (via National Land Transport Fund).
86. One submitter commented that Proposal is in conflict with Policy 7.2.5c in the Central City chapter of the Partly Operative District Plan (PODP).
87. The Proposal is not in conflict with this PODP policy. Policy 7.2.5c seeks to manage transportation corridors to enhance transport connectivity, prioritise safety and convenience for pedestrian and cyclists, and encourage the removal of unnecessary traffic from within the Central City.
88. The PODP purpose is to provide objectives and policies to govern land-use in the central city through the resource consent process. It is important to note that obtaining resource consent approval does not require absolute compliance with every relevant objective and policy. The Proposal does not propose any change in land-use; it addresses pricing of services as a tool to improve occupancy of car parking spaces.
89. Further, the policy is specifically related to the management of transportation corridors and encouraging the removal of unnecessary traffic. The submitter has not provided any evidence to show that Proposal will in any way encourage the creation of unnecessary traffic. The Proposal aims to encourage activity into the CBD to revitalise the CBD, not specifically to increase trip generation and unnecessary traffic.
- 90. Options**
91. The response from the consultation has indicated that the majority of submitters do not support the Proposal with a large percentage indicating that parking should continue to be paid by user-pays through parking charges.
92. The Proposal has been developed and promoted by the Council appointed Task Force and this report indicates the consultation response to the funding aspects of the Proposal. Staff think it is appropriate on this occasion for Council to make the decision on these funding aspects.
93. There are four options for Council to consider
- Option 1; Not to proceed with the Proposal
- Option 2; Not to proceed with the Proposal at this time and to reconsider it as part of the 2018-28 10-Year Plan
- Option 3; To proceed with the Proposal as outlined
- Option 4; To proceed with the Proposal for the 2017/18 Financial Year and to consider the continuation of the Proposal beyond 2017/18 as part of the 2018-28 10-Year Plan
94. If Council was to choose Option 4, the financial impact for 2017/18 would be reduced from the estimated revenue loss of \$1.45M in proportion to the proposed start date of 1 October 2017 (approximately \$1.09M).
95. Staff recommend that if Council decide to proceed with the Proposal that the Task Force be asked to consider the following matters and report them through to the Growth and Infrastructure Committee for a decision;
- The proposal to limit the maximum stay in the CBD to 2 hours in any 24 hour period.

- Final Details of the technology solution including the timing of removal of the coin operated meter heads.

96. Impact on Council Policies

97. The introduction of the new Central Business Targeted Rate requires changes to Council polices listed below to ensure the rate is valid.

- Revenue and Financing Policy: The Transport network activity already allows for the use of targeted rates within the Revenue and Financing Policy. The Central Business Targeted rate needs to be included in the list of targeted rate types - Table 4 of the policy.
- Funding Needs Analysis Policy: The Central Business Targeted rate needs to be included in the Activity Funding Needs Analysis under the Transport Network activity - Schedule One of the policy.
- Rating Policy: The policy needs to be changed to reference two location based rates - Central Business Targeted rate and the existing BID rate. - Paragraph 25 and 26 of the policy.

98. Council approved the amended policies for consultation at the Council meeting on 6 April 2017. There is no change to the amended policies as a result of the submissions.

99. For clarification there is no change to the Rates Remission Policy. In the context of the parking proposal, the increase in the Access Hamilton Targeted Rate and the creation of the new Central Business Targeted Rate is to offset the loss of revenue from the parking meters which has been used to fund transport programmes of work. The Rates Remission Policy applies criteria for the remission of rates to modify the rates liability (all rates) on particular rating units. There are no criteria in the Rates Remission Policy to remit rates to offset the provision of service, such as parking, by a ratepayer. Therefore rate remissions cannot be used to reduce rate liability for a ratepayer.

100. Parking Proposal Risks

101. The 2 hour free parking Proposal has a number of risks including;

Risk Description	Mitigation actions
Risk that long term parkers including commuters occupy the on street car parks	Technology solutions Parking management 2 Hour max control in CBD Ability to revert back to paid parking
On street car parking becomes over saturated beyond 85-90%	Technology will provide real time data Ability to revert back to paid parking
Rating Proposals are challenged	Legal review of process and revised policies
No basis under Rates Remission Policy to remit rates for the provision of parking	Education around Policy

102. Other Annual Plan Submissions

103. Submitters' Feedback

104. Overall, the main theme was to focus on the revitalisation of the CBD as a destination, which will then attract people into the CBD.

105. Specific issues raised by submitters and staff responses are outlined below.
106. Capital Value Rating System
107. Submitter GBG Management requested Council consider the impact of the transition from a land value rating system to a capital value rating system.
108. At a meeting on the 27 November 2014 the Council decided to change from a land value rating system to a capital rating system, where rates are calculated on the value of the land and what is built on the land, rather than just the land itself.
109. The change will bring Hamilton into line with other major cities in New Zealand who use a capital value rating system.
110. 2017/18 is the third year of the ten-year transition from land value to capital value rating . This year 70 per cent of the total general rate collection will be set based on land value and 30 percent will be set from capital value.
111. Staff advice: No change to the Annual Plan. The impact of the capital value rating system will be taken into consideration by the 10-Year Plan Financial Strategy and Revenue Task Force in consideration of the financial strategy.
112. Community Leases
113. Submitter Grey Power requested Council consider the impact of the introduction new lease arrangements at Celebrating Age Centre.
114. In 2015, a Councillor-led working group examined our management of these facilities and directed staff to take a new approach to their management to ensure a more efficient and effective use of these sites. Our new approach is a shift away from what we term “bookable space”, to a more efficient and effective model that will see the Council enter into a long-term lease with groups, which can in turn make space available to other organisations. Council utilises this “new” model in all other community facilities it owns in the city, so the change will bring a greater consistency to the way we deliver this community service.
115. Currently there are three leases within Celebrating Age Centre (Victoria Street building):
- Age Concern has approximately 10% of the building (98m²)
 - Senior Net has roughly 5% of the building (44m²)
 - Grey Power has just under 2% of the building (15m²).
116. The remaining 796m² is not currently in a lease, so Council covers costs through booking out the spaces.
117. The revenue Council has budgeted to gain for this facility this year is \$40,350, made from leases (\$4,403.71) + bookable space (\$35,946.29).
118. The Expression of Interest for the Celebrating Age Centre process opened on 17 April and will close for applications on 16 June 2017. New Leases will come into effect from 1 July 2018.
119. Grey Power currently pay an annual lease + utility of \$407.98 + any bookable time. Year to date bookable space has been \$895.
120. The possible introduction of a long-term lease with a single leaseholder for the bookable space within the Celebrating Age Centre will require Grey Power to arrange bookable space through the lease holder. Grey Power may be able to continue to hold an annual lease with Council for permanent space.
121. Staff advice: No change to the Annual Plan as the long-term lease model has already been approved by Council.

122. Age Friendly City

123. Submitter Grey Power commented that Council has an Age Friendly City but is not demonstrating any initiatives to support this.
124. Council is developing an Age Friendly Action Plan, which is expected to be completed by the end of 2017. Hamilton's plan will be a collaborative initiative between several key groups responsible for providing facilities and services for the city's older people.
125. In order to be successfully accredited, the plan will have to include actions that contribute to the wellbeing of older people in Hamilton, across eight themes: Outdoor Spaces and Public Buildings, Transport, Housing, Social Participation, Respect and Social Inclusion, Civic Participation and Employment, Communication and Information, and Community Support and Health Services.
126. The plan will be wide in range and include several partners, but it is also a first step in improving the city for older people and building on what already exists in Hamilton.
127. The plan will have to be approved by Council and then given accreditation by the World Health Organisation. The Age Friendly Steering Group is working closely with the Office of Seniors and local WHO assessors to ensure the plan will be successfully accredited.
128. Staff advice: No change to the Annual Plan as the programme of work to develop the plan is currently within the 2017/18 budget. Any additional funding requirements will be requested through the 2018-28 10-Year Plan.

129. Sustainability

130. The reporting on sustainability initiatives was presented to the Community and Services Committee on 16 May 2017 and referred to a Council briefing (date to be confirmed).
131. Staff advice: No change to the Annual Plan as the programme of work will not be determined until after the Council briefing. Any new initiatives will be included in the 2018-28 10-Year Plan.

132. Linkage of Western Rail Trail Bike Path

133. Hamilton's Biking Plan 2015-2045 identifies a possible route along Ward Street which would connect the Western Rail Trail to the centre of the city. There is also a potential opportunity to connect to Bryce Street adding an additional connection to the river.
134. Staff advice: No change to the Annual Plan as these sites are potential projects that will be put up for consideration in the 2018-28 10-Year Plan.

135. Staff Recommendation

136. Staff are not recommending any further changes to the Annual Plan as a result of submissions received.

137. Budget Update

138. Budget Adjustments

139. Since the Council meeting on 7 and 8 March 2017, staff have continued to review the budgets and key assumptions contained within the proposed 2017/18 Annual Plan.
140. Staff are recommending the following changes to the operating position and the capital expenditure programme.

141. Operating Position
142. The operating surplus reported in March 2017 was \$8.6m. When adjusted for Council's balancing the books measure the position resulted in a deficit of \$2k.
143. Changes have been identified that will improve the operating surplus to \$9.6m. This is an increase of \$1.0m. These changes also favourably impact on the balancing the books measure.
144. The following table sets out the changes and impact on the bottom line.

Operating Statement Position

	Accounting Result	Balancing the Books
Surplus/(Deficit) as at March 2017	8,580	(2)
Changes		
Increase for additional Rating Growth ¹	437	437
Reduction in Finance costs ²	700	700
Reduction in Depreciation ³	250	250
Increase cost for the 2018-28 10 Year Plan ⁴	(350)	(350)
Total Changes	1,037	1,037
Surplus/(Deficit) as at June 2017	9,617	1,035

1. Rating volume growth has been reassessed at 1.3%, previously the rate being used was 1%
2. To reflect the reduced capital programme and forecast debt position as at 30 June 2017.
3. Reduction in depreciation to reflect the reduced capital programme.
4. Additional resources required to assist with preparation of the 2018-28 10 Year Plan.

145. Capital Programme
146. The capital programme has been reviewed to consider the current growth environment and the ability of the organisation to deliver the programme in conjunction with the already approved deferrals from the 2015/16 financial year and proposed deferrals from the 2016/17 financial year.
147. The capital programme presented in March 2017 amounted to \$100.8m. Changes totaling \$11.8m have been identified that will reduce the 2017/18 programme to \$89.0m. The changes fall into two categories:
- Projects deferred to the first year (2018/19) of the 2018-28 10-Year Plan.
 - Other changes identified since the March 2017 Council meeting.
148. The following table sets out the changes and the impact on the proposed capital programme.

Capital Expenditure Programme		000`s
Total as at March 2017		100,767
Projects deferred to 2018/19		
Stormwater Rototuna	(289)	
Stormwater Peacock	(536)	
Wastewater Rototuna	(1,316)	
Wastewater Bulk storage	(3,000)	
Upgrade Wastewater Treatment Plant	(2,460)	
Water main Rototuna	(2,080)	
Water main Peacock	(500)	
Upgrade Water Treatment Plant	(2,604)	
		(12,785)
Other Changes to 2017/18		
Fire Compliance for Museum	140	
Remove Founders Theatre Renewals	(390)	
Reduce Tenancy Inducements	(75)	
Additional safety improvements at Hamilton Zoo	250	
Additional cost for Wastewater Master Plan	100	
Additional water main requirements in Ruakura	1,000	
		1,025
Revised Total as at June 2017		89,007

149. Financial Strategy

150. Council's financial strategy comprises three measures:

- Hold total rates rises at 3.8 per cent for existing ratepayers each year of the 2015-25 10-Year Plan.
- Balance the books from 2016 onwards.
- Reduce our debt-to-revenue ratio to 200 per cent or below by 2020.

151. The changes outlined in sections 106 –116 comply with the financial strategy measures:

- Total rates rise at 3.8% for existing ratepayers.
- A balancing the books surplus of \$1.0m is projected.
- A debt to revenue ratio of 200% is projected.

152. Fees and Charges

153. At the Council meeting on 7 March 2017, Council considered the proposed fees and charges schedule for 2017/18 and approved specific fees and charges that required early approval.

154. The attached schedule (Attachment 3) identifies the fees and charges that were approved in March and includes the remaining fees and charges for Council's approval at this meeting.

155. The only changes made to the fees and charges schedule following the 7 March Council meeting are the addition of a new planning guidance fee and the addition of some wording to three water connection fees. These changes are noted in the comments section of the attached fees and charges schedule.

156. Financial and Resourcing Implications

157. Staff have estimated the cost to complete the Annual Plan process at \$25,000 and there is budget allocated. This includes:

- Staff time to prepare the written and financial content of the Annual Plan document.
- Design and printing of the document and updating the Council website.
- Staff time to prepare the Council report.

158. Risk

159. Council must adopt its Annual Plan on or by 30 June 2017 in accordance with the Local Government Act 2002. Failure to complete the process by 30 June 2017 has the potential to:

- Delay implementing the setting and assessing of rates for 2017/18 at the level required to support the budget.
- Limit borrowing, impacting on the new capital programme and have consequences with lending agencies.
- Stop the collection of new development contributions.
- Introduce significant negative reputational risk.

160. The risk in not meeting these requirements is currently low as Council is currently on-track with its timeframes to complete the Annual Plan process.

Signatory

Authorisers	David Bryant, General Manager Corporate Chris Allen, General Manager Infrastructure
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SAMPLE PROPERTIES \$ 1,450,000 (excl GST) Total Collection (Year 2)

Description	Rating Category	SUIPs	Land Value	Capital Value	2016/17	2017/18			Parking Rate	Additional Increase %
					Calculated	Proposed	Proposed Change	Change %	Proposed	
					Total Rates	Total Rates			Total Rates	
RESIDENTIAL SECTOR										
Median Residential	Residential General	1	210,000	405,000	2,030	2,093	63	3.10%	21	1.02%
Melville Vacant	Residential General	1	180,000	180,000	1,555	1,524	-31	-1.98%	9	0.59%
Grandview Heights	Residential General	1	255,000	540,000	2,516	2,617	101	4.01%	28	1.10%
Flagstaff Vacant	Residential General	1	265,000	265,000	2,283	2,238	-45	-1.98%	14	0.59%
Rototuna	Residential General	1	285,000	640,000	2,851	2,983	131	4.60%	33	1.15%
Temple View	Residential General	1	112,000	265,000	1,143	1,201	58	5.11%	14	1.19%
Nawton	Residential General	1	126,000	335,000	1,325	1,410	84	6.37%	17	1.29%
Rototuna	Residential General	1	290,000	680,000	2,933	3,081	148	5.05%	35	1.19%
Flagstaff North	Residential General	1	310,000	790,000	3,205	3,396	190	5.94%	40	1.26%
Lake	Residential General	1	155,000	235,000	1,430	1,444	14	0.99%	12	0.84%
Melville / Glenview	Residential General	1	235,000	345,000	2,149	2,165	16	0.73%	18	0.82%
Rototuna	Residential General	1	265,000	570,000	2,624	2,733	109	4.17%	29	1.11%
Woodstock	Residential General	1	265,000	690,000	2,758	2,928	170	6.17%	35	1.28%
Flagstaff North	Residential General	1	420,000	950,000	4,204	4,401	197	4.68%	49	1.16%
Silverdale	Residential General	1	410,000	880,000	4,051	4,220	168	4.15%	45	1.11%
Saint Andrews	Residential General	1	570,000	940,000	5,311	5,402	90	1.70%	48	0.91%
Harrowfield	Residential General	1	770,000	1,910,000	7,886	8,333	446	5.66%	98	1.24%
Maeroa	Residential General	1	750,000	1,030,000	6,754	6,768	14	0.21%	53	0.78%
Chartwell	Residential General	1	1,300,000	3,325,000	13,419	14,223	804	5.99%	170	1.27%
Median Inner City	Inner City Residential	1	95,000	225,000	971	1,021	50	5.11%	12	1.19%
Central City	Inner City Residential	1	120,000	210,000	1,141	1,166	25	2.20%	11	0.94%
Central City	Inner City Residential	1	235,000	490,000	2,311	2,400	89	3.86%	25	1.09%
Median Multi Unit	Multi Unit Residential	8	275,000	980,000	4,300	4,532	232	5.40%	50	1.17%
Maeroa	Multi Unit Residential	4	280,000	540,000	3,819	3,823	4	0.11%	28	0.72%
Hamilton East	Multi Unit Residential	10	295,000	1,020,000	4,594	4,827	233	5.07%	52	1.14%
Whitoria	Multi Unit Residential	4	490,000	670,000	6,341	6,209	-132	-2.08%	34	0.54%
Median Rural Residential	Rural Residential	1	500,000	670,000	2,897	3,027	130	4.50%	34	1.18%
Rotokauri	Rural Residential	1	995,000	1,135,000	5,532	5,690	159	2.87%	58	1.05%

