

Notice of Meeting:

I hereby give notice that an ordinary Meeting of the Growth and Infrastructure Committee will be held on:

Date: Tuesday 12 September 2017
Time: 9.30am
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Growth and Infrastructure Committee OPEN AGENDA

Membership

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

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

Lee-Ann Jordan
Governance Manager

6 September 2017

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Purpose

The Growth and Infrastructure Committee is responsible for:

1. Guiding sustainable physical development and growth of Hamilton to meet current and future needs, through oversight of land-use planning, and aligned provision of fit-for-purpose network infrastructure.
2. Governance of efficient, safe and sustainable roading and transport, three waters, and waste management that enables Hamilton's economy and adds to the liveability of the city.
3. Governance of Hamilton's economic agenda and investment development opportunities consistent with Council's vision for the city.

In addition to the common delegations on page 9, the Growth and Infrastructure Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To monitor and provide advice on the development and implementation of urban growth and development strategies, land use, and spatial plans in line with national policy requirements.
2. To provide direction on strategic priorities for core city infrastructure aligned to city development, and oversight of strategic projects associated with those activities.
3. To provide direction and monitor Council's approach to development contributions.
4. To assess proposals for Private Developer Agreements and, if appropriate, to recommend such agreements to the Finance Committee for approval.
5. To provide advice on the development and implementation of the 30 Year Infrastructure Plan.
6. To provide direction regarding Council's involvement in regional alliances, plans, initiatives and forums for spatial planning, joint infrastructure and shared services (for example, Future Proof, Regional Transport Committee).
7. To consider the impacts of land use and urban development on the environment.
8. To enhance Hamilton's economic position by promoting Hamilton as a business-friendly and business-enabled city and providing advice on strategic initiatives, plans, projects and potential major developments relating to economic and business development.
9. To provide clear direction on Council's strategic priorities to organisations and groups, for which Council facilitates funding, aligned with these Terms of Reference, and to oversee those funding arrangements and receive their strategic and business plans and annual performance reports.
10. To monitor and oversee the delivery of Council's non-financial performance and non-financial key projects, against the Long Term Plan, excluding key performance indicator reporting which is the responsibility of the Finance Committee.

The Committee is delegated the following powers to act:

- Approval of purchase or disposal of land for network infrastructure, or parks and reserves for works and other purposes within this Committee's area of responsibility that exceeds the Chief Executive's delegation.

- Approval of Private Developer Agreements within the budget approved under the Long Term Plan.
- Approval of any proposal to stop any road, including hearing and considering any written objections on such matters.
- Approval of funding for Business Improvement District(s) and Hamilton and Waikato Tourism.

The Committee is delegated the following recommendatory powers:

- Adoption of the 30 Year Infrastructure Plan to Council.
- Approval of additional borrowing to Finance Committee.
- Approval of Private Developer Agreements for unfunded growth projects to Finance Committee.
- Approval of city boundary changes to Council.
- The Committee may make recommendations to Council and other Committees

Oversight of Policies

- *Business Improvement District (BID) Policy*
- *Connections and Charging Policy for Three Waters Policy*
- *Development Contributions Policy*
- *Earthquake-Prone, Dangerous & Insanitary Buildings Policy*
- *Growth Funding Policy*
- *Hamilton Gateways Policy*
- *Sale and Disposal of Council Land Policy*
- *Speed Management Policy*

Streetscape Beautification and Verge Maintenance Policy

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

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

4 Public Forum

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 Chair.

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 Council Democracy 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 Democracy by telephoning 07 838 6439.

Council Report

Item 5

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Amy Viggers
Authoriser:
Position: Committee Advisor
Position:
Report Name: Growth and Infrastructure Unconfirmed Minutes - 1 August 2017

Report Status	<i>Open</i>
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Staff Recommendation

1. That the Growth and Infrastructure Committee confirm the Open Minutes of the Committee Meeting held on 1 August 2017 as a true and correct record.

Attachments

Attachment 1 - Growth and Infrastructure Unconfirmed Minutes - 1 August 2017

Growth and Infrastructure Committee

OPEN MINUTES

Minutes of a meeting of the Growth and Infrastructure Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 1 August 2017 at 9.32am.