SAMPLE PROPERTIES \$ 1,450,000 (excl GST) Total Collection (Year 2)

Description	Rating Category	SUIPs	Land Value	Capital Value	2016/17	2017/18			Parking Rate	Additional Increase %
					Calculated	Proposed	Proposed Change	Change %	Proposed	
					Total Rates	Total Rates			Total Rates	
RURAL SECTOR										
Median Rural Small	Rural Small	2	350,000	840,000	1,556	1,738	182	11.70%	43	2.77%
Rural Small Vacant	Rural Small	1	335,000	335,000	1,186	1,245	59	4.97%	17	1.45%
Rotokauri	Rural Small	1	1,030,000	1,460,000	3,892	4,179	287	7.38%	75	1.92%
Ruakura	Rural Small	1	195,000	400,000	823	908	85	10.29%	20	2.49%
Median Rural Large	Rural Large	1	1,780,000	2,170,000	3,774	3,954	180	4.77%	111	2.95%
Rural Large Vacant	Rural Large	1	1,850,000	1,850,000	3,669	3,757	87	2.38%	95	2.58%
Rotokauri	Rural Large	1	2,800,000	3,260,000	5,834	6,080	245	4.21%	167	2.86%
Peacockes	Rural Large	4	12,500,000	13,410,000	25,328	26,142	815	3.22%	687	2.71%
COMMERCIAL SECTOR										
The Base / Te Awa	Commercial General	142	32,000,000	225,000,000	1,151,612	1,299,248	147,637	12.82%	11,527	1.00%
Mitre10 Mega etc.	Commercial General	10	16,700,000	23,800,000	422,368	410,789	-11,579	-2.74%	1,219	0.29%
Dressmart Mall	Commercial General	31	2,130,000	15,200,000	77,327	87,365	10,039	12.98%	779	1.01%
The Base All		183	50,830,000	264,000,000	1,651,306	1,797,402	146,096	8.85%	13,525	0.82%
Centreplace North	CBD BID (Business Improvement District)	69	9,200,000	76,200,000	354,872	405,540	50,668	14.28%	9,652	2.72%
Centreplace South	CBD BID (Business Improvement District)	24	3,500,000	20,100,000	118,027	129,310	11,283	9.56%	3,029	2.57%
Farmers	CBD BID (Business Improvement District)	1	2,400,000	15,100,000	79,635	88,556	8,921	11.20%	857	1.08%
Centreplace All		94	15,100,000	111,400,000	552,534	623,406	70,871	12.83%	13,538	2.45%
KiwiRail	Commercial General	1	1,245,000	72,690,000	166,238	232,508	66,269	39.86%	3,724	2.24%
Fonterra Dairy Factory	Commercial General	1	12,100,000	99,900,000	463,010	532,867	69,856	15.09%	5,118	1.11%
Westfield Chartwell	Commercial General	121	12,500,000	135,000,000	540,115	642,381	102,267	18.93%	6,916	1.28%
Riverview Hotel	CBD BID (Business Improvement District)	1	4,730,000	31,600,000	160,116	179,353	19,237	12.01%	1,702	1.06%
Anglesea Medical	CBD BID (Business Improvement District)	37	8,250,000	36,700,000	253,736	270,729	16,993	6.70%	4,963	1.96%
Old Farmers (Bottom 2 Floors)	CBD BID (Business Improvement District)	9	1,800,000	8,350,000	56,218	60,234	4,016	7.14%	1,178	2.09%

SAMPLE PROPERTIES \$ 1,450,000 (excl GST) Total Collection (Year 2)

Description	Rating Category	SUIPs	Land Value	Capital Value	2016/17	2017/18			Parking Rate	Additional Increase %
					Calculated	Proposed	Proposed Change	Change %	Proposed	
					Total Rates	Total Rates			Total Rates	
Median Commercial	Commercial General	1	240,000	500,000	6,380	6,363	-17	-0.26%	26	0.40%
Frankton Vacant	Commercial General	1	205,000	205,000	5,029	4,805	-225	-4.47%	11	0.21%
Te Rapa Vacant	Commercial General	1	550,000	550,000	13,474	12,871	-603	-4.47%	28	0.21%
Te Rapa	Commercial General	2	650,000	2,010,000	18,517	19,092	575	3.11%	103	0.56%
Frankton	Commercial General	3	1,510,000	2,250,000	38,401	37,446	-954	-2.48%	115	0.30%
Boundary Fringe	Commercial General	1	1,760,000	5,850,000	50,862	52,805	1,943	3.82%	300	0.59%
Whitiara	Commercial General	2	1,630,000	3,490,000	43,454	43,429	-25	-0.06%	179	0.41%
Hamilton East	Commercial General	1	2,440,000	10,400,000	74,860	79,721	4,861	6.49%	533	0.71%
Te Rapa	Commercial General	1	5,600,000	17,300,000	159,313	164,252	4,939	3.10%	886	0.56%
Median BID Commercial	CBD BID + Water	2	360,000	825,000	10,160	10,203	43	0.43%	209	2.06%
Central City	CBD BID + Water	1	120,000	305,000	3,809	3,851	41	1.09%	99	2.60%
Central City	CBD BID (Business Improvement District)	1	450,000	850,000	11,465	11,356	-109	-0.95%	127	1.11%
Central City	CBD BID (Business Improvement District)	1	1,060,000	8,750,000	39,154	44,966	5,811	14.84%	532	1.36%
Central City	CBD BID (Business Improvement District)	10	2,160,000	17,900,000	81,838	93,743	11,904	14.55%	1,750	2.14%
Central City	CBD BID (Business Improvement District)	7	3,990,000	17,100,000	118,884	126,518	7,634	6.42%	1,459	1.23%
UTILITIES										
Chorus New Zealand Ltd	Commercial General	1	0	24,106,000	45,816	68,636	22,820	49.81%	1,235	2.70%
NGC New Zealand Ltd	Commercial General	1	0	31,975,000	60,768	91,037	30,269	49.81%	1,638	2.70%
Vodafone New Zealand Ltd	Commercial General	1	0	3,270,000	6,225	9,320	3,096	49.73%	168	2.69%
WEL Networks Ltd	Commercial General	1	0	80,155,000	152,315	228,194	75,879	49.82%	4,106	2.70%
Transpower NZ Ltd	Commercial General	1	0	2,143,000	4,083	6,112	2,029	49.68%	110	2.69%
NZ Post Properties	Commercial General	1	0	250,000	487	723	237	48.64%	13	2.63%
Ultrafast Fibre Limited	Commercial General	1	0	21,857,000	41,542	62,233	20,691	49.81%	1,120	2.70%

Free Parking Offerings from a selection of New Zealand Cities					
City	Free Parking Offer	Tech Used	Perceived Positives	Perceived Negatives	Reasons and extra info
New Plymouth	Trial of free on-street parking in CBD (Saturdays only - ending June 2017, not to be continued)	<ul style="list-style-type: none"> Sensors Kiosks PayMyPark App Wardens 	<ul style="list-style-type: none"> Expect benefits to be derived 	<ul style="list-style-type: none"> Commuter abuse 	<p>http://www.newplymouthnz.com/residents/facilities-and-services/parking</p> <p>Free Saturday trial to assess whether any benefits derived from free parking. Complaints received from retail sector – commuter abuse in non sensed bays</p>
Lower Hutt	CBD 1 Hour free trial discontinued (as at 2 April 2017)	<ul style="list-style-type: none"> Kiosks Wardens 	<ul style="list-style-type: none"> User pays Rates offset 	<ul style="list-style-type: none"> Not free Expensive kiosks Too expensive Need to increase rates to offset loss 	<p>http://www.huttcity.govt.nz/Services/Roads-and-parking/Parking</p> <p>http://www.huttcity.govt.nz/Your-Council/News-and-notice/Latest-News/one-hour-free-parking-trial-ends-in-central-lower-hutt</p> <p>Free parking rescinded 2nd April 2017</p>
Porirua	Free CBD Parking with time restrictions (as per signage)	<ul style="list-style-type: none"> No tech used Wardens 	<ul style="list-style-type: none"> Business benefits 	<ul style="list-style-type: none"> Hard to find a vacant carpark Commuter abuse 	<p>http://www.pcc.govt.nz/A-Z-Services/Parking</p>
Rotorua	Free 60 mins CBD	<ul style="list-style-type: none"> Sensors Meters (lollipop) Wardens 	<ul style="list-style-type: none"> Expected revitalisation CBD 	<ul style="list-style-type: none"> Commuter abuse loss of earnings No improvement in trade found 	<p>http://www.rotorualakescouncil.nz/our-services/parking/where-can-i-park/Pages/default.aspx</p>
Hastings	Free trial extended to 30 th June 2017 time restrictions through signage	<ul style="list-style-type: none"> No tech used Wardens 	<ul style="list-style-type: none"> Expected revitalisation CBD 	<ul style="list-style-type: none"> Significant loss of earnings Commuter abuse 	<p>http://www.hastingsdc.govt.nz/parking-fees</p>
Nelson	Free 1 hour parking	<ul style="list-style-type: none"> Kiosks Wardens 	<ul style="list-style-type: none"> An element of free parking with longer payment option 	<ul style="list-style-type: none"> Commuter abuse Expensive to run and maintain kiosks 	<p>Requires kiosks to provide free parking permit</p> <p>Expensive with no return revenue</p>

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

ANIMAL EDUCATION AND CONTROL

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Dog registration fees up to 30 June				
Category 1	\$75.00	\$75.00	\$75.00	Approved at Council meeting on 7 March 2017.
Category 2	\$143.00	\$143.00	\$143.00	Approved at Council meeting on 7 March 2017.
Dog registration fees after 30 June				
Category 1	\$90.00	\$90.00	\$90.00	Approved at Council meeting on 7 March 2017.
Category 2	\$158.00	\$158.00	\$158.00	Approved at Council meeting on 7 March 2017.
50% Penalty - Applies to registrations after 31 July.				
Category 1	\$135.00	\$135.00	\$135.00	Approved at Council meeting on 7 March 2017.
Category 2	\$237.00	\$237.00	\$237.00	Approved at Council meeting on 7 March 2017.
Miscellaneous Fees Dogs				
First impoundment	\$79.00	\$79.00	\$79.00	Approved at Council meeting on 7 March 2017.
Second impoundment	\$143.00	\$143.00	\$143.00	Approved at Council meeting on 7 March 2017.
Third impoundment	\$235.00	\$235.00	\$235.00	Approved at Council meeting on 7 March 2017.
Sustenance	\$19.00	\$19.00	\$19.00	Approved at Council meeting on 7 March 2017.
Collars				
Tag replacement	\$5.00	\$5.00	\$5.00	Approved at Council meeting on 7 March 2017.
Dog sign over	\$31.00	\$62.00	\$62.00	Approved at Council meeting on 7 March 2017.
Puppy parvo vaccination				
Dog Adoption	\$225.00	\$225.00	\$225.00	Approved at Council meeting on 7 March 2017.
Seizure	\$83.00	\$85.00	\$85.00	Approved at Council meeting on 7 March 2017.
Second seizure	\$153.00	\$155.00	\$155.00	Approved at Council meeting on 7 March 2017.
Third seizure	\$250.00	\$250.00	\$250.00	Approved at Council meeting on 7 March 2017.
Dog micro chipping	\$25.00	\$25.00	\$25.00	Approved at Council meeting on 7 March 2017.
De-sexing				
Males				
Females				
Cat Trap Hireage	\$13.00	\$13.00	\$13.00	Approved at Council meeting on 7 March 2017.
Inspection Fee for Keeping More than 2 Dogs				
First application fee	\$79.00	\$79.00	\$79.00	Approved at Council meeting on 7 March 2017.
Annual renewal fee	\$39.00	\$39.00	\$39.00	Approved at Council meeting on 7 March 2017.
Stock Impounding Related Fees				
Cattle	\$46.50	\$46.50	\$46.50	Approved at Council meeting on 7 March 2017.
Pig	\$32.50	\$32.50	\$32.50	Approved at Council meeting on 7 March 2017.
Weaners	\$13.50	\$13.50	\$13.50	Approved at Council meeting on 7 March 2017.
Horse, mule & deer	\$27.50	\$27.50	\$27.50	Approved at Council meeting on 7 March 2017.
Sheep, goats	\$13.50	\$13.50	\$13.50	Approved at Council meeting on 7 March 2017.
Sustenance	\$6.10	\$10.00	\$10.00	Approved at Council meeting on 7 March 2017.
Stock-driving and rangers charge stock	\$66.00	\$70.00	\$70.00	Approved at Council meeting on 7 March 2017.

BUILDING CONTROL

Building fees and charges are based upon the Hamilton City Council's actual and reasonable costs of the associated work.
Project Information Memorandum

Residential				
Minor Works	\$33.00	\$50.00		
Spa Pools	\$130.00	\$150.00		
Swimming Pools	\$130.00	\$150.00		
Garages	\$255.00	\$255.00		
Small Building Works	\$255.00	\$255.00		
Outbuilding Habitable	\$255.00	\$255.00		
Alterations and Additions	\$255.00	\$255.00		
All Dwellings	\$255.00	\$255.00		
Demolition Residential	\$130.00	\$130.00		
Commercial				
Commercial Demolition	\$130.00	\$150.00		
Commercial Minor Works	\$105.00	\$150.00		
Internal Fit out	\$130.00	\$150.00		
Up to 2 Storeys	\$255.00	\$255.00		
For all Other Commercial Projects	\$400.00	\$400.00		
Building Consents				
Building Consent fees are excluding document management fees.				
Additional fees may also apply - see additional building consent related fees.				
Residential				
Minor Works	\$315.00	\$350.00		
(including install window or door, demolish a wall, install solid wall heater, erect a pergola, install a garden shed, install kitchen fittings)				
Spa pools	\$1,180.00	\$1,180.00		
Swimming Pools	\$1,180.00	\$1,180.00		
Garages	\$1,180.00	\$1,200.00		
Small Building Works	\$1,180.00	\$1,200.00		
(including but not limited to minor additions or alterations up to 3m ²)				
Outbuilding Habitable	\$2,000.00	\$2,100.00		
Alterations and Additions	\$2,250.00	\$2,350.00		
Dwelling Single Storey	\$4,510.00	\$4,550.00		
Dwelling 2 Storey	\$6,095.00	\$6,100.00		
Dwelling 3 Storey or More	\$9,350.00	\$9,500.00		
Attached Group of Residential Units	\$4,510.00	\$4,550.00		
plus per unit charge after 1st unit	\$2,250.00	\$2,250.00		
Demolition Residential	\$1,000.00	\$1,000.00		
Commercial				
Demolition Commercial	\$1,245.00	\$1,250.00		
Commercial Minor Works	\$485.00	\$500.00		
(including but not limited to installing a steel beam, installation of a sink, installation of a door)				
Small Commercial building works	\$2,000.00	\$2,000.00		
Internal Fit out < \$150,000	\$4,215.00	\$4,215.00		
Up to 2 Storey <= \$1,000,000	\$7,685.00	\$7,685.00		
More than 2 storeys and/or > \$1,000,000 (Large Commercial)	\$10,525.00	\$10,550.00		
plus additional hourly rate where applicable	\$220.00	\$240.00		
Photocopying - Document Management (Digitisation)				
A4		\$2.00	\$2.00	
A3		\$3.00	\$3.00	
A2		\$3.00	\$3.00	
A0		\$3.00	\$3.00	

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Additional Building Consent Related Fees	
Building Accreditation Levy 20 cents per \$1,000 of building value	per \$1000
BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over	per \$1000
DBH Levy \$2.01 per \$1,000 on projects \$20,000 and over	per \$1000
Street Crossing Application	
Structural Audit Fee	per 30 mins
External consultancy fees	actual cost
Including but not limited to: Fire Service, Acoustic Testing Water, Stormwater and Waste Services charges	
Including but not limited to: Service Connections/Disconnections, CCTV Surveys, Tradewaste	
Additional Inspections	per 30 mins
Inspection of Building to be Shifted in to Hamilton City	
plus Mileage Outside of City	per km
plus Time for Inspector to Travel Outside of City	per 30 minutes
Inspection of Amusement Devices	
Inspection of Circuses for Fire Safety	per 30 minutes
Amendments to a Building Consent Application (Whether Issued or Not)	hourly rate
Application to Extend Time For Which a Building Consent is Valid	
Urgent Code Compliance Certificate (CCC) - within 24 hours	
Copy of Code Compliance Certificate	
Building Warrant of Fitness and Compliance Schedule	
Building Warrant of Fitness	
Issue of a Compliance Schedule	
plus charge per system or feature	per system or feature
Replacement Compliance Schedule and Warrant of Fitness Statement	
Inspection of Compliance Schedule Maintenance and Reporting Procedures	
Compliance Schedule Re-inspection	per 30 mins
Compliance Schedule Amendment	
Swimming Pool & Fencing Compliance	
Audit inspection of Swimming Pool and Fencing Compliance	per 60 mins
Plus additional hourly rate where applicable	per 30 mins
Land Information Memorandum	
Residential	
Commercial	
plus additional hourly rate where over 3 hours	per hour
Express LIM - residential only (within 3 days)	
Other Applications	
Application for Waiver or Modification to the Building Code.	
Additional inspection charges may also apply.	
Request for exemption from building consent	
Certificate of Acceptance Application (COA)	
Relevant Building Consent fee will also apply.	
Change of Use Application	
Certificate of Public Use (CPU)	
Liquor Licence - Compliance with Building Code Certificate	
Additional inspection charges may apply	
Application for acceptance as an Independent Qualified Person (IQP)	
IQP annual renewal	
Application for Producer Statement Author approval	
Producer Statement Author annual renewal	
Home Star Rated Building Assessment	
Information Requests	
Property Information Search Request	
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images	
Additional photocopying and printing charges will apply where applicable	
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.	per hour
Microfiche Plan Printer Charges	
A4	per page
A3	per page
Photocopying and printing	
A4	per page
A3	per page
CD Capture of Property File	
plus additional charges where time taken is over 1 hour	quoted
Building consent fees	
Building consent fees will be required to be paid in full upon application.	
No processing will commence until these fees are paid.	
BYLAWS	
Fee for new applications in relation to any of:-	
- signs on footpaths	
- merchandise display	
- tables and chairs on footpaths	
- mobile shops	
The stated administration fee plus the applicable annual fee portioned on a monthly basis	
Signs on Footpaths	
a. Central zone-	
Central core	annual fee
Hamilton East	annual fee
Commercial large suburban	annual fee
Commercial Hamilton East Office	annual fee
b. All other zones	annual fee
Merchandise Display	annual fee
FEE FOR USE OF GARDEN PLACE	
Event Booking	per event
Administration costs associated with processing of an event application which may include but is not limited to an event that has more than three stalls	

2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
\$0.20	\$0.20		
\$1.00	\$1.00		
\$2.01	\$2.01		
\$190.00	\$240.00		
\$115.00	\$120.00		
\$115.00	\$120.00		
\$240.00	\$250.00		
\$1.80	\$0.72		
\$115.00	\$120.00		
\$11.50	\$11.50		
\$115.00	\$120.00		
\$220.00	\$240.00		
\$130.00	\$130.00		
\$190.00	\$200.00		
\$60.00	\$60.00		
\$60.00	\$60.00		
\$60.00	\$60.00		
\$60.00	\$60.00		
\$180.00	\$200.00		
\$115.00	\$120.00		
\$60.00	\$60.00		
\$370.00	\$370.00		
\$535.00	\$535.00		
\$84.00	\$84.00		
\$485.00	\$485.00		
\$525.00	\$550.00		
\$220.00	\$240.00		
\$460.00	\$500.00		
\$320.00	\$350.00		
\$600.00	\$600.00		
\$180.00	\$200.00		
\$640.00	\$650.00		
\$145.00	\$150.00		
\$340.00	\$350.00		
\$62.00	\$65.00		
\$535.00	\$550.00		
\$15.50	\$15.50		
\$84.00	\$84.00		
\$4.00	\$4.00		
\$5.00	\$5.00		
\$1.10	\$1.10		
\$2.20	\$2.20		
\$72.00	\$75.00		
\$85.00	\$85.00	\$85.00	Approved at Council meeting on 7 March 2017.
\$225.00	\$230.00	\$110.00	Approved at Council meeting on 7 March 2017. Council decreased fee to \$110 to have one fee across all zones.
\$110.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
\$110.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
\$47.00			

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Commercial Stalls	Weekly	\$240.00	\$245.00	\$245.00	Approved at Council meeting on 7 March 2017.
Seized Signs Release Fee (excluding seized election signs)		\$47.00	\$47.00	\$47.00	Approved at Council meeting on 7 March 2017.
Seized Skateboard Release Fee		\$22.00	\$22.00	\$22.00	Approved at Council meeting on 7 March 2017.
Newspaper Boxes and Similar	annual fee	\$110.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
Tables & Chairs on Footpath	per table - annual fee	\$23.00	\$25.00	\$25.00	Approved at Council meeting on 7 March 2017.
Other use of Footpaths	per event	\$20.00	\$20.00	\$20.00	Approved at Council meeting on 7 March 2017.
Mobile Shops					
Food vendors (food safety fees & charges also apply)	annual fee	\$120.00	\$125.00	\$125.00	Approved at Council meeting on 7 March 2017.
Vendors not requiring food license	annual fee	\$120.00	\$125.00	\$125.00	Approved at Council meeting on 7 March 2017.
Hawkers	annual permit	\$100.00	\$100.00	\$100.00	Approved at Council meeting on 7 March 2017.
Markets					
Small (up to 15 4x4 stalls)	annual license	\$155.00	\$155.00	\$155.00	Approved at Council meeting on 7 March 2017.
Large (15 4x4 stalls or more)	annual license	\$370.00	\$370.00	\$370.00	Approved at Council meeting on 7 March 2017.
Admin Fees					
Re-issue of permit on request of holder.		\$34.00	\$34.00	\$34.00	Approved at Council meeting on 7 March 2017.
CEMETERIES AND CREMATORIUM					
BURIAL LAWNS					
Kowhai plot - Garden Berm Area					
Plot purchase including plaque		\$210.00	\$215.00	\$215.00	Approved at Council meeting on 7 March 2017.
Digging fee		\$100.00	\$100.00	\$100.00	Approved at Council meeting on 7 March 2017.
Total		\$310.00	\$315.00	\$315.00	Approved at Council meeting on 7 March 2017.
Kowhai Plot - Lawn Area					
Plot purchase - does not include a plaque		\$105.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
Digging fee		\$100.00	\$100.00	\$100.00	Approved at Council meeting on 7 March 2017.
Total		\$205.00	\$210.00	\$210.00	Approved at Council meeting on 7 March 2017.
Totara Services Lawn					
Maintenance in Perpetuity		\$740.00	\$760.00	\$760.00	Approved at Council meeting on 7 March 2017.
Digging fee		\$675.00	\$690.00	\$690.00	Approved at Council meeting on 7 March 2017.
Total		\$1,415.00	\$1,450.00	\$1,450.00	Approved at Council meeting on 7 March 2017.
Adult - Oak, Olive, Chestnut or Forest Grove					
Plot purchase		\$3,655.00	\$3,655.00	\$3,655.00	Approved at Council meeting on 7 March 2017.
Digging fee		\$675.00	\$690.00	\$690.00	Approved at Council meeting on 7 March 2017.
Total		\$4,330.00	\$4,345.00	\$4,345.00	Approved at Council meeting on 7 March 2017.
Child - Apple Blossom (child only - 1 ash urn)					
Plot purchase - ashes		\$985.00	\$1,010.00	\$985.00	Approved at Council meeting on 7 March 2017. Council decreased fee to 2016/17 fee of \$985.
Interment fee - ashes		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$1,100.00	\$1,130.00	\$1,105.00	Approved at Council meeting on 7 March 2017.
Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom					
Plot purchase		\$1,980.00	\$2,030.00	\$1,980.00	Approved at Council meeting on 7 March 2017. Council decreased fee to 2016/17 fee of \$1,980.
Digging fee		\$310.00	\$320.00	\$320.00	Approved at Council meeting on 7 March 2017.
Total		\$2,290.00	\$2,350.00	\$2,300.00	Approved at Council meeting on 7 March 2017.
Second Casket Burial					
Digging fee		\$675.00	\$690.00	\$690.00	Approved at Council meeting on 7 March 2017.
Total		\$675.00	\$690.00	\$690.00	Approved at Council meeting on 7 March 2017.
Ash Interment					
Ash Interment		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Casket Disinterment					
Digging fee		\$4,185.00	\$4,285.00	\$4,285.00	Approved at Council meeting on 7 March 2017.
Total		\$4,185.00	\$4,285.00	\$4,285.00	Approved at Council meeting on 7 March 2017.
ASH INTERMENT AREAS					
Web of Memories (4 sets)					
Plot purchase		\$1,005.00	\$1,030.00	\$1,030.00	Approved at Council meeting on 7 March 2017.
Interment		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$1,120.00	\$1,150.00	\$1,150.00	Approved at Council meeting on 7 March 2017.
Sunken Garden 2 (180mm x 150mm plaque only, no ashes)					
Berm purchase		\$245.00	\$250.00	\$250.00	Approved at Council meeting on 7 March 2017.
Total		\$245.00	\$250.00	\$250.00	Approved at Council meeting on 7 March 2017.
Sunken Garden 2 ext (250mm x 150mm plaque only, no ashes)					
Berm purchase		\$285.00	\$290.00	\$290.00	Approved at Council meeting on 7 March 2017.
Total		\$285.00	\$290.00	\$290.00	Approved at Council meeting on 7 March 2017.
Sunken Garden 3 (250mm x 150mm plaque only, no ashes)					
Berm purchase		\$285.00	\$290.00	\$290.00	Approved at Council meeting on 7 March 2017.
Total		\$285.00	\$290.00	\$290.00	Approved at Council meeting on 7 March 2017.
RSA Berm (2 sets)					
Maintenance in Perpetuity		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Interment		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$230.00	\$240.00	\$240.00	Approved at Council meeting on 7 March 2017.
Garden of Memories Tree (1 set, no plaque)					
Plot purchase		\$135.00	\$140.00	\$140.00	Approved at Council meeting on 7 March 2017.
Interment		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$250.00	\$260.00	\$260.00	Approved at Council meeting on 7 March 2017.
Garden of Remembrance - Tui, Bellbird, Kea & Fantail gardens (2 ash urns per plot)					
Plot purchase		\$970.00	\$995.00	\$995.00	Approved at Council meeting on 7 March 2017.
Interment		\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total		\$1,085.00	\$1,115.00	\$1,115.00	Approved at Council meeting on 7 March 2017.
Granite Wall (1 ash urn per plot)					
Plot purchase		\$765.00	\$785.00	\$785.00	Approved at Council meeting on 7 March 2017.
Interment		\$80.00	\$82.00	\$82.00	Approved at Council meeting on 7 March 2017.
Total		\$845.00	\$867.00	\$867.00	Approved at Council meeting on 7 March 2017.
Ash Spread only					
Interment		\$51.00	\$52.00	\$52.00	Approved at Council meeting on 7 March 2017.
Total		\$51.00	\$52.00	\$52.00	Approved at Council meeting on 7 March 2017.

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

			2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Disinterment of ashes			\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Ash disinterment			\$115.00	\$120.00	\$120.00	Approved at Council meeting on 7 March 2017.
Total						
MEMORIAL ONLY**						
Outdoor Book plaque			\$55.00	\$57.00	\$57.00	Approved at Council meeting on 7 March 2017.
Book of Remembrance Inscription			\$83.50	\$86.00	\$86.00	Approved at Council meeting on 7 March 2017.
** supplier fees may increase from time to time - contact cemetery for current price						
MEMORIAL INSTALLATION PERMIT						
Kowhai Berm & Pedestal Permit Fee			\$105.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
CREMATIONS						
Adult			\$50.00	\$51.00	\$51.00	Approved at Council meeting on 7 March 2017.
Child under 15 years			\$605.00	\$620.00	\$620.00	Approved at Council meeting on 7 March 2017.
Stillborn or under 1 year			\$300.00	\$305.00	\$305.00	Approved at Council meeting on 7 March 2017.
			\$120.00	\$125.00	\$125.00	Approved at Council meeting on 7 March 2017.
SERVICE FACILITIES						
Chapel or Lounge - 1 hour service			\$185.00	\$190.00	\$190.00	Approved at Council meeting on 7 March 2017.
Chapel or Lounge - 1/2 hour service			\$94.00	\$97.00	\$97.00	Approved at Council meeting on 7 March 2017.
Chapel or Lounge - 15 minute service			\$46.00	\$47.00	\$47.00	Approved at Council meeting on 7 March 2017.
Service DVD/CD			\$54.00	\$56.00	\$56.00	Approved at Council meeting on 7 March 2017.
Viewing			\$160.00	\$165.00	\$165.00	Approved at Council meeting on 7 March 2017.
Miscellaneous administration costs			\$105.00	\$110.00	\$110.00	Approved at Council meeting on 7 March 2017.
Courier Fees			\$35.00	\$36.00	\$36.00	Approved at Council meeting on 7 March 2017.
AFTER HOURS (applicable when staff are required to work outside normal working hours)						
Burials: Monday - Friday after 4:00 pm; all day Saturday			\$255.00	\$260.00	\$260.00	Approved at Council meeting on 7 March 2017.
Cremations & Ash Burials: Monday to Saturday after 4:30 pm			\$255.00	\$260.00	\$260.00	Approved at Council meeting on 7 March 2017.
PUBLIC HOLIDAYS/SUNDAYS						
Burials or ash interments on Sundays and public holidays			\$500.00	\$510.00	\$510.00	Approved at Council meeting on 7 March 2017.
CITY PLANNING						
DISTRICT PLAN						
District Plan Change Request						
1st deposit; consider request	non-refundable deposit		\$10,940.00	\$10,940.00	\$10,940.00	
2nd deposit (processing charge) and balance at cost, invoiced monthly	non-refundable deposit		\$10,940.00	\$10,940.00	\$10,940.00	
District Plan Requirement/Heritage Order	non-refundable deposit		\$8,075.00	\$8,075.00	\$8,075.00	
Consideration and processing of notice and balance at cost, invoiced monthly						
Alteration of Designation	non-refundable deposit		\$2,315.00	\$2,315.00	\$2,315.00	
Consideration and processing of notice and balance at cost, invoiced monthly						
Removal of designation	non-refundable deposit		\$575.00	\$575.00	\$575.00	
Consideration and processing of notice and balance at cost, invoiced monthly						
DOCUMENT SALES						
District Plan						
Operative Plan - hard copy plan, text & maps (CD also included)			\$220.00	\$220.00	\$220.00	
Proposed Plan - hard copy plan, text & maps (CD also included)			\$265.00	\$265.00	\$265.00	
CD only (includes text & maps)						
CD & hard copy of maps			\$16.00	\$16.00	\$16.00	
Updates						
CD & hard copy maps	annually		\$115.00	\$115.00	\$115.00	
Email notification	annually		\$5.40	\$5.40	\$5.40	
Postage						
Post hard copy			\$10.50	\$10.50	\$10.50	
Post CD and hard copy maps			\$7.60	\$7.60	\$7.60	
Post CD			\$1.98	\$1.98	\$1.98	
ADDITIONAL CHARGES						
Staff time - Administration	per hour		\$85.50	\$85.50	\$85.50	
Staff time - Planner	per hour		\$179.00	\$179.00	\$179.00	
Staff time - Senior Planner	per hour		\$194.00	\$194.00	\$194.00	
Staff time - team leader	per hour		\$209.00	\$209.00	\$209.00	
Staff time - Manager	per hour		\$220.00	\$220.00	\$220.00	
Photocopying and printing						
A4	per page		\$1.12	\$1.10	\$1.10	
A3	per page		\$2.24	\$2.20	\$2.20	
CITY SAFETY						
Request for CCTV Camera Footage			\$27.00	\$27.00	\$27.00	
Litter Infringement Notices						
Depositing non-dangerous litter of less than 1 litre by volume other than on or in a Council park or reserve. Examples: a takeaway container, cigarette butt or drink can.			\$100.00	\$100.00	\$100.00	
Depositing non-dangerous litter from 1 to 20 litres in volume other than on or in a Council park or reserve. Examples: 1.5 litre plastic container, a single disposable nappy, or placing household rubbish bags or accumulated car waste into public litter bins, soft drink bottle.			\$200.00	\$200.00	\$200.00	
Depositing non-dangerous litter from 20 to 120 litres in volume other than on or in a Council park or reserve. Example: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.			\$305.00	\$300.00	\$300.00	
Depositing non-dangerous litter of up to 120 litres in volume on or in a Council park or reserve. Examples: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.			\$305.00	\$300.00	\$300.00	
Depositing non-dangerous litter of more than 120 litres by volume in any place. Example: truck load of dirt/building waste.			\$405.00	\$400.00	\$400.00	
Depositing dangerous litter of any quantity in any place. Examples: dumping commercial waste, multiple disposable nappies, car parts or glass, e-waste or animal remains.			\$405.00	\$400.00	\$400.00	

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

LIQUOR LICENSING
(Set by Statute)
1. Application Fees for On Licence, Off Licence, Club Licence and Renewals
Risk Factor Band:
Very Low
Low
Medium
High
Very High

2. Application for Special Licences
Risk Factor Band:
Class 3
Class 2
Class 1

3. Application Fee for Manager's Certificate and Renewal

4. Application for Temporary Authority

5. Annual Fee (for licensed premises)
Risk Factor Band:
Very Low
Low
Medium
High
Very High

6. Admin Fee - Publish Public Notices On Line

COMMUNITY FACILITIES

CELEBRATING AGE CENTRE
Bond - Community & Commercial Use
Bond - Private Functions

All private functions and one-off bookings must be paid in advance.