PRESENT

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

In Attendance:

Richard Briggs - Chief Executive
Chris Allen – General Manager City Infrastructure
Blair Bowcott – Executive Director Special Projects
Luke O'Dwyer – Acting General Manager of City Growth
Maire Porter – City Waters Manager
Robyn Denton – City Transportation Operations Manager
Bridget Morgan – Water Asset Manager
Trent Fowlers – Compliance Manager
Kirsty Quickfall – Waste Minimisation Advisor
Charlotte Catmur - Waste Minimisation Advisor
Nicola Walsh – Communication Advisor
Alice Morris – City Planning Policy Team Leader
Greg Carsten – Team Leader of Growth Funding and Analytics
Riki Manarangi – Corporate Policy Specialist

Waikato Regional Council Representatives - Andrew Wilson, Mike Garrett, and Russ Rimmington

Governance Advisors:

Brendan Stringer – Legal Services and Governance Officer
Amy Viggers and Claire Guthrie – Committee Advisors

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1. **Apologies**
Resolved: (Crs Macpherson/Casson)

That the apologies from Crs Yeung, Bunting (early departure) and Casson (early departure) are accepted.
2. **Confirmation of Agenda**
Resolved: (Crs Macpherson/Taylor)

That the agenda is confirmed noting that there will be flexibility to the order of items during meeting to accommodate staff and external presenters.
3. **Declarations of Interest**

During item 14 (*Temple View Growth Cell and WA*), Mayor King noted he had an interest in a property within an area noted in the report, but that he did not consider there was a conflict of interest for the purpose of the report.
4. **Public Forum**

Sarah Goodwood - Spoke to Item 6 (*Chair's Report – traffic safety issues*). She spoke about her experience of being a witness to a crash at the corner of Gordonton Road and Thomas Road.

Jennie Gallagher and Max Vernon – Spoke to Item 7 (*General Managers' Report – Speed Management Taskforce*). They reiterated their concerns around speed on Baverstock Road. They thanked Council for the temporary measures put in place and spoke in support of the staff proposal.

Mayor King joined the meeting at 9.45am during the Public Forum.
5. **Growth and Infrastructure Unconfirmed Minutes - 20 June 2017**

Resolved: (Crs Macpherson/ Casson)

That the Growth and Infrastructure Committee confirm the Open Minutes of the Growth and infrastructure Committee Meeting held on 20 June 2017 as a true and correct record.
6. **Chair's Report - 1 August 2017**

The Chair noted that the Australian Smart Cities and Infrastructure conference was to be held in Melbourne, not Sydney, as stated in the report. The Chair responded to questions from Elected Members concerning:

Onion and Holmes Roads – At the recent onsite community meeting, there were a number of solutions discussed about the issues with 'boy racers' in the area, including installing a lockable gate. Staff advised that they were currently investigating the merits of putting forward a bylaw to be considered on this. It was proposed this would be in collaboration with Waikato District Council and Waipa District Council and involve the Police and NZTA.

Conference Attendance – The Chair explained that there was a budget for conferences where it was resolved that Elected Members represent Council; this was separate from the training allowance allocated to each Elected Member. It was confirmed that in cases where there were multiple delegates nominated by 'conference resolutions' that the fund for the agreed number of funded delegates would be split across all delegates. The remaining balance would be covered by each attending Councillor's personal training allowance.

Resolved: (Cr Macpherson/Mayor King)

That the Growth and Infrastructure Committee:

- a) approves funding for two delegates costs (spread across Crs Bunting, Henry, Tooman, Macpherson) to the 2017 Trafanz Conference, and one delegate cost (spread across Crs Bunting, Taylor, Macpherson) to the 2017 Smart Cities & Infrastructure Conference.
- b) requests that Council review the Councillor Training Budget and Conference by Resolution policy and report back to Council by 19 October 2017; the review to be led by Mayor King; and
- c) request that staff report back to the 5 December 2017 Growth and Infrastructure Committee meeting on potential collaboration action with Waikato District Council and Waipa District Council to manage problems caused by illegal street races.