Private functions (evenings and weekends only)
5 hour minimum charge for private functions - costs as per commercial rate.

Lounge, River Lounge, Dining-Room, Board Room (per each room)

Community rate per hour (or part thereof) \$10.00 \$10.00
Commercial rate per hour (or part thereof) \$21.00 \$21.00

Main Hall
Community rate per hour (or part thereof) \$15.00 \$15.00
Commercial rate per hour (or part thereof) \$39.00 \$39.00

Main Hall, Dining-Room, & Kitchen hired as one venue
Community rate per hour (or part thereof) \$28.50 \$28.50
Commercial rate per hour (or part thereof) \$62.00 \$62.00

ENDERLEY PARK Conference Room
Community rate per hour (or part thereof) \$6.60 \$6.60
Commercial rate per hour (or part thereof) \$13.50 \$13.50

Dining Room
Community rate per hour (or part thereof) \$6.50 \$6.50
Commercial rate per hour (or part thereof) \$13.50 \$13.50

Main Hall
Community rate per hour (or part thereof) \$7.40 \$7.40
Commercial rate per hour (or part thereof) \$21.00 \$21.00

Hall, Dining Room & Kitchen, hired as one venue
Community rate per hour (or part thereof) \$20.50 \$20.50
Commercial rate per hour (or part thereof) \$51.00 \$51.00

Main Kitchen
Community rate per hour (or part thereof) \$7.40 \$7.40
Commercial rate per hour (or part thereof) \$20.00 \$20.00

Private Functions main lounge & kitchen
(per 4 hours or part thereof plus bond) \$260.00 \$260.00
\$305.00 \$305.00

Fairfield Hall
Community per hour (or part thereof) \$7.40 \$7.40
Commercial per hour (or part thereof) \$21.00 \$21.00

Bond \$150.00 \$150.00

Te Rapa Sportsdrome
Lounge/Club House per hour (evening only) per hour (or part thereof) \$15.00 \$15.00
Sports Hall - Full per hour (or part thereof) \$51.00 \$51.00
Sports Hall - Half per hour (or part thereof) \$25.50 \$25.50

10% discount for customers who have weekly block bookings (minimum 30 weeks per year)

GOVERNANCE

Reception Lounge Hire - Maximum 180 people
There is no charge to use the venue for Hamilton City Council or other local government organisations. There is also no charge for Registered Community Groups.

For bookings that fall outside of these groups, venue costs are:

Per hour \$66.50 \$66.50
Max per day \$380.00 \$380.00

Use of the foyer is charged separately as follows:
Per hour \$25.00 \$25.00
Max per day \$150.00 \$150.00

Council Chambers hire
Per-hour \$45.50
Max-per-day \$280.00

Committee Room No 1 hire
Per-hour \$22.50
Max-per-day \$143.00

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
LIQUOR LICENSING				
(Set by Statute)				
1. Application Fees for On Licence, Off Licence, Club Licence and Renewals				
Risk Factor Band:				
Very Low	\$368.00	\$368.00		
Low	\$609.50	\$609.50		
Medium	\$816.50	\$816.50		
High	\$1,023.50	\$1,023.50		
Very High	\$1,207.50	\$1,207.50		
2. Application for Special Licences				
Risk Factor Band:				
Class 3	\$63.25	\$63.25		
Class 2	\$207.00	\$207.00		
Class 1	\$575.00	\$575.00		
3. Application Fee for Manager's Certificate and Renewal	\$316.25	\$316.25		
4. Application for Temporary Authority	\$296.70	\$296.70		
5. Annual Fee (for licensed premises)				
Risk Factor Band:				
Very Low	\$161.00	\$161.00		
Low	\$391.00	\$391.00		
Medium	\$632.50	\$632.50		
High	\$1,035.00	\$1,035.00		
Very High	\$1,437.50	\$1,437.50		
6. Admin Fee - Publish Public Notices On Line	\$85.00	\$85.00		
COMMUNITY FACILITIES				
CELEBRATING AGE CENTRE				
Bond - Community & Commercial Use	\$150.00	\$150.00		
Bond - Private Functions	\$305.00	\$305.00		
All private functions and one-off bookings must be paid in advance.				
Private functions (evenings and weekends only)				
5 hour minimum charge for private functions - costs as per commercial rate.				
Lounge, River Lounge, Dining-Room, Board Room (per each room)				
Community rate per hour (or part thereof)	\$10.00	\$10.00		
Commercial rate per hour (or part thereof)	\$21.00	\$21.00		
Main Hall				
Community rate per hour (or part thereof)	\$15.00	\$15.00		
Commercial rate per hour (or part thereof)	\$39.00	\$39.00		
Main Hall, Dining-Room, & Kitchen hired as one venue				
Community rate per hour (or part thereof)	\$28.50	\$28.50		
Commercial rate per hour (or part thereof)	\$62.00	\$62.00		
ENDERLEY PARK Conference Room				
Community rate per hour (or part thereof)	\$6.60	\$6.60		
Commercial rate per hour (or part thereof)	\$13.50	\$13.50		
Dining Room				
Community rate per hour (or part thereof)	\$6.50	\$6.50		
Commercial rate per hour (or part thereof)	\$13.50	\$13.50		
Main Hall				
Community rate per hour (or part thereof)	\$7.40	\$7.40		
Commercial rate per hour (or part thereof)	\$21.00	\$21.00		
Hall, Dining Room & Kitchen, hired as one venue				
Community rate per hour (or part thereof)	\$20.50	\$20.50		
Commercial rate per hour (or part thereof)	\$51.00	\$51.00		
Main Kitchen				
Community rate per hour (or part thereof)	\$7.40	\$7.40		
Commercial rate per hour (or part thereof)	\$20.00	\$20.00		
Private Functions main lounge & kitchen				
(per 4 hours or part thereof plus bond)	\$260.00	\$260.00		
	\$305.00	\$305.00		
Fairfield Hall				
Community per hour (or part thereof)	\$7.40	\$7.40		
Commercial per hour (or part thereof)	\$21.00	\$21.00		
Bond	\$150.00	\$150.00		
Te Rapa Sportsdrome				
Lounge/Club House per hour (evening only)	per hour (or part thereof)	\$15.00	\$15.00	
Sports Hall - Full	per hour (or part thereof)	\$51.00	\$51.00	
Sports Hall - Half	per hour (or part thereof)	\$25.50	\$25.50	
10% discount for customers who have weekly block bookings (minimum 30 weeks per year)				
GOVERNANCE				
Reception Lounge Hire - Maximum 180 people				
There is no charge to use the venue for Hamilton City Council or other local government organisations. There is also no charge for Registered Community Groups.				
For bookings that fall outside of these groups, venue costs are:				
Per hour	\$66.50	\$66.50		
Max per day	\$380.00	\$380.00		
Use of the foyer is charged separately as follows:				
Per hour	\$25.00	\$25.00		
Max per day	\$150.00	\$150.00		
Council Chambers hire				
Per-hour	\$45.50			
Max-per-day	\$280.00			
Committee Room No 1 hire				
Per-hour	\$22.50			
Max-per-day	\$143.00			

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

ENVIRONMENTAL HEALTH

		2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Registration of a Food Control Plan [under Section 56 of the Food Act 2014]					
1. Processing an application for registration in relation to a new food business.	<i>Includes assessing the food business, workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$545.00	\$560.00	\$560.00	Approved at Council meeting on 7 March 2017.
2. Processing an application for a new registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.	<i>Includes workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$450.00	\$460.00	\$460.00	Approved at Council meeting on 7 March 2017.
3. Processing an application for a new registration in relation to an existing food business with a pre-March 2016 food control plan.	<i>Includes processing the application and issuing registration.</i>	\$180.00	\$185.00	\$185.00	Approved at Council meeting on 7 March 2017.
4. Processing an application for a new registration in relation to a change in the operator.	<i>Includes mentoring (2hrs), processing the application, and issuing registration.</i>	\$360.00	\$370.00	\$370.00	Approved at Council meeting on 7 March 2017.
5. Processing an application of an amended food control plan due to a significant amendment.	<i>As defined in Section 45(3) of the Act</i>	\$180.00	\$185.00	\$185.00	Approved at Council meeting on 7 March 2017.
6. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$360.00	\$370.00	\$370.00	Approved at Council meeting on 7 March 2017.
7. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.		\$85.00	\$87.00	\$87.00	Approved at Council meeting on 7 March 2017.
8. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 after the expiry of the current registration.		\$180.00	\$185.00	\$185.00	Approved at Council meeting on 7 March 2017.
Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]					
<i>These fees apply to all levels of national programmes.</i>					
1. Processing an application, assessment of, and registration in relation to a new food business.		\$135.00	\$138.00	\$138.00	Approved at Council meeting on 7 March 2017.
2. Processing an application, assessment of, and registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.		\$135.00	\$138.00	\$138.00	Approved at Council meeting on 7 March 2017.
3. Processing an application for a new registration in relation to a change in the operator.		\$135.00	\$138.00	\$138.00	Approved at Council meeting on 7 March 2017.
4. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$270.00	\$275.00	\$275.00	Approved at Council meeting on 7 March 2017.
5. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.		\$85.00	\$87.00	\$87.00	Approved at Council meeting on 7 March 2017.
6. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 after the expiry of the current registration.		\$135.00	\$138.00	\$138.00	Approved at Council meeting on 7 March 2017.
Other Registration Fees [these apply to both food control plans and national programmes]					
1. Adding additional food businesses to a current registration.	per business	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
2. Providing mentoring services in relation to preparing and implementing a food control plan.	per hour (15-min units)	\$150.00	\$153.00	\$153.00	Approved at Council meeting on 7 March 2017.
Auditing (including site visit, reporting and general administration)					
1. Scheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
2. Follow-up visits (including reporting)	per hour (15-min units)	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
3. Unscheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
4. Termination due to failure of the operator to facilitate the audit		\$100.00	\$102.00	\$102.00	Approved at Council meeting on 7 March 2017.
Compliance Monitoring by Food Safety Officers					
1. Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), where a sanction(s) has been imposed by the Food Safety Officer and/or where some form of corrective action is required by the operator.	per hour (15-min units)	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.	per notice plus per hour spent developing and issuing the notice after the first hour	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
3. Application for review of issue of improvement notice under Section 303 of the Act.	per application plus per hour spent processing the application after the first hour	\$180.00	\$184.00	\$184.00	Approved at Council meeting on 7 March 2017.
4. Compliance monitoring activity associated with a market.	per hour (15-min units)	\$150.00	\$153.00	\$153.00	Approved at Council meeting on 7 March 2017.
Other Fees					
1. Providing mentoring services in relation to preparing and implementing a food control plan.	per hour (15-min units)	\$150.00	\$153.00	\$153.00	Approved at Council meeting on 7 March 2017.
Premises Registration Fees (Food Hygiene Regulations 1974)					
Upon renewal of registration or approval					
If paid by 30 June:-					
Risk Factor Band					
1.0 - 3.9		\$305.00	\$310.00	\$310.00	Approved at Council meeting on 7 March 2017.
4.0 - 5.3		\$610.00	\$625.00	\$625.00	Approved at Council meeting on 7 March 2017.
5.4 - 10.0		\$915.00	\$935.00	\$935.00	Approved at Council meeting on 7 March 2017.
10.1 - 15.0		\$1,225.00	\$1,255.00	\$1,255.00	Approved at Council meeting on 7 March 2017.
15.1 - 20.0		\$1,835.00	\$1,880.00	\$1,880.00	Approved at Council meeting on 7 March 2017.
20.1 - 25.0		\$3,670.00	\$3,760.00	\$3,760.00	Approved at Council meeting on 7 March 2017.
Late payment penalty (for applications made after 30 June):-	add 20%			add 20%	Approved at Council meeting on 7 March 2017.

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

The renewal registration fees are to be modified in accordance with the following factors:-
(i) Where the sale of food is ancillary to the main line of business; or where the business is a bottle store; or where the business operates on a part time or seasonal basis; or is a vending machine:-
(ii) Standard (one food processing/ handling operation) -
(iii) Multiple and separate food processing / handling area/s/ units -

Upon noting of certificate after any change in occupation of the premises

Other Food Related Fees
Occasional food premises

Re-inspection of food premises following a primary inspection.

Re-issue of registration and approval certificates on request of holder.

REGULATED BUSINESSES
[hairdressers, offensive trades, camping-grounds, mortuaries]

These fees apply to all regulated businesses under the Health Act 1956.

Premises Registration Fees

(a) July to December
January to June

(b) Upon renewal of registration-

Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-

(c) Upon noting of certificate after any change in occupation of the premises

FUNERAL DIRECTORS (with no mortuary)

Registration Fees

a) Upon application for initial registration
b) Upon renewal of registration

RESOURCE MANAGEMENT ACT

Actual and reasonable costs associated with processing and the monitoring conditions of an application for resource consent which may include but not limited to;
- Noise emissions
- Hazardous contaminants in soil
- Hazardous facility screening procedure
- Radio frequency radiation

BUILDING ACT

Actual and reasonable costs associated with processing consents, which may include but not be limited to:-
-noise emission
-hazardous contaminants in soil;
-hazardous substances.

INFORMATION REQUESTS

On application for an extract from any record or register (per application)

Photocopying and printing
A4
A3

Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.

NOISE CONTROL

a) Recovery of seized property
b) Recovery of costs for disabling building and car alarms:-

FINANCE

Rating & Rating information

Cost per property where:

Staff assistance is required

Formal record of information produced per property

HAMILTON GARDENS

Rotary Lounge

Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)

7:30 am -noon

noon-5:30 pm

5:30 pm-midnight

7:30 am -midnight

Community Use (66% of commercial charges)

Refundable bond

Cleaning charge

Plus Kitchen (see below)

Chart well Square Room

Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)

7:30 am -noon

noon-5:30 pm

5:30 pm-midnight

7:30 am -midnight

Community Use (66% of commercial charges)

Refundable bond

Cleaning charge

Plus Kitchen (see below)

Kitchen (Sole Use)

7:30 am -noon

noon-5:30 pm

5:30 pm-midnight

7:30 am -midnight

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
			0.5 factor	Approved at Council meeting on 7 March 2017.
			1.0 factor	Approved at Council meeting on 7 March 2017.
			1.5 factor	Approved at Council meeting on 7 March 2017.
Upon noting of certificate after any change in occupation of the premises	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
Other Food Related Fees Occasional food premises		per stall holder	\$98.00	Approved at Council meeting on 7 March 2017.
Re-inspection of food premises following a primary inspection.	\$150.00	\$154.00	\$154.00	Approved at Council meeting on 7 March 2017.
Re-issue of registration and approval certificates on request of holder.	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
REGULATED BUSINESSES [hairdressers, offensive trades, camping-grounds, mortuaries]				
Premises Registration Fees				
(a) July to December	\$150.00	\$154.00	\$154.00	Approved at Council meeting on 7 March 2017.
January to June	\$73.00	\$75.00	\$75.00	Approved at Council meeting on 7 March 2017.
(b) Upon renewal of registration-	\$150.00	\$154.00	\$154.00	Approved at Council meeting on 7 March 2017.
Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-		add 20%	add 20%	Approved at Council meeting on 7 March 2017.
(c) Upon noting of certificate after any change in occupation of the premises	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
FUNERAL DIRECTORS (with no mortuary)				
Registration Fees				
a) Upon application for initial registration	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
b) Upon renewal of registration	\$34.00	\$35.00	\$35.00	Approved at Council meeting on 7 March 2017.
RESOURCE MANAGEMENT ACT				
Actual and reasonable costs associated with processing and the monitoring conditions of an application for resource consent which may include but not limited to; - Noise emissions - Hazardous contaminants in soil - Hazardous facility screening procedure - Radio frequency radiation		per hour	\$169.00	Approved at Council meeting on 7 March 2017.
BUILDING ACT				
Actual and reasonable costs associated with processing consents, which may include but not be limited to:- -noise emission -hazardous contaminants in soil; -hazardous substances.		per hour	\$165.00	Approved at Council meeting on 7 March 2017.
INFORMATION REQUESTS				
On application for an extract from any record or register (per application)	\$62.00	\$62.00	\$62.00	Approved at Council meeting on 7 March 2017.
Photocopying and printing A4		per page	\$1.10	Approved at Council meeting on 7 March 2017.
A3		per page	\$2.20	Approved at Council meeting on 7 March 2017.
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.	\$100.00	\$100.00	\$100.00	Approved at Council meeting on 7 March 2017.
NOISE CONTROL				
a) Recovery of seized property	\$245.00	\$245.00	\$245.00	Approved at Council meeting on 7 March 2017.
b) Recovery of costs for disabling building and car alarms:-	as invoiced	as invoiced	as invoiced	Approved at Council meeting on 7 March 2017.
FINANCE				
Rating & Rating information				
Cost per property where:				
Staff assistance is required	\$11.00			
Formal record of information produced per property	\$11.00			
HAMILTON GARDENS				
Rotary Lounge				
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)				
7:30 am -noon	\$140.00	\$145.00		
noon-5:30 pm	\$155.00	\$160.00		
5:30 pm-midnight	\$180.00	\$185.00		
7:30 am -midnight	\$405.00	\$410.00		
Community Use (66% of commercial charges)				
Refundable bond	\$100.00	\$100.00		
Cleaning charge	\$32.00	\$33.00		
Plus Kitchen (see below)				
Chart well Square Room				
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)				
7:30 am -noon	\$155.00	\$160.00		
noon-5:30 pm	\$195.00	\$200.00		
5:30 pm-midnight	\$220.00	\$225.00		
7:30 am -midnight	\$510.00	\$515.00		
Community Use (66% of commercial charges)				
Refundable bond	\$210.00	\$215.00		
Cleaning charge	\$48.50	\$49.00		
Plus Kitchen (see below)				
Kitchen (Sole Use)				
7:30 am -noon	\$64.50	\$66.00		
noon-5:30 pm	\$64.50	\$66.00		
5:30 pm-midnight	\$64.50	\$66.00		
7:30 am -midnight	\$190.00	\$195.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Kitchen (66% discount if shared for community groups)					
7:30 am-noon		\$32.00	\$33.00		
noon-5:30 pm		\$32.00	\$33.00		
5:30 pm-midnight		\$32.00	\$33.00		
7:30 am-midnight		\$97.00	\$99.00		
Exhibition Hall					
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)					
7:30 am-noon		\$155.00	\$160.00		
noon-5:30 pm		\$180.00	\$185.00		
5:30 pm-midnight		\$215.00	\$220.00		
7:30 am-midnight		\$485.00	\$490.00		
Community Use (66% of commercial charges)					
Refundable bond		\$260.00	\$265.00		
Cleaning charge		\$70.00	\$72.00		
Central Court					
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)					
7:30 am-noon		\$215.00	\$220.00		
noon-5:30 pm		\$245.00	\$250.00		
5:30 pm-midnight		\$290.00	\$295.00		
7:30 am-midnight		\$680.00	\$685.00		
Community Use (66% of commercial charges)					
Refundable bond		\$310.00	\$315.00		
Cleaning charge		\$115.00	\$120.00		
Victorian Flower Garden Greenhouse					
Hireage (maximum 1 1/4hrs)		\$115.00	\$120.00		
Refundable bond		\$210.00	\$215.00		
Miscellaneous Fees/Conditions					
Schedule of equipment rates is available on request.					
Set up and Pack down rates (per 1/2 hour)					
Additional Cleaning (carpet clean) per hour		\$21.50	\$22.50		
Additional Cleaning (carpet clean including carpet shampoo) per hour		\$34.00	\$34.50		
Additional Cleaning (carpet clean including carpet shampoo) per hour		\$87.00	\$89.00		
Wedding in Gardens					
		\$210.00	\$215.00		
HAMILTON CITY LIBRARIES					
Rental Collection					
Best sellers	first week	\$5.00	\$5.00		
Pay magazines	first week	\$2.00	\$2.10		
CDs	first week	\$2.50	\$2.50		
DVDs	first week	\$2.60	\$2.70		
Kitset collections	14 days	\$1.00	\$1.00		
Daily Overdue Charges					
Adult Collections:					
Books	per day	\$0.50	\$0.50		
Talking Books	per day	\$0.50	\$0.50		
Pay Magazines	per day	\$0.50	\$0.50		
Free Magazines	per day	\$0.50	\$0.50		
Pay CDs	per day	\$0.50	\$0.50		
Free CDs	per day	\$0.50	\$0.50		
DVDs	per day	\$0.50	\$0.50		
Best sellers	per day	\$1.00	\$1.00		
Children and Young Adult Collections:					
Books	per day	\$0.10	\$0.10		
Talking Books	per day	\$0.10	\$0.10		
Magazines	per day	\$0.10	\$0.10		
CDs	per day	\$0.10	\$0.10		
DVDs	per day	\$0.10	\$0.10		
Kitset collections	per day	\$0.50	\$0.50		
Subscriptions (non-residents only)					
Group Subscription	per annum	\$170.00	\$175.00		
Individual Subscription (4 item loan limit)	per annum	\$78.00	\$80.00		
Replacement Card					
		\$3.50	\$3.70		
Photocopying & Printing					
A4 (b&w)	per side	\$0.20	\$0.20		
A4 (colour)	per side	\$1.00	\$1.00		
A3 (b&w)	per side	\$0.40	\$0.40		
A3 (colour)	per side	\$2.10	\$2.10		
Photocopying card		\$2.50	\$2.50		
Heritage Collection Reproduction and use fees (supply within 10 working days)					
Corporate - High resolution	Per image	\$90.00	\$90.00		
Corporate - Low resolution	Per image	\$40.00	\$40.00		
Local Business / Not for profit organisation - High resolution	Per image	\$45.00	\$45.00		
Local Business / Not for profit organisation - low resolution	Per image	\$25.00	\$25.00		
Personal Use - High resolution	Per image	\$25.00	\$25.00		
Personal Use - low use resolution	Per image	\$10.00	\$10.00		
Promotional use					
	per image	\$100.00	\$100.00		
Image print- standard paper					
	per image, reproduction up to A4	\$2.00	\$2.00		
	per image, reproduction A3	\$4.00	\$4.00		
Image print - photo quality paper					
	per image, reproduction up to A4	\$5.00	\$5.00		
Fee for urgent delivery (3-5 day delivery)					
	per order	\$40.00	\$40.00		
Reservations / Same Day Holds					
e-resources reservations		\$1.50	\$1.50		
		\$1.00	\$1.00		
Contract Research					
	per half hour	\$35.00	\$35.00		
Interloans					
Standard interloan fee		\$10.00	\$10.00		
Urgent NZ interloan		\$40.00	\$40.00		
Standard international interloan		\$35.00	\$35.00		
Urgent standard international interloan		\$55.00	\$55.00		
Library Facility Hire					
Branch Community Rooms (not-for-profit organisation)	flat fee	\$17.00	\$17.00		
Branch Community Rooms (for profit organisation)	flat fee	\$55.00	\$55.00		
Cleaning	per hour	\$57.00	\$57.00		
Security		\$52.00	\$52.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

LAND USE

Land use resource consent applications, land use certificates and other land use-related applications are subject to minimum non-refundable deposits unless stated otherwise. Land use resource consent application deposits include a fixed monitoring fee of \$310.00 and a fixed scanning fee of \$15.00. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates. In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.

These deposits do not include engineering assessment and processing fees. Land use resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$780.00 for up to 4hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Land use certificate applications and other land-use related applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.

Other additional fees may also apply. See Additional Planning Related Charges below.

Notified and Limited Notified Land Use Consent Applications

Non-Notified Land Use Consent Applications

Controlled Activity
Restricted Discretionary
Discretionary Activity
Non-Complying Activity

Fast Tracked Consents and Minor Non-notified Land Use Consent Applications

Refer Additional Planning Related Charge Section.

Land Use Certificates

Certificate of Compliance
Existing Use Right
Planning Verification (fixed fee)
Outline Plan

Other Land-Use Related Applications

Extension of Time Limit
Change or Cancellation of Consent Condition
Surrender of Consent (whole or part)

SUBDIVISION

Subdivision resource consent applications, subdivision related applications, and subdivision certificate applications are subject to minimum non-refundable deposits unless stated otherwise. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates. In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.

These deposits do not include engineering assessment and processing fees. Subdivision resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$780.00 for up to 4 hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Subdivision-related approval applications, other subdivision-related applications, and subdivision certificate applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.

Other additional fees may also apply. See Additional Planning Related Charges below.

Notified and Limited Notified Subdivision Consent Applications

Non-Notified Subdivision Consent Applications

Includes subdivision related works requiring Land Use Consent for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations, Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity

Restricted Discretionary subdivision application in the Residential Zone for < 4 lots/ units where no roads/reserves are proposed

plus per lot/unit/flat charge

3-50 lots

51-100 lots

101 lots and greater

Joint subdivision consent application (i.e. where a land use and subdivision on the same site are lodged concurrently). Note land use application is charged as per land use fees.

plus per lot/unit/flat charge

3-50 lots

51-100 lots

101 lots and greater

Permitted Activity - Certificate of Compliance, Amendment to Plans, Boundary Adjustments

Fast Tracked Consents

Refer Additional Planning Related Charge Section.

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
		\$775.00	\$780.00	
Notified and Limited Notified Land Use Consent Applications	\$7,135.00	\$7,300.00		
Non-Notified Land Use Consent Applications				
Controlled Activity	\$2,320.00	\$2,320.00		
Restricted Discretionary	\$2,320.00	\$2,320.00		
Discretionary Activity	\$3,615.00	\$3,000.00		
Non-Complying Activity	\$3,615.00	\$3,615.00		
Fast Tracked Consents and Minor Non-notified Land Use Consent Applications				
Refer Additional Planning Related Charge Section.				
Land Use Certificates				
Certificate of Compliance	\$885.00	\$885.00		
Existing Use Right	\$1,910.00	\$1,950.00		
Planning Verification (fixed fee)	\$430.00	\$330.00		
Outline Plan	\$1,275.00	\$1,275.00		
Other Land-Use Related Applications				
Extension of Time Limit	\$1,055.00	\$1,080.00		
Change or Cancellation of Consent Condition	\$1,130.00	\$1,150.00		
Surrender of Consent (whole or part)	\$885.00	\$900.00		
		\$775.00	\$780.00	
Notified and Limited Notified Subdivision Consent Applications	\$5,740.00	\$5,880.00		
Non-Notified Subdivision Consent Applications				
Includes subdivision related works requiring Land Use Consent for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations, Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity	\$3,720.00	\$3,800.00		
Restricted Discretionary subdivision application in the Residential Zone for < 4 lots/ units where no roads/reserves are proposed			\$2,000.00	New fee added post 7 March 2017 Council meeting.
plus per lot/unit/flat charge				
3-50 lots		per lot/unit/flat \$64.00	\$64.00	
51-100 lots		per lot/unit/flat \$22.00	\$22.00	
101 lots and greater		per lot/unit/flat \$11.00	\$11.00	
Joint subdivision consent application (i.e. where a land use and subdivision on the same site are lodged concurrently). Note land use application is charged as per land use fees.	\$2,000.00	\$2,000.00		
plus per lot/unit/flat charge				
3-50 lots		per lot/unit/flat \$63.00	\$64.00	
51-100 lots		per lot/unit/flat \$21.50	\$22.00	
101 lots and greater		per lot/unit/flat \$11.00	\$11.00	
Permitted Activity - Certificate of Compliance, Amendment to Plans, Boundary Adjustments	\$885.00	\$900.00		
Fast Tracked Consents				
Refer Additional Planning Related Charge Section.				

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Subdivision Related Approval Applications
 Section 75-83 - Building Act 1994
 Proposed Unit Development Plan
 Revocation of Building Line Restriction (charge include E-Dealing)

Right of Way Approval (section 348 LGA)
 Revocation of Easement (section 243 RMA)
 Road Naming
 Amend or Delete Consent Notice (section 221 RMA)

Other Subdivision Related Applications
 Extension of Time Limit
 Change or Cancellation of Consent Condition
 Surrender of Consent (whole or part)

Subdivision Certificates
 s.223 RMA
 s.224c RMA
 s.224(f) RMA (fixed fee)
 32 (2)A Unit Title Act (fixed fee)
 s.221 RMA
 s.226 RMA
 Re-issue of Certificate and Other Certificates
 Other Subdivision Certificates
 Re-issue of Subdivision Certificate

ADDITIONAL PLANNING RELATED CHARGES
Minimum Non-Refundable Engineering Deposit
 Engineer hourly charge per hour
 Engineering construction inspection as required by the HCC infrastructure technical specification and scheduled with developer. Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants
 Repeated Engineering construction inspection due to non-compliance will be charged at Engineer hourly rate for all participants

Engineering Works completion inspection/approval as scheduled with developer per site visit
 Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants
 Repeated Works completion inspection/approval due to non-compliance will be charged at Engineer hourly rate for all participants

Planner hourly charge per hour
 Principal/Senior Planner hourly charge per hour
 Planning Team Leader hourly rate per hour
 Planning Manager Hourly rate per hour
 Administration hourly charge per hour
 Subdivision Officer per hour
 Additional Monitoring per hour
 Consultant and specialist fees actual cost
 including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews

Hearing Administration Charge per hour
 Independent Hearing Commissioner actual cost (estimated \$150 - \$175 per hour)

Fast Tracked Consents
 Non-notified consents only - issued within 10 working days (conditions apply, and applications will only be accepted on a case-by-case basis at the Planning Guidance Unit Manager's discretion.)
 twice normal fee

Minor non-notified land use consent applications
 Minor non-notified land use consent applications for listed permitted activities falling no more than two standards in the Proposed District Plan (10 working day target)
 Earthworks and creation of new roads as part of a subdivision application

Minor non-notified controlled activity applications for single dwellings and/or accessory buildings under rule 4.1A.1b of the Operative District Plan (Consents issued within 10 working days)

INFORMATION REQUESTS
 Staff Search Time Cost Per half hour or part thereof
 Property Enquiry
 Plus hourly rate after 1 hour per hour
 Photocopying and printing
 A4 per page up to 20 pages
 A4 per page in excess of 20 pages
 A3 per page
 Document Management - Digitisation
 A4 per page
 A3 per page
 A2 per page
 A0 per page

SPORTS AREAS
SPORTS AREA - SUMMER
PORRITT STADIUM
Casual Use (Entire Complex)
 Half Day (up to 5 hours)
 Full Day (over 5 hours)

Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)
 3 months
 6 months

Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)
 3 months
 6 months

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Subdivision Related Approval Applications				
Section 75-83 - Building Act 1994	\$625.00	\$625.00		
Proposed Unit Development Plan	\$770.00	\$790.00		
Revocation of Building Line Restriction (charge include E-Dealing)	\$625.00	\$995.00		
Right of Way Approval (section 348 LGA)	\$770.00	\$790.00		
Revocation of Easement (section 243 RMA)	\$465.00	\$475.00		
Road Naming	\$885.00	\$885.00		
Amend or Delete Consent Notice (section 221 RMA)		\$1,130.00		
Other Subdivision Related Applications				
Extension of Time Limit	\$1,055.00	\$1,080.00		
Change or Cancellation of Consent Condition	\$1,130.00	\$1,150.00		
Surrender of Consent (whole or part)	\$885.00	\$900.00		
Subdivision Certificates				
s.223 RMA	\$465.00	\$475.00		
s.224c RMA	\$465.00	\$475.00		
s.224(f) RMA (fixed fee)	\$465.00	\$100.00		
32 (2)A Unit Title Act (fixed fee)	\$465.00	\$100.00		
s.221 RMA	\$580.00	\$595.00		
s.226 RMA	\$885.00	\$920.00		
Re-issue of Certificate and Other Certificates	\$465.00	\$475.00		
Other Subdivision Certificates	\$465.00	\$475.00		
Re-issue of Subdivision Certificate	\$465.00	\$475.00		
ADDITIONAL PLANNING RELATED CHARGES				
Minimum Non-Refundable Engineering Deposit				
Engineer hourly charge per hour	\$775.00	\$780.00		
Engineering construction inspection as required by the HCC infrastructure technical specification and scheduled with developer. Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants	\$190.00	\$195.00		
Repeated Engineering construction inspection due to non-compliance will be charged at Engineer hourly rate for all participants	\$385.00	\$390.00		
Engineering Works completion inspection/approval as scheduled with developer per site visit	\$775.00	\$795.00		
Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants				
Repeated Works completion inspection/approval due to non-compliance will be charged at Engineer hourly rate for all participants				
Planner hourly charge per hour	\$175.00	\$175.00		
Principal/Senior Planner hourly charge per hour	\$190.00	\$190.00		
Planning Team Leader hourly rate per hour	\$205.00	\$205.00		
Planning Manager Hourly rate per hour	\$220.00	\$220.00		
Administration hourly charge per hour	\$86.00	\$86.00		
Subdivision Officer per hour	\$175.00	\$175.00		
Additional Monitoring per hour	\$165.00	\$165.00		
Consultant and specialist fees actual cost				
including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews				
Hearing Administration Charge per hour	\$1,930.00	\$1,975.00		
Independent Hearing Commissioner actual cost (estimated \$150 - \$175 per hour)	\$175.00	\$200.00		
Fast Tracked Consents				
Non-notified consents only - issued within 10 working days (conditions apply, and applications will only be accepted on a case-by-case basis at the Planning Guidance Unit Manager's discretion.)				
twice normal fee				
Minor non-notified land use consent applications				
Minor non-notified land use consent applications for listed permitted activities falling no more than two standards in the Proposed District Plan (10 working day target)	\$1,200.00	\$1,200.00		
Earthworks and creation of new roads as part of a subdivision application		\$1,200.00		
Minor non-notified controlled activity applications for single dwellings and/or accessory buildings under rule 4.1A.1b of the Operative District Plan (Consents issued within 10 working days)	\$1,200.00			
INFORMATION REQUESTS				
Staff Search Time Cost Per half hour or part thereof	\$39.50	\$39.50		
Property Enquiry	\$54.00	\$54.00		
Plus hourly rate after 1 hour per hour	\$179.00	\$179.00		
Photocopying and printing				
A4 per page up to 20 pages	\$1.10	\$1.10		
A4 per page in excess of 20 pages	\$0.20	\$0.20		
A3 per page	\$2.25	\$2.20		
Document Management - Digitisation				
A4 per page	\$2.00	\$2.00		
A3 per page	\$3.00	\$3.00		
A2 per page	\$3.00	\$3.00		
A0 per page	\$3.00	\$3.00		
SPORTS AREAS				
SPORTS AREA - SUMMER				
PORRITT STADIUM				
Casual Use (Entire Complex)				
Half Day (up to 5 hours)	\$175.00	\$180.00		
Full Day (over 5 hours)	\$320.00	\$330.00		
Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)				
3 months	\$1,200.00	\$1,230.00		
6 months	\$2,385.00	\$2,445.00		
Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)				
3 months	\$2,385.00	\$2,445.00		
6 months	\$4,775.00	\$4,890.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

CRICKET

Senior Grass

Casual Use (per wicket)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months
6 months

Senior Artificial

Casual Use (per wicket)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months
6 months

Junior Grass

Casual Use (per wicket)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months
6 months

Junior Artificial

Casual Use (per wicket)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months
6 months

SOFTBALL

Senior Grass

Casual Use (per diamond)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months
6 months

Senior Skin

Casual Use (per diamond)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months
6 months

Junior Grass

Casual Use (per diamond)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months
6 months

Junior Skin

Casual Use (per diamond)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months
6 months

CYCLING

Hillcrest Velodrome

Casual Use
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use

3 months
6 months

SUMMER SPORTS

TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF WINTER

SPORTS FIELD SIZE

Casual (per equivalent field size)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per equivalent field size, per day of the week)

3 months
6 months

WINTER SPORTS

RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)

Senior Use

Casual Use (per field)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Training Use (per week, per day of the week)

3 months
6 months

Competition Use (per field, per day of the week)

3 months
6 months

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
CRICKET				
Senior Grass				
Casual Use (per wicket)				
Half Day (up to 5 hours)	\$45.00	\$46.00		
Full Day (over 5 hours)	\$83.00	\$85.00		
Seasonal Use (per wicket, per day of the week)				
3 months	\$640.00	\$655.00		
6 months	\$1,275.00	\$1,305.00		
Senior Artificial				
Casual Use (per wicket)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per wicket, per day of the week)				
3 months	\$320.00	\$330.00		
6 months	\$640.00	\$655.00		
Junior Grass				
Casual Use (per wicket)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per wicket, per day of the week)				
3 months	\$165.00	\$170.00		
6 months	\$320.00	\$330.00		
Junior Artificial				
Casual Use (per wicket)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per wicket, per day of the week)				
3 months	\$83.00	\$85.00		
6 months	\$165.00	\$170.00		
SOFTBALL				
Senior Grass				
Casual Use (per diamond)				
Half Day (up to 5 hours)	\$45.00	\$46.00		
Full Day (over 5 hours)	\$67.00	\$69.00		
Seasonal Use (per diamond, per day of the week)				
3 months	\$320.00	\$330.00		
6 months	\$640.00	\$655.00		
Senior Skin				
Casual Use (per diamond)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per diamond, per day of the week)				
3 months	\$165.00	\$170.00		
6 months	\$320.00	\$330.00		
Junior Grass				
Casual Use (per diamond)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per diamond, per day of the week)				
3 months	\$83.00	\$85.00		
6 months	\$165.00	\$170.00		
Junior Skin				
Casual Use (per diamond)				
Half Day (up to 5 hours)	\$24.00	\$25.00		
Full Day (over 5 hours)	\$35.00	\$36.00		
Seasonal Use (per diamond, per day of the week)				
3 months	\$45.00	\$46.00		
6 months	\$83.00	\$85.00		
CYCLING				
Hillcrest Velodrome				
Casual Use				
Half Day (up to 5 hours)	\$33.00	\$34.00		
Full Day (over 5 hours)	\$50.00	\$51.00		
Seasonal Use				
3 months	\$320.00	\$330.00		
6 months	\$640.00	\$655.00		
SUMMER SPORTS				
TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF WINTER				
SPORTS FIELD SIZE				
Casual (per equivalent field size)				
Half Day (up to 5 hours)	\$33.00	\$34.00		
Full Day (over 5 hours)	\$50.00	\$51.00		
Seasonal Use (per equivalent field size, per day of the week)				
3 months	\$320.00	\$330.00		
6 months	\$640.00	\$655.00		
WINTER SPORTS				
RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)				
Senior Use				
Casual Use (per field)				
Half Day (up to 5 hours)	\$77.50	\$80.00		
Full Day (over 5 hours)	\$135.00	\$140.00		
Training Use (per week, per day of the week)				
3 months	\$320.00	\$330.00		
6 months	\$640.00	\$655.00		
Competition Use (per field, per day of the week)				
3 months	\$645.00	\$660.00		
6 months	\$1,275.00	\$1,305.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Junior Use
Casual Use (per field)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Training Use (per week, per day of the week)
3 months
6 months

Competition Use (per field, per day of the week)
3 months
6 months

NETBALL
Minogue Park
Seasonal (entire netball complex)
3 months
6 months

SWIMMING FACILITIES

From the 1 July 2014 entry into the Swimming facilities for children under 5 years of age will be free

Entry Fees
Adult
Child
Spectator
Senior citizen
Disabled
Hydrotherapy
School concession
Family day concession
Super Family One Day Pass Includes Hydro slides

Swim Concession Cards
Adult
10 Swims

Child
10 Swims

Senior
10 Swims

Disabled
10 Swims
20 Swims
30 Swims

Hydrotherapy
10 Swims

Swim Memberships
Main Pools - 1 Month
Main Pools - 3 Months
Main Pools - 6 Months
Main Pools - 12 Months

Hydrotherapy Pool - 1 Month
Hydrotherapy Pool - 3 Months
Hydrotherapy Pool - 6 Months
Hydrotherapy Pool - 12 Months

Hydro slide
Single
Day Pass (Sat & Sun/School Holidays) 10 -5

BBQ (\$10.00 deposit) per 10 week term

Learn to Swim (effective from 1 January 2017 to 31 December 2017)

Babies
Pre-schoolers
School children
Adults
Private lessons
Junior-coaching

Waterworld Gym
Joining fee

Platinum Fit Membership
One Month On-going
Six Months
Twelve Months

Gym only membership

Six Month Membership Cancellation Fee
Twelve Month Membership Cancellation Fee

Off Peak Fit
One Month On-going
Six Months
Twelve Months

Community Fit
One Month on-going
Six Months
Twelve Months

Casual Gym
Per session
10 card concession

Casual Aqua Fit
Per class
10 card concession

Casual 60's Forward Fit
Per class
10 card concession

Personal Training Weekly Rental
Small Group Training session

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Junior Use				
Casual Use (per field)	\$38.50	\$40.00		
Half Day (up to 5 hours)	\$67.00	\$69.00		
Full Day (over 5 hours)				
Training Use (per week, per day of the week)				
3 months	\$83.00	\$85.00		
6 months	\$165.00	\$170.00		
Competition Use (per field, per day of the week)				
3 months	\$165.00	\$170.00		
6 months	\$320.00	\$330.00		
NETBALL				
Minogue Park				
Seasonal (entire netball complex)				
3 months	\$8,390.00	\$8,595.00		
6 months	\$16,790.00	\$17,200.00		
SWIMMING FACILITIES				
From the 1 July 2014 entry into the Swimming facilities for children under 5 years of age will be free				
Entry Fees				
Adult	\$6.00	\$6.00		
Child	\$3.00	\$3.00		
Spectator	\$2.00	\$2.00		
Senior citizen	\$3.00	\$3.00		
Disabled	\$3.00	\$3.00		
Hydrotherapy 1 hour	\$6.00	\$6.50		
School concession	\$2.50	\$2.50		
Family day concession	\$20.00	\$20.00		
Super Family One Day Pass Includes Hydro slides Per visit	\$40.00	\$40.00		
Swim Concession Cards				
Adult				
10 Swims	\$54.00	\$54.00		
Child				
10 Swims	\$28.00	\$28.00		
Senior				
10 Swims	\$28.00	\$28.00		
Disabled				
10 Swims	\$28.00	\$28.00		
20 Swims	\$49.00	\$49.00		
30 Swims	\$71.00	\$71.00		
Hydrotherapy				
10 Swims	\$58.00	\$60.00		
Swim Memberships				
Main Pools - 1 Month	\$85.00	\$85.00		
Main Pools - 3 Months	\$200.00	\$240.00		
Main Pools - 6 Months	\$440.00	\$440.00		
Main Pools - 12 Months	\$650.00	\$650.00		
Hydrotherapy Pool - 1 Month	\$85.00	\$85.00		
Hydrotherapy Pool - 3 Months	\$220.00	\$240.00		
Hydrotherapy Pool - 6 Months	\$430.00	\$440.00		
Hydrotherapy Pool - 12 Months	\$700.00	\$650.00		
Hydro slide				
Single 1 hour	\$5.00	\$5.00		
Day Pass (Sat & Sun/School Holidays) 10 -5 All Day	\$8.00	\$8.00		
BBQ (\$10.00 deposit) per 10 week term	\$13.00	\$15.00		
Learn to Swim (effective from 1 January 2017 to 31 December 2017)				
Babies	\$150.00	\$150.00		
Pre-schoolers	\$150.00	\$150.00		
School children	\$150.00	\$150.00		
Adults	\$150.00	\$150.00		
Private lessons 25 minutes	\$45.00	\$45.00		
Junior-coaching	\$135.00			
Waterworld Gym				
Joining fee	\$44.00	\$44.00		
Platinum Fit Membership				
One Month On-going weekly	\$20.00	\$20.00		
Six Months weekly	\$19.00	\$19.00		
Twelve Months weekly	\$18.00	\$18.00		
Gym only membership weekly	\$13.50	\$13.50		
Six Month Membership Cancellation Fee	\$150.00	\$150.00		
Twelve Month Membership Cancellation Fee	\$150.00	\$150.00		
Off Peak Fit				
One Month On-going weekly	\$18.00	\$18.00		
Six Months weekly	\$17.00	\$17.00		
Twelve Months weekly	\$13.50	\$13.50		
Community Fit				
One Month on-going weekly	\$19.00	\$19.00		
Six Months weekly	\$18.00	\$18.00		
Twelve Months weekly	\$15.50	\$15.50		
Casual Gym				
Per session	\$17.50	\$17.50		
10 card concession	\$165.00	\$165.00		
Casual Aqua Fit				
Per class	\$9.50	\$9.50		
10 card concession	\$85.00	\$85.00		
Casual 60's Forward Fit				
Per class	\$7.50	\$7.50		
10 card concession	\$46.00	\$67.50		
Personal Training Weekly Rental				
Small Group Training session per week	\$150.00	\$150.00		
per session	\$12.00	\$12.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Sauna and Steam Room					
Single		\$6.50	\$7.50		
Concession (10 sessions)		\$57.00	\$67.50		
Water world Educare					
Joining fee		\$11.50	\$12.00		
Hourly Fee (on and off site)	per hour	\$5.00	\$5.00		
Drop in Fee (no booking)	Per hour	\$7.00	\$7.00		
Holding Fee	Per hour	\$2.50	\$2.50		
Clubs Lane Hire Charge					
25m Off Peak	per hour	\$10.00	\$10.00		
25m Peak	per hour	\$12.00	\$12.00		
50m Off Peak	per hour	\$19.00	\$19.00		
50m Peak	per hour	\$23.00	\$23.00		
Hireage of 6 lanes at Gallagher Pools					
Full Facility Hire	per hour (Min 2 hrs)	\$71.00	\$80.00		
		\$145.00	\$145.00		
Dive Pool Charges					
Clubs Diving Boards (Spring boards 5m and 7m) - Off peak	per hour	\$14.00	\$14.00		
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$23.50	\$23.50		
Clubs Diving Boards (10m tower or Whole Pool) - Off peak	per hour	\$34.00	\$34.00		
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$45.50	\$45.50		
Dive Pool Meets (swim, water polo, diving)	per hour (half)	\$60.00	\$60.00		
Dive Pool Meets (swim, water polo, diving)	per hour (whole)	\$100.00	\$100.00		
Facility Hire					
Bulkhead shift (one off payment when hiring 50m pool)	per hour	\$215.00	\$215.00		
25m pool hire (includes grandstand and control room)	per hour	\$110.00	\$110.00		
50m pool hire (includes grandstand and control room)	per hour	\$220.00	\$220.00		
Dive pool hire (includes grandstand and control rooms)	per hour	\$95.00	\$95.00		
Refundable bond		\$220.00	\$220.00		
Kitchen and Studio 2 Hire					
	per hour	\$55.00	\$30.00		
TRANSPORTATION					
Corridor Access Requests (CAR)					
Access to carry out any work within road corridor - Refer to Utility					
Code of Practice for definitions					
Application fee - Project	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$940.00	\$940.00		
Application fee - Major	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$600.00	\$600.00		
Application fee - Minor	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$300.00	\$300.00		
Non Notification Penalty Fee (in addition to application fee)	per hour	\$120.00	\$120.00		
Site Inspections (for inspections in addition to the minimum set with the application)	per hour	\$120.00	\$120.00		
Traffic Management Plan only (not with CAR)		nil	nil		
WASTEWATER, STORMWATER AND WATER					
WASTEWATER, STORMWATER AND WATER CONNECTIONS					
Wastewater, Stormwater and Water Connection application fee					
		\$220.00	\$225.00		
Please note, connections that require access to the Transport Corridor will require a Corridor Access Request (CAR) and applicable fee to be completed - detailed under Transportation					
Reinstatement Fees					
Reinstatement of sealed roadways, footways and light vehicle entrances:					
a) less than 2 Sq.m		\$153.00	\$156.00		
b) over 2 Sq.m	per Sq/m	\$50.50	\$51.50		
Reinstatement of concrete footways and light vehicle entrances	per Sq/m	\$148.00	\$151.00		
Removal and reinstatement of cobbles	per Sq/m	\$56.50	\$57.50		
Reinstatement of kerb and channel	per Lin/m	\$132.50	\$135.00		
Damage to services. All internal and external costs associated with locating, repairing and reinstatement of water, wastewater and stormwater assets will be recovered from the parties responsible for the damage.	Actual costs recovered including but not limited to plumber's consultant or legal fees				
100mm Diameter Connections					
Stormwater and Wastewater on Private Property					
a) Main already exposed		\$1,015.00	\$1,035.00		
b) 0-2m deep					
Establishment fee (lump sum)		\$1,150.00	\$1,172.00		
plus cost per metre length of connection		\$168.00	\$171.00		
c) 2-3.5m deep	updated to 3.5 not 4m				
Establishment fee (lump sum)		\$1,150.00	\$1,170.00		
plus cost per metre length of connection		\$183.00	\$187.00		
100mm Diameter Connections					
Stormwater and Wastewater in the Transport Corridor					
a) 0-2m deep					
Establishment fee (lump sum)		\$2,805.00	\$2,858.00		
plus cost per metre length of connection		\$245.00	\$250.00		
b) 2-3.5m deep	updated to 3.5 not 4m				
Establishment fee (lump sum)		\$2,805.00	\$2,858.00		
plus cost per metre length of connection		\$295.00	\$300.00		
150mm Diameter Connections					
Stormwater and Wastewater on Private Property					
a) Main already exposed		\$1,120.00	\$1,140.00		
b) 0-2m deep					
Establishment fee (lump sum)		\$1,150.00	\$1,170.00		
plus cost per metre length of connection		\$265.00	\$270.00		
c) 2-3.5m deep	updated to 3.5 not 4m				
Establishment fee (lump sum)		\$1,175.00	\$1,197.00		
plus cost per metre length of connection		\$320.00	\$326.00		
150mm Diameter Connections					
Stormwater and Wastewater in the Transport Corridor					
a) 0-2m deep					
Establishment fee (lump sum)		\$2,870.00	\$2,925.00		
plus cost per metre length of connection		\$325.00	\$331.00		
b) 2-3.5m deep	updated to 3.5 not 4m				
Establishment fee (lump sum)		\$2,870.00	\$2,925.00		
plus cost per metre length of connection		\$454.00	\$463.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Water connections
 Single service connection, 20 mm (not installed in vehicle access way)
 Single service connection, 20 mm (installed in vehicle access way)
 Single service connection, 25 mm (not installed in vehicle access way)
 Single service connection, 25 mm (installed in vehicle access way)
 Service connection, 50mm (multi unit residential only)
 Single metered, 20 mm
 Single metered, 25 mm
 Single metered, 50 mm
 Multi, 2*20 mm
 Multi, 2*20 mm - Installed in vehicle access way
 Multi, 3*20 mm
 Multi, 3*20 mm - Installed in vehicle access way
 Multi, 4*20 mm
 Multi, 4*20 mm - Installed in vehicle access way