13. Approval of the 2018-24 Waste Management and Minimisation Plan vision, goals and objectives

The Compliance Manager City Waters and the Waste Minimisation Advisor introduced the report. Staff noted that if the plan was not adopted by April 2018 the waste levy funding from Central Government would be lost. The Waste Management Taskforce Chairperson advised that the document was written with a focus on being a community driven document. Staff and the Taskforce Chairperson responded to questions from Elected Members concerning:

Funding - The waste levy funding received from Central Government was based on population. This funding covered all costs for the Waste Management and Minimisation Plan, and included a grant fund of \$50,000 for community related waste management and minimisation projects. The waste levy would be paid quarterly to Council.

Economic effect – Reducing the waste that was transported to the landfill had a large economic benefit to the city. An important part of reducing waste was to recognise the work the community was already doing and to encourage the community to do more in this space.

Resolved: (Crs Bunting/Southgate)

That the Growth and Infrastructure Committee approves the following so that the Waste Taskforce can continue to work towards a final recommendation to Council:

- a) the vision '*Hamilton: where waste minimisation and resource recovery are an integral part of our lifestyle and economy*' for the 2018-2024 Waste Management and Minimisation Plan
- b) the goals for the 2018-2024 Waste Management and Minimisation as:
 - (i) reduced quantity of all material entering the waste stream, and increased resource recovery;
 - (ii) increased innovation and opportunity from waste resources;
 - (iii) Hamilton community is leading in waste minimisation;
 - (iv) waste and resource recovery infrastructure meets Hamilton's growing needs; and
 - (v) recognise and celebrate innovation in waste minimisation and avoidance.
- c) the objectives for the 2018-2024 Waste Management and Minimisation as:
 - (i) Hamiltonians are choosing to engage in waste minimisation;
 - (ii) Hamilton's waste diversion is continually increasing;
 - (iii) all Hamiltonians have access to affordable and resilient waste and resource recovery services;

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- (iv) Hamilton City Council is a leader by example in minimising waste;
- (v) Hamilton City Council is partnering with others to achieve efficient and effective waste minimisation and management;
- (vi) Hamilton City Council is influencing Central Government's commitment to waste minimisation; and
- (vii) all Hamilton City Council's regulatory decision making considers responsible waste and resource recovery.

Cr Mallett Dissenting.

The meeting adjourned 11.04am – 11.20am.

8. Waikato Regional Council Update on Passenger Transport Services and Initiatives

Andrew Wilson (Public Transport Operations Manager of Waikato Regional Council) presented an update on Public Transport in Hamilton with a focus on past performance, present actions, and future opportunities.

Mr Wilson, Mike Garrett (Chief Financial Officer of Waikato Regional Council), and Russ Rimmington responded to questions from the Elected Members concerning the following:

Bus Sizes and capacity needs at peak times.

Ticketing system including consideration of a reduced fare to encourage usage in off-peak times, 'tap on - tap off' card ticketing systems, card usage within Hamilton city and the Waikato region as well as other regions in New Zealand.

Real time information at bus stops and through smart phone apps.

Patronage numbers and the positive impacts of new technology and changes to the public transport system over the next three years.

Resolved: (Crs Macpherson/ Gallagher)

That the Growth and Infrastructure Committee:

- a) receives the report;
- b) thanks the WRC staff for their update and presentation; and
- c) requests that the WRC return with an update report to the Growth and Infrastructure Committee meeting on 5 December 2017.

Cr Mallett Dissenting.

The meeting adjourned from 12.57pm – 1.39pm.

12. Discretionary Transport Programme 2017/18

The City Transportation Operations Manager introduced the report noting that funding from the Discretionary Transport Programme would be going towards the following programmes outlined in the 2015-25 10 year plan:

- Bus Stop Infrastructure
- Minor Improvements to the transport Network

- Integrated Transport Initiatives

It was noted that the table in paragraph 11 the 'Total Opex' figure should read \$32,000 per annum.

Resolved: (CrS Bunting/Macpherson)

That the Growth and Infrastructure Committee approves the proposed allocation of the Discretionary Transport Programme budgets for the 2017/18 as set out below:

- i) DRAFT Minor Improvements Programme.

Location	Proposed Treatment
Intersection of Queens Avenue & Killarney Road	Install mini- roundabout
Intersection of Huntington (west) & Wairere Dr	Reconfigure traffic islands to replace trial traffic management
Gordonton Road – Wairere Drive to Thomas Road	Variable speed limit electronic signage. Localised shoulder widening to accommodate right turning traffic and street lighting at intersections
Cobham Drive – just south of Palmerston St overbridge	Install electronic 'Hidden Queue' warning signs for both directions of traffic
Intersection of Clarkin Road & Heaphy Terrace	Install appropriate traffic calming measures

- ii) DRAFT Integrated Transport Initiatives Programme

Location	Proposed Treatment
Baverstock Rd (Lloyd Drive to Brymer Road)	Bus stops, Install pedestrian islands (2), new footpath (crushed asphalt), and street lights to support lower speed limit
Various sites - Speed Limit changes	Signage changes (both static and variable) along with pedestrian platforms and kerb extensions to implement speed limit changes
Intersection of Te Rapa Road, Ulster Street & Forest Lake Road	Additional pedestrian crossing points, improved cycle facilities.
Hamilton Gardens	New footpath installed as part of the underpass project
Cycle Facilities at Roundabout	Install off road cycle facilities at multilane roundabouts on each quadrant to improve safety
Cycle Pinch Points	Trial of cycle lane separators to encourage vehicles to stay out of cycle lanes

Cycle Directional Signage	Install directional signage to support the Hamilton Biking Plan. Associated with a funding grant from Vibrant Hamilton Trust (\$50k)
Norris Ward Park connection from Western Rail Trail to CBD	Install bike phase at Ward & Tristram intersection. Green markings and judder bars at driveways to alert motorists to people on bikes on new shared path

Ruakura Rd - east of Innovation Park	Install recessed bay for a bus stop (southern side) and alter existing area (northern side) to accommodate passenger needs.
Adshel Shelter Relocations	Relocation of refurbished Adshel Shelters to new sites
Anglesea Street & Anzac Parade corner	Alter roundabout, to create a dedicated left turn lane for public transport
Frankton Rail Village	Install appropriate traffic calming measures as developed by community working group.
New Footpaths - throughout the city	New footpaths in agreed locations
New VMS Trailer	New VMS trailer with speed radar
Bankwood Rd - Outside Fairfield High School	Upgrade the crossing. Traffic Signals or raised platform and retain zebra.
Caro Street	Opportunities for increased parking and pedestrian improvements.

10. Proposed Speed Limit Bylaw Changes - Determination Report

The City Transportation Operations Manager spoke to the report. She explained that:

- The review of the bylaw to implement the speed limit changes were initially considered during the 14 February 2017 Growth and Infrastructure Committee meeting.
- The first step in the bylaw review process was to determine if a bylaw was the most appropriate mechanism to deal with the issue.
- The proposed Speed Limit Bylaw Change was different from the the Speed Management Plan was a part of Councils submission to the Ministry of Transport on their Speed Limit Proposal.

Resolved: (Crs Macpherson/Casson)

That the Growth and Infrastructure Committee:

- a) determines that a bylaw is the most appropriate mechanism to address issues relation to setting speed limits in Hamilton; and
- b) approves the preparation of a Statement of Proposal which sets out the proposed amendments to the Hamilton City Speed Limit Bylaw 2013.

11. Statement of Proposal - Amendment to Speed Limit Bylaw 2013

The City Transportation Operations Manager explained that the purpose of the report was to present a Draft Statement of Proposal concerning the Speed Limit Bylaw 2013 for approval. Staff responded to questions from Elected Members about the use of a variable 60km/h speed limit sign on Gordonton Road and gateways into and from Hamilton.