Water connections 50mm or greater - additional charges
 Bacteria testing
 Pressure testing

Stormwater Bubble Up Connections

Catch pit connections
 a) 300 diameter
 b) full size catch pit for 2 or more properties

Larger Diameter Connections (>150mm)

Manhole Installation Required

Closed Circuit TV Inspection fixed fee

On site pipe location

Stormwater Pipes to Kerb and Channel (domestic only)
 1 pipe in trench \$/m

Consent to Enter
 Basic processing of consent to enter

Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis per hour

Wastewater and Water

WASTEWATER, STORMWATER AND WATER DISCONNECTIONS

Wastewater Disconnection
 Disconnection

Water service Disconnection
 20 - 50 mm diameter
 Above 50 mm diameter
 Fire mains

TRADE WASTE

Trade waste Application Fees
 Permitted/Controlled Discharge (including final inspection)
 Conditional Consent (covering 5 hours work including final inspection, including tanker disposal)
 Hourly rate for applications
 Temporary Discharge (including final inspection)
 Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)
 Variation / Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)

Special tradewaste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees

Site Inspection Fees
 Permitted/Controlled Discharge - Final Inspection (Approval to Discharge) - additional inspection
 Conditional Consent - Final Inspection (Approval to Discharge) - additional inspection
 Temporary Discharge - Final Inspection (Approval to Discharge) - additional inspection
 Site Inspection - Non Compliance

Quantity charge rates for Conditional Consent Holders

a) Flow Volume \$/m³
 b) Suspended solids \$/kg
 c) cBOD⁵ (Organic loading) \$/kg
 d) Total Kjeldahl Nitrogen \$/kg
 e) Total Phosphorous \$/kg
 f) Arsenic \$/kg

Annual Charge
 Permitted/Controlled/Special/Tanker Discharge annual fee
 Conditional/Special/Tanker Discharge - Risk Class 3 annual fee
 Conditional/Special/Tanker Discharge - Risk Class 2
 Any temporary Discharge

	2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Single service connection, 20 mm (not installed in vehicle access way)	\$575.00	\$586.00		
Single service connection, 20 mm (installed in vehicle access way)		\$788.00		
Single service connection, 25 mm (not installed in vehicle access way)	\$595.00	\$606.00		
Single service connection, 25 mm (installed in vehicle access way)		\$977.00		
Service connection, 50mm (multi unit residential only)	\$1,170.00	\$1,192.00		
Single metered, 20 mm	\$945.00	\$963.00		
Single metered, 25 mm	\$1,080.00	\$1,100.00		
Single metered, 50 mm	\$2,515.00	\$2,563.00		
Multi, 2*20 mm	\$915.00	\$933.00		
Multi, 2*20 mm - Installed in vehicle access way		\$1,257.00		"Installed in vehicle access way" added to the fee description post 7 March 2017 Council meeting.
Multi, 3*20 mm	\$1,580.00	\$1,610.00		
Multi, 3*20 mm - Installed in vehicle access way		\$2,468.00		"Installed in vehicle access way" added to the fee description post 7 March 2017 Council meeting.
Multi, 4*20 mm	\$1,640.00	\$1,672.00		
Multi, 4*20 mm - Installed in vehicle access way		\$2,554.00		"Installed in vehicle access way" added to the fee description post 7 March 2017 Council meeting.
Bacteria testing	\$355.00	\$362.00		
Pressure testing	\$290.00	\$295.00		
Stormwater Bubble Up Connections	Quote	Quote		
Catch pit connections				
a) 300 diameter	Quote	Quote		
b) full size catch pit for 2 or more properties	Quote	Quote		
Larger Diameter Connections (>150mm)	Quote	Quote		
Manhole Installation Required	Quote	Quote		
Closed Circuit TV Inspection	\$428.00	Quote		
On site pipe location	\$387.00	\$394.00		
Stormwater Pipes to Kerb and Channel (domestic only)				
1 pipe in trench \$/m	\$260.00	\$265.00		
Consent to Enter	\$290.00	\$290.00		
Basic processing of consent to enter				
Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis	\$92.00	\$92.00		
Wastewater Disconnection	\$890.00	\$907.00		
Disconnection				
Water service Disconnection	\$204.00	\$208.00		
20 - 50 mm diameter	Quote	Quote		
Above 50 mm diameter	Quote	Quote		
Fire mains	Quote	Quote		
Permitted/Controlled Discharge (including final inspection)	\$165.00	\$170.00		
Conditional Consent (covering 5 hours work including final inspection, including tanker disposal)	\$310.00	\$315.00		
Hourly rate for applications	\$88.00	\$89.50		
Temporary Discharge (including final inspection)	\$165.00	\$170.00		
Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)	\$81.50	\$83.50		
Variation / Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)	\$44.00	\$45.00		
Permitted/Controlled/Special/Tanker Discharge - Final Inspection (Approval to Discharge) - additional inspection	\$115.00	\$120.00		
Conditional Consent - Final Inspection (Approval to Discharge) - additional inspection	\$185.00	\$190.00		
Temporary Discharge - Final Inspection (Approval to Discharge) - additional inspection	\$185.00	\$190.00		
Site Inspection - Non Compliance	\$185.00	\$190.00		
Flow Volume	\$1.18	\$1.20		
Suspended solids	\$0.69	\$0.70		
cBOD ⁵ (Organic loading)	\$1.06	\$1.08		
Total Kjeldahl Nitrogen	\$1.65	\$1.68		
Total Phosphorous	\$4.64	\$4.73		
Arsenic	\$212.00	\$216.00		
Permitted/Controlled/Special/Tanker Discharge	\$165.00	\$170.00		
Conditional/Special/Tanker Discharge - Risk Class 3	\$1,305.00	\$1,330.00		
Conditional/Special/Tanker Discharge - Risk Class 2	\$745.00	\$760.00		
Any temporary Discharge	\$165.00	\$170.00		

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18	Council approved charge 2017-18	Comments
Tanker Waste Disposal					
Tanker Waste disposal to Wastewater Treatment Plant or reticulation in accordance with Tradewaste Bylaw schedule 1A and 1B	\$/m ³	\$66.50	\$68.00		
Note:					
1) Tanker waste may not be accepted at the City Waters Manager's sole discretion and,					
2) Tanker Waste disposal to Wastewater Treatment Plant or reticulation <u>not</u> in accordance with Tradewaste Bylaw schedule 1A and 1B will require a conditional or special agreement in accordance with the Tradewaste Bylaw,					
3) For addresses in Hamilton City associated with an existing tradewaste consent, the consent's charging provisions will supersede the tanker waste volumetric rate.					
Solid Waste Management					
Licensing of waste facilities, collectors and transporters operating within the City		\$190.00	\$194.00		
WATER SUPPLY					
Backflow					
Backflow prevention device registration		\$83.50	\$85.00		
Water Drawn from Water Take Points					
a) Permit to draw from a water take point (mandatory)		\$107.00	\$110.00		
b) per kilolitre		\$4.16	\$4.24		
c) additional key			\$10.00		
Special Meter Readings		\$47.50	\$48.50		
Add water meter to existing connection					
Install 20mm meter on existing service line		Quote	Quote		
Install 25mm meter on existing service line		Quote	Quote		
Testing Meters					
As per prices provided by certified independent service provider		Quote	Quote		
Non-Domestic Water Supply Charges					
Greater than 15 m ³ per day application fee	per application	\$652.00	\$665.00		
Rateable city	\$/m ³	\$1.79	\$1.82		
6 monthly minimum charge (based on 120 m ³)		\$215.00	\$220.00		
3 monthly minimum charge (based on 60 m ³)			\$110.00		
Non-rateable city	\$/m ³	\$1.79	\$1.82		
6 monthly minimum charge (based on 120 m ³)		\$215.00	\$220.00		
3 monthly minimum charge (based on 60 m ³)			\$110.00		
Outside city	\$/m ³	\$1.79	\$1.82		
6 monthly minimum charge (based on 120 m ³)		\$215.00	\$220.00		
3 monthly minimum charge (based on 60 m ³)			\$110.00		
Rural restricted supply	per kilolitre	\$1.32	\$1.34		
6 monthly minimum charge (based on 120 m ³)		\$159.00	\$160.00		
3 monthly minimum charge (based on 60 m ³)			\$80.00		
Waikato District Council - Rural Supply Agreement	\$/m ³	\$1.32	\$1.34		
CUSTOMER SERVICES					
Photocopying and printing					
A4	per page	\$1.10	\$1.10		
A3	per page	\$2.20	\$2.20		
Information Requests					
Property Information Search Request		\$16.00	\$16.00		
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images					
Additional photocopying and printing charges will apply where applicable					
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.	per hour	\$84.00	\$84.00		

Committee: Council

Date: 01 June 2017

Report Name: Contract 16114 - Variation to approved contract sum for Civil Defence and Emergency Management Contract

Author: Blair Bowcott

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Hamilton City Civil Defence and Emergency Management</i>
Financial status	<i>There is budget allocated as a function of the Risk and Emergency Management Unit and City Safe but there is a small annual budget shortfall with the recommended proposal to be addressed in the 2018-28 Long Term Plan.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's 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

To seek approval to increase the Approved Contract Sum for Contract 16114 Civil Defence and Emergency Management Contract with Group Emergency Management Office (Waikato Regional Council).

2. Executive Summary

3. At the Council meeting on [25 August 2016](#), Council approved a service level agreement with Waikato Regional Council to deliver Hamilton City Council's Civil Defence Emergency Management Activity for a term of 6 years 9 months with a total approved contact sum of \$2,800,000 at an average \$415,000 per annum (including a contingency of 2.5% to reflect actual employee related costs once recruited).
4. This service level agreement includes having the HCC Emergency Operations Centre (EOC) and the City Safe team, including camera monitoring, housed with the Waikato Group Emergency Management Office (GEMO) EOC in the new Genesis Building.
5. As the design and fitout of the building progresses, the budget has been reviewed and it is necessary to seek an increase of \$300,000 to the Approved Contract Sum:
 - Increased costs of the fitout due to structural changes
 - Increased floor space required to accommodate the staff following detailed review of the building layout
 - Inclusion of service charges not able to be determined until this point in the project.

Due to the delay in the project commencing, there is saving of approximately \$95,000 from funds allocated to staff recruitment in the 2016/17 year which will be used to offset the costs included in the Approved Contract Sum.

Recommendations from Management

That the Council;

- a) receives the report; and
- b) approves an increase of \$300,000 to the Approved Contract Sum for Contract 16114 Civil Defence Emergency Management Activity for a term of 6 years 9 months from \$2,800,000 to \$3,100,000 excluding GST (including a contingency to reflect actual employee related costs once recruited).

6. Attachments

7. There are no attachments for this report.

8. Key Issues

9. Background
10. On [25 August 2016](#) Council approved a contract for Waikato Regional Council (WRC) to provide the Civil Defence and Emergency Management (CDEM) activity on behalf of Hamilton City Council (HCC) for a period of 6 years 9 months (to 30 June 2023) at an approved contract sum of \$2,800,000.
11. The resolution is as follows:
That:
 - a) *the report be received;*
 - b) *Council approves a service level agreement with Waikato Regional Council to deliver Hamilton City Council's Civil Defence Emergency Management Activity for a term of 6 years 9 months with a total approved contact sum of \$2,800,000 at an average \$415,000 per annum (including a contingency of 2.5% to reflect actual employee related costs once recruited);*
 - c) *the CEO be delegated to finalise the terms and execute the contract with WRC; and*
 - d) *the annual cost of the service level agreement be funded from:*
 - i. *the existing budget for Civil Defence and Emergency Management;*
 - ii. *the lease of existing City Safe accommodation; and*
 - iii. *an adjustment to the year-end projected result (compared to budget) to be identified through the Risks and Opportunities Report.*
 - e) *staff report quarterly to Hamilton City Council on the performance and delivery of the work plan.*
12. This contract includes the co-location of the HCC Emergency Operations Centre (EOC) and the City Safe team, including camera monitoring, being housed with the Waikato GEMO EOC. The EOC is located in the new Genesis Building, currently under construction in the CBD, which is an Importance Level (IL) 4 building required for Emergency Management facilities.

13. The Genesis Building will also accommodate the new Transport Operations Centre (TOC), a partnership between Council and NZTA, to provide real time monitoring of the regional transport network. This is an extremely positive addition to the EOC, as it provides real time information to the Emergency Management Team across both the city and over time the region. A separate contract will be entered into for the TOC.
14. As the design of the new facility has progressed, the Approved Contract Sum has been revised to more accurately reflect cost across the 6 year 9 month term of the contract. The cost has been increased to include increases in the fitout costs due to necessary structural changes, increased floor space required and service costs such as cleaning and electricity which could not be finalised until now.
15. Due to delays in staff being recruited and in the Genesis Building being available (expected completion moved from August 2017 to December 2017) there are savings of approximately \$95,000 (staff recruitment) in the first nine months that can be used to offset the some of the increased costs.
16. The revised total cost of the contract is \$3,100,000. This is an annual average contract cost of \$460,000.

17. Financial and Resourcing Implications

18. The revised total cost of the contract over 6 years 9 months is \$3,100,000. This includes a contingency to reflect the actual employee related costs once staff are recruited. This also allows for the offset of savings from the delay in commencement of the project.
19. The annual increase can be funded from existing budgets in 2017/18, and a small annual increase to be reflected in the 2018-28 Long Term plan.

Signatory

Authoriser	Blair Bowcott, Executive Director Special Projects
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Committee: Council

Date: 01 June 2017

Report Name: Council Draft 2017 Schedule of Reports

Author: Lee-Ann Jordan

Status	<i>Open</i>
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1. Purpose of the Report

- To present the Council Draft 2017 Schedule of Reports.