Resolved: (Crs Casson/O'Leary)

That the Growth and Infrastructure Committee:

- a) determines that the proposed Hamilton City Speed Limit Bylaw 2013 and proposed amendments in the Statement of Proposal (including the addition of Gordonton Rd variable 60km/h speed limit) is the most appropriate form of bylaw and does not give rise to implications under the New Zealand Bill of Rights Act 1990.
- b) approves the draft Statement of Proposal which sets out the proposed amendments (including the addition of Gordonton Road variable 60km/h speed limit) to the Hamilton City Speed Limit Bylaw 2013 and reasons for those proposed changes.
- c) approves the commencement of public consultation in regard to the Statement of Proposal – Amendment to Speed Limit Bylaw 2013.

Cr Bunting and Casson retired from the meeting at 2.52pm at the completion of the above item. They were present when the matter was voted on.

7. General Managers' Report

Items were taken in the order of the report.

Project Watershed:

The City Waters Manager noted that the report was for information only. There was to be discussions on Project Watershed wastewater in the 10 Year Plan process.

Valley Terrace:

The City Waters Manager updated Elected Members on the meetings with the property owners at 10 and 14 Valley Terrace. It was agreed by all parties that a pipe solution should be considered. Staff would provide an update at the next Growth and Infrastructure Committee meeting on 12 September 2017.

Heritage Update 2016-2017:

The City Planning Policy Team Leader noted that there was a range of applicants who had applied to the 2016-17 Heritage Fund. Staff responded to questions from Elected Members concerning the heritage fund criteria and the process for protecting heritage buildings.

Growth Indicators:

Staff responded to questions from the Elected Members on the different statistical measures used by the Council in calculating population growth projection. It was explained that the Council used a number of different data sources to make comparable projections.

Local Alcohol Policy:

The Corporate Policy Specialist noted the report listed all on and off licences granted since 2014. It was confirmed that there were no new off licences granted since 2014. It was noted that the Chief Executive was to follow up on the letter to the Health Minister regarding concerns around Central Government resourcing, the slowness of the Alcohol Regulatory and Licensing Authority.

Resolved: (Crs Macpherson/Casson)

That the Growth and Infrastructure Committee receives the report.

The meeting adjourned 3.33pm-3.44pm during discussion of the above item

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Cr Casson re-joined the meeting at 3.44pm during discussion of the above item. He was present when the matter was voted on.

Cr Gallagher left the meeting at 3.47pm during discussion of the above item. He was not present when the matter was voted on.

14. Temple View Growth Cell and WA

The City Planning Policy Team Leader introduced the report. Staff confirmed that there had been no formal discussion with the nine landowners within the WA area (as shown on attachment 1 of the staff report) to date, and that the forming of a structure plan for the development capacity of the cell would be discussed during the 10 Year Plan process.

Resolved: (Crs Macpherson/Pascoe)

That the Growth and Infrastructure Committee receives the report.

The following motion to extend the time of the meeting beyond six hours was moved at 4.41pm

Resolved: (Crs Mallett/Macpherson)

That the meeting be extended to continue beyond 6 hours as per Standing Order 3.2.7.

9. HCC's Draft 1 Submission to the Draft Future Proof Strategy - Phase One (May 2017).

The Executive Director Special Projects spoke to the report. He noted that this was the first opportunity to give feedback on the Draft Future Proof Strategy since it was adopted in 2009, and that Hamilton City Council's draft submission was in support of the document. Staff confirmed the timeframe for the completion of Phase Two, and noted that the submission would be updated to ensure the timeline matched Councils 10 Year Plan process.

Resolved: (Cr Macpherson/Cr Pascoe)

2. That the Committee:

- a) receives the report;
- b) approves Hamilton City Council's **Draft 1** submission to the Draft Future Proof Strategy - Phase One (May 2017);
 - a) notes the approved submission will be sent to the Future Proof Subcommittee by 4 August 2017; and
 - c) notes the approved submission will be uploaded to Hamilton City Council's website.

Cr Mallett dissenting.

Cr Gallagher returned to the meeting at 5.00pm during discussion of the above item. He was present when the matter was voted on.

The meeting was declared closed at 5.05pm.

Council Report

Item 6

Committee: Growth and Infrastructure Committee

Date: 12 September 2017

Author: Amy Viggers

Authoriser:

Position: Committee Advisor

Position:

Report Name: Chair's Report

Report Status	<i>Open</i>
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Staff Recommendation

1. That the Growth and Infrastructure committee receives the report.

Attachments

Attachment 1 - Chair's Report - 12 September 2017



Chair's Report

'Orange Road Cone disease' spreading – vaccine needed

I've received several complaints about the way traffic management practices happen in and around the city – from other councillors, residents and in fact from staff. I've observed the problems first hand on many occasions, as most Hamilton drivers have.

Orange road cones and temporary traffic management signs are spreading like an 'orange fever' throughout the region (and probably nationwide).

They are absolutely fine, and necessary for the safety of road maintenance staff, and vehicles, WHEN there is road maintenance happening in the vicinity of the signs, OR when partly finished road maintenance has to be left overnight/over the weekend, etc. and there would be a danger to the public if sections of the carriageway were not cordoned off.

BUT in many cases, the road cones and temporary signage are left out overnight/over weekends – sometimes for days or even weeks at a time, when there is no work happening, and no danger the public needs to be protected from. This is a dangerous practice, because it leads drivers to become blasé or contemptuous of the 'warnings' and to instinctively not treat them seriously, even when they are legitimately in use. This practice annoys drivers/residents.

Transport Manager Jason Harrison and I have had a good discussion about this issue, and I've asked him to have a look at how Council's contracts handle the situation.

Out of interest, I heard a radio interview few months ago with a guy who had set up an entire company in Christchurch dedicated to the collection of orange road cones no longer being used, thrown into streams, etc. From memory, he'd received a 6-month contract and planned to be collected tens of thousands of the things. It is possible than many of these have ended up in Hamilton, I think.

Thomas/Gordonton Rd intersection

Staff have been moving very quickly on putting further safety measures in place here – two weeks ago, a further 3 accidents occurred at this point in only 3 days.

The 60kph electronic signage is still a month or so off arriving, but I understand temporary signage is in place, and that staff will give us an update at this meeting.

I spoke with a Police Inspector with responsibilities in the transport area last week, and he informed me that they were also keeping a close eye on the intersection, and keeping in touch with our staff regularly about it.

CBD Seating

We have had a few complaints from retailers in the CBD about our public seating being used by people as a base for 'socialising', with requests that the seats be taken away. I'd be loath to see that done, but in the absence of a regular-enough security presence, seat removals may appear to be the best way forward. Geoff and I are interested in elected members' feedback on this.

Water draining off private properties onto neighbouring properties

Some elected members have tried to deal with this issue on a number of occasions during the last 10 months – not always successfully. Staff responses have not always been sufficient to solve the issues, and some Councillors have ended up in the middle of situations that common sense rules and approvals processes ought to have handled before they became problems.

From what I see, the rules we have to require water drainage to be contained within the property that generates it are not worth the paper that they are printed on, as they do not allow staff to take any compliance action in support of the rules. There has been at least one recent case where a staff member wrote to a complainant, quoting the rule – leaving the complainant feeling that action would be taken to ensure rule compliance, but with zero action initially taking place, and no clear information being given to the complainant, we ended up with a very upset resident as her 90-year-old mother's property flooded. This then involved elected members, Council management neighbourhood meetings, the CEO, the Mayor and Uncle Tom Cobble all getting involved.

The problem is common with driveways going to back sections (but not exclusively this), and designs for these driveways are not in many cases following the rules, they don't have to be formally approved, and they are never monitored unless there is a complaint.

The whole area needs a 'jolly good shake-up'!

Councillor Dave Macpherson
Chair, Growth & Infrastructure Committee
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Council Report

Item 7

Committee:	Growth and Infrastructure Committee	Date:	12 September 2017
Authors:	Chris Allen and Kelvyn Eglinton	Authorisers:	Kelvyn Eglinton and Chris Allen
Positions:	General Manager City Infrastructure and Acting General Manager City Growth	Positions:	General Manager City Growth and General Manager City Infrastructure
Report Name:	General Managers' Report		

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee of topical issues, areas of concern and items which need to be brought to the Committee's attention but which do not necessitate a separate report.

Staff Recommendation

That the Growth and Infrastructure Committee receives the report.