Recommendations from Management

That Council:

- receives the draft 2017 Schedule of Reports; and
- notes that the Council Schedule of Reports is intended to be a living document to be updated as necessary with changes notified to Committee members.

3. Attachments

- Attachment 1 - Council Draft 2017 Schedule of Reports

5. Key Issues

- Background
- The Chief Executive undertook to provide Elected Members with schedules for the tasks and responsibilities to be undertaken each calendar year by the Council and the whole of Council Committees (Growth and Infrastructure, Community and Services, and Finance).
- The purpose of the schedules is to provide Elected Members with oversight of the planned and upcoming activities for which they are responsible as members of those committees. The schedules set out the key reports and pieces of work assigned to each committee as well as the intended meeting dates where these will be presented.
- The schedules have been (or are being) developed by the Principal Advisors and Chairs of each committee in conjunction with key staff, the Strategy Unit, and the Governance Unit. Content covers:
 - Standing agenda items and regular reports;
 - The development, review, and status reporting of strategic plans and policies;
 - Anticipated submissions and legislative reports;
 - Items relating to the Annual Plan and 10 Year Plan;

- Reporting of joint organisations, stakeholder groups, and established taskforces; and
 - Business as usual matters identified by staff as requiring governance decisions or oversight.
10. In order for Elected Members to have a current view of committee activities throughout the year, the schedules will need to be updated when new items arise or when timing or circumstances change. Elected Members will be advised of any and all changes to the schedules.
 11. The Governance Unit and the Principal Advisors' Executive Assistants will take responsibility for maintaining up-to-date documents.
 12. The report schedules for the four committees will be uploaded in the Councillors' Onedrive and will be circulated with the notifications of agenda distribution.

Signatory

Authoriser	David Bryant, General Manager Corporate
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Council Report Schedule 2017											
Standard Reports	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Chair's report											
Principal Advisors Report											
Briefing Notes											
Council Minutes											
Recommendations to Council											
Strategic Reports	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Council Draft 2017 Schedule of Reports											
Waters Study Update											
Hamilton Housing Accord											
Regulatory Effectiveness and Efficiency Programme											
Waikato Regional Theatre - Heads of Agreement and Concept Design											
Contracting out Aquatic Services Business Case progress update											
Easter Trading Deliberations											
Deliberation Parking report											
Draft Hamilton Housing Accord Policy Adoption											
Submission/Legislative Reports	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Section 10 LGA - Animal Control											
Clean Waters Submission											
Amendment to Finance Committee TOR											
Appointment of External Member for Audit and Risk Committee											
Electoral Representation Review (inc Maaori Representation)											
Code of Conduct											
Standing Orders											
Stakeholder Liaison Reports	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Task Force reporting:											
REEP Taskforce											
10 Year Plan Financial Strategy/Revenue Taskforce											
External Representation:											
Waikato-Tainui and Hamilton City Council Joint Management Agreement Governance											
Waikato Plan Joint Committee											
Joint Hamilton Sub-Regional Growth Strategy Implementation Committee (Future Proof)											
Independent Hearings Commissioners Panel											
District Licensing Committee											
Joint Hamilton Waikato Transport Committee - Change to TOR											
Policy and Bylaw	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Risk Management Policy 2015											
Significance and Engagement Policy 2015											
Delegations to positions (Consolidated) Policy 2015											
Corporate Hospitality and Entertainment Policy 2015											
Appointment and Remuneration of Board Members of COs, CCOs and CCTOs Policy 2014											
Elected Members Support Policy 2016											
Citizens Initiated Referenda Policy 2016											
City Honours Policy 2013											
Business As Usual (BAU) Reports	8-Feb-17	9-Mar-17	6-Apr-17	4-May-17	1-Jun-17	27-Jul-17	24-Aug-17	21-Sep-17	19-Oct-17	16-Nov-17	14-Dec-17
Beale Cottage Action Plan											
One Victoria Trust - Meteor Theatre Update											
Libraries Seismic Rehabilitation											
Part Road Stopping and Land Sale - Hillsborough Tce											
Waterworld Renewals											
H3 Community Use Model											
Arts Post Seismic Upgrade											

Annual Plan/LTP Reports	8-Feb-17	AP	7-Mar-17	9-Mar-17	10-Mar-17	11-Mar-17	AP	18-May-17	1-Jun-17	AP	29-Jun-17	27-Jul-17	28-Jul-17	29-Jul-17	30-Jul-17	31-Jul-17	LTP	LTP	14-Dec-17	
Strategic Financial Outlook																				
Fees and Charges 2017/18																				
2017/18 Budget Review																				
Annual Plan Deliberations																				

Committee: Council

Date: 01 June 2017

Report Name: Representation Arrangements
Review Taskforce - Terms of
Reference

Author: Lee-Ann Jordan

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Local Electoral Act 2001</i>
Financial status	<i>There is no budget allocated – Administrative only</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's 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

2. To seek the Council's approval to establish a taskforce to contribute to the review on representation arrangements and Maaori representation.
3. To appoint the Council's representatives on the taskforce.

4. Recommendation from Management

That the Council:

- a) approves the establishment of a Representation Review taskforce and its Terms of Reference, as attached to this report; and
- b) appoints Councillors O'Leary, Pascoe and Bunting to represent the Council on the taskforce.

5. Attachments

6. Attachment 1 - Taskforce Terms of Reference (Draft)

7. Discussion

8. The Local Electoral Act 2001 ('the Act') requires the Council to:
 - a. complete a review of its representation arrangements in 2018, to take effect for the 2019 triennial elections; and
 - b. consider a review of Maaori representation.

9. The current representation arrangements of two wards (with six Councillors elected in each ward) and the Mayor elected at large, has been in place since 2006. At present, there are no Maaori wards for Hamilton City Council elections.
10. At the Council Briefing on 10 May 2017, Elected Members were provided an overview of the representation reviews by the Council's Electoral Officer, Dale Ofoske. All Elected Members were in attendance except Mayor King, and Councillors Gallagher and Yeung.
11. The review of representation arrangements will be undertaken as a management project, led by the Governance Unit and include the Amorangi Maaori, Muna Wharawhara.
12. The Council will be kept fully informed on all matters requiring their direction or decision through briefing sessions and Council meetings.
13. The May Briefing covered the topic of Elected Member engagement with the review. General agreement was expressed for a small group of Elected Members to support the staff-led project. Councillors O'Leary, Pascoe and Bunting indicated their willingness to be appointed to the taskforce.

Signatory

Authoriser	Richard Briggs, Chief Executive
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TERMS OF REFERENCE

Representation Arrangements Review Taskforce

1. Terms of Reference

The taskforce will:

- Provide governance input into the project team’s review of representation arrangements for the Hamilton City Council, including Maaori representation, as detailed in the Local Electoral Act;
- regularly engage with staff responsible for:
 - i. undertaking the research and analysis required to complete the reviews, and
 - ii. developing the communications plan to keep stakeholders informed; and
- present its recommendations to Council in relation to:
 - i. Maaori representation by 16 November 2017, if required; and
 - ii. an initial proposal for the Council’s representation arrangements, for consultation purposes, by 30 April 2018,

and provide such updates to the Council as required during the review process.

For clarity, the Governance team has the responsibility to undertake the work required to complete the reviews contemplated in these Terms of Reference.

Reports to	Council
Membership	Elected members – Councillors O’Leary, Pascoe and Bunting* General Manager Corporate Governance Manager Independent members x 2 (<i>to be appointed by the taskforce</i>) <ul style="list-style-type: none"> - Iwi representative (1) - Local government analysis expert (1)
Support Staff	Project Manager (Representation Review) – <i>to be appointed</i> ; Dale Ofoske, Council’s Electoral Officer (Independent Election Services) Legal Services and Governance Officer Amorangi Maaori
General Manager (or CE) providing support	Chief Executive General Manager Strategy & Communications General Manager Corporate
Expected Term	For the duration of the statutory process, which is expected to be completed by April 2019.

* These Councillors indicated their willingness to participate in the taskforce at the 10 May Council Briefing.

2. Budget

There is no specific budget allocated to the taskforce. However, the project team undertaking the review will have a specific budget allocated.

3. Meeting Frequency and Duration

The taskforce will meet as required and at least once a month during the Expected Term.

Committee: Council

Date: 01 June 2017

Report Name: Approval of Hamilton Public
Transport Joint Committee
Terms of Reference Change

Author: Becca Brooke

Status	<i>Open</i>
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1. Purpose of the Report

2. At the 10 March 2017 Hamilton Public Transport Joint Committee meeting, a resolution was passed to change the Hamilton Public Transport Joint Committee Terms of Reference to reflect the new chairing arrangements detailed in the attachments to this report. These arrangements are summarised.
3. That:
 - a) A Chair and a Deputy Chair, one from each Council, is to be appointed by the Hamilton Public Transport Joint Committee.
 - b) Councillor Rimmington be appointed as the Chair of the Hamilton Public Transport Committee.
 - c) Councillor Macpherson be appointed as the Deputy Chair of the Hamilton Public Transport Committee.
4. The previous chairing arrangement was two Co-Chairs.
5. Approval from Council for changes to the terms of reference is required as per the Joint Committee agreement.

Recommendation

That Council approve the Terms of Reference and Joint Committee Agreement for the Hamilton Public Transport Joint Committee which have been updated to reflect the changes in Chairing arrangements for the 2016-2019 Triennium.

6. Attachments

7. Attachment 1 - Terms of Reference and Project Agreement DRAFT for approval
8. Attachment 2 - Recommendation from Hamilton Public Transport Joint Committee to Waikato Regional Council

Hamilton Public Transport Joint Committee Agreement

1. Purpose

This Agreement is made pursuant to Clause 30, Schedule 7 of the Local Government Act 2002. The purpose is to provide for a Joint Committee of Waikato Regional Council and Hamilton City Council. The Joint Committee has additional public body representation from the New Zealand Transport Agency, and a member to represent Access and Mobility.

The Hamilton Public Transport Joint Committee has been established to oversee the implementation and monitoring of the Regional Public Transport Plan in Hamilton in accordance with the functions as set out in the Terms of Reference attached to this Agreement as **Appendix 1**.

The Committee is a formal joint committee pursuant to the Local Government Act 2002 (Clause 30, Schedule 7).

2. Membership

The Hamilton Public Transport Joint Committee is to comprise of two (2) members appointed by Waikato Regional Council; two (2) members appointed by Hamilton City Council; one (1) member appointed by New Zealand Transport Agency; and one (1) member appointed by the Joint Committee to represent Access and Mobility.

~~A Co-chair from each council is to be appointed by the Joint Committee, and the Chair of the Joint Committee is to rotate between the Council's each calendar year, commencing with Waikato Regional Council from January 2017. The Co-chair of the Council, not in the office of Chair, will act as the Deputy Chair.~~

The Committee will include a Chair and a Deputy Chair. Hamilton City Council will appoint a Chair or a Deputy Chair. Waikato Regional Council will appoint a Chair or a Deputy Chair.

The New Zealand Transport Agency may appoint one (1) member with speaking and voting rights. The Joint Committee may appoint one (1) member to represent Access and Mobility as an observer with speaking rights but in a non-voting capacity.

In accordance with Clause 30A(6) of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Committee shall be 3 members being one member from each council and either member from New Zealand Transport Agency or CCS Disability Action.

Draft

3. Meeting Frequency

The Joint Committee will meet quarterly or as required. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987, and will be undertaken by Waikato Regional Council.

4. Delegations

The Joint Committee has delegation to recommend in respect of matters relating to the implementation and monitoring of the Regional Public Transport Plan as they affect Hamilton City.

The Joint Committee reports to Waikato Regional Council and Hamilton City Council [via its Strategy and Policy Committee].

5. Variation of this Agreement

This agreement may be varied from time to time, but only with the endorsement of the Joint Committee.

Execution

Waikato Regional Council

Meeting dated ____ resolution # ____

Hamilton City Council

Meeting dated ____ resolution # ____

Hamilton Public Transport Joint Committee

- REPORTING TO:** Waikato Regional Council
Hamilton City Council (Strategy and Policy Committee)
- CONSTITUTION:** Waikato Regional Council (two members)
(One to be Chair or Deputy Chair)
- Hamilton City Council (two members)
(One to be Chair or Deputy Chair)
(Recommendation number: HPTJC17/2)
- New Zealand Transport Agency (one representative)
- Access and Mobility (one representative)
(non-voting)
- QUORUM:** Three (3) being one member from each Council and either the NZTA or the Access and Mobility representative.
- MEETING FREQUENCY:** Quarterly or as required.
- CHAIRMANSHIP:** The Chair of the Joint Committee is to rotate between the Council's each calendar year, commencing with Waikato Regional Council from January 2017. The Co-chair of the Council, not in the office of Chair, will act as the Deputy Chair. A Chair and Deputy Chair, one from each Council, is appointed by the Hamilton Public Transport Joint Committee.
(Recommendation number: HPTJC17/2)
- ADMINISTRATION:** The administration of the Hamilton Public Transport Joint Committee will be provided by the Waikato Regional Council for the triennium.
- OBJECTIVE:** To oversee the implementation and monitoring of the Regional Public Transport Plan in Hamilton.
- SCOPE OF ACTIVITY:**
1. To consider and recommend on matters relevant to the implementation and monitoring of the Regional Public Transport Plan as it affects Hamilton City.
- POWER TO ACT:**
1. To recommend in respect of matters relating to the implementation and monitoring of the Regional Public Transport Plan as they affect Hamilton City.
- REFERENCE DOCUMENTS:**
1. Hamilton Public Transport Joint Committee Agreement (Doc#9436774).

Recommendation to Council from Hamilton Public Transport Committee meeting of 10 March 2017

HPTJC17/2 **RECOMMENDATION**

THAT a Chair and a Deputy Chair, one from each Council, is to be appointed by the Hamilton Public Transport Joint Committee.

The motion was put and carried (HPTJC17/2)

Hamilton Public Transport Joint Committee – 10 March 2017

File: 03 04 21 (Agenda Item #6.8) Doc #10088043

Cr Rimmington presented the following report to Council of the Hamilton Public Transport Joint Committee dated 10 March 2017.

* * * * *

Cr Rimmington highlighted the following points:

- The Committee had determined that Cr Rimmington become Chair of the Committee for the triennium with Cr Macpherson as deputy.
- There had been a drop in the patronage but further strategies had been put in place to reverse the trend. The Fare Review would contribute to the initiatives.
- The new buses come on board from 1 October following the new contracts.

Cr Rimmington moved/Cr Mahuta seconded.

WRC17/69

1. **THAT report of the Hamilton Public Transport Joint Committee held 10 March 2017 be received.**
2. **THAT the decisions in Section A of the report be noted.**
3. **THAT the recommendations contained in Section B of the report be adopted.**

Confirmation of Membership and Co-Chairs

THAT a Chair and a Deputy Chair, one from each Council, is to be appointed by the Hamilton Public Transport Joint Committee.

THAT Councillor Rimmington be appointed as the Chair of the Hamilton Public Transport Committee.

THAT Councillor Macpherson be appointed as the Deputy Chair of the Hamilton Public Transport Committee.

Service Improvements for North-East Hamilton

1. **THAT the Joint Committee:**
 - (i) review the planned service improvements in light of changing travel needs and development that has occurred, and
 - (ii) staff investigate the feasibility of implementing service improvements earlier, and
2. **THAT the Committee endorse the recommendation of earlier disestablishment of the Ruakura Route be investigated for the purposes of reprioritising resource to service improvements in North-east Hamilton.**

The motion was put and carried (WRC17/69)

Cr Hennebry moved/Cr Husband seconded.

WRC17/70

THAT the Terms of Reference and Joint Committee Agreement be updated for the Hamilton Public Transport Joint Committee to reflect the changes in Chairing arrangements for the 2016-2019 Triennium.

The motion was put and carried (WRC17/70)

Committee: Council

Date: 01 June 2017

Report Name: Recommendation to Council
from Community and Services
Committee Meeting - 16 May
2017

Author: Amy Viggers

Status	<i>Open</i>
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Purpose of the Report:

To seek Council's approval for a recommendation from the Community and Services Committee meeting on 16 May 2017, in respect of appointing Paula Southgate to the Rototuna Indoor Recreation Centre Trust Board.

Recommendation from Communities and Services Committee:

That Council appoints Paula Southgate to the Rototuna Indoor Recreation Centre Trust Board.

1. Attachments

2. There are no attachments for this report.

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Council Minutes - Public Excluded - 4 May 2017) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987))))	Section 48(1)(a)

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

Item C1. to prevent the disclosure or use of official information for improper gain or improper advantage Section 7 (2) (j)