Discussion

2. This report provides updates to Elected Members on activities, actions or projects contained within the following plans or strategies for which this Committee and the relevant General Managers have responsibility over and for which significant progress has been made:
 - Hamilton Plan
 - Central City Transformation Plan (CCTP)
 - Economic Development Agenda
 - Access Hamilton

Housing Infrastructure Fund (HIF) Update (GM City Growth)

3. The Non-Binding Heads of Agreement has been signed by New Zealand Transport Agency (NZTA), Ministry of Business, Innovation and Enterprise (MBIE) and Hamilton City Council (the first Council to do so).
4. Key deliverable dates outlined in the Heads of Agreement are:
 - Funding Agreement and NZTA Frontloading by 20 December 2017.
 - Detailed Business Case by 20 December 2017.

5. Work has commenced on the financial analysis as part of the growth scenario work for the 10 Year Plan, and initial discussions with developers have also commenced. Auckland, Tauranga, Queenstown, WDC and HCC are working collaboratively across a number of different working groups.
6. The team is aiming to have the final detailed business case ready in November 2017, for Council approval to submit the detailed business case in early December 2017. The NZTA board and MBIE are also required to approve the Detailed Business Cases prior to Ministerial Approval. Ministerial approval by way of signing the funding agreement will be subject to community consultation and Council decision as part of the 10 Year Plan process.

Strategic Regional Collaboration (Executive Director Special Projects)

7. The purpose of this strategic regional collaboration section is to update elected members on the Council's involvement in regional and sub-regional strategic planning partnerships.
8. **Waikato Mayoral Forum**
9. Strategic Outcomes Sought from Mayoral Forum Involvement:
 - The Waikato Mayoral Forum (which includes local mayors and the regional Council chair) is in the process of implementing an integrated work programme over three years which seeks to boost the regional economy and deliver multi-million dollar cost savings through collaboration.
 - The current areas of focus are the Waters CCO investigations, the Policy and Bylaw workstream, the Waikato Road Asset Technical Accord, the Waikato Economic Development Strategy and the Waikato Plan.
10. A summary of the Mayoral Forum meetings is circulated after each meeting, and copies can be located at <http://www.waikatomayoralforum.org.nz>.
11. Regional Technical Specifications:
 - The Regional Infrastructure Technical Specifications (RITS) (based on Hamilton's Infrastructure Technical Specifications) has been released by Waikato Local Authority Shared Services (LASS) for targeted public consultation.
 - The RITS sets standards for design and construction of public infrastructure within the LASS sub-region.
 - Submissions are open for four weeks. Hamilton City Council will continue to collaborate in this initiative and will submit feedback through the consultation process.
12. **Waikato Plan**
13. Strategic Outcomes sought from Waikato Plan involvement:
 - The Waikato Plan defines a long-term strategic direction for the region as a whole;
 - It identifies priorities for action and investment across the Waikato to support economic, social, cultural and environmental wellbeing;
 - It identifies opportunities for working together, and enabling Local Government to communicate with Central Government using 'one voice' to target resources and investment efficiently.

14. Waikato Plan Document

- The final Waikato Plan was adopted by all partner Councils by 2 August 2017.
- The implementation Joint Committee (the Waikato Plan Leadership Group) is being put in place. The membership of the Group will cover:
 - The Independent Chairperson (non-elected member)
 - Local Government – five representatives
 - Tāngata whenua – up to six representatives
 - Business / Community – up to four representatives
 - Government Agencies – up to four representatives (non-voting)
- The five local government members have already been selected. These are:
 - Waikato Regional Council – Alan Livingston (Waikato Regional Council Chair)
 - Hamilton – Mayor or Mayor’s appointee
 - Future Proof – Allan Sanson (Waikato DC Mayor)
 - Eastern Waikato – Toby Adams (Hauraki DC Deputy Mayor)
 - Southern Waikato – Brian Hanna (Waitomo DC Mayor)
- The first Leadership Group is scheduled for 18 September 2017. Implementation details will be finalised in October 2017. The formal launch of Plan has been postponed until after the general election and will be scheduled for November/December.

15. **Future Proof**

16. Strategic Outcomes sought from Future Proof involvement:

- The Strategy is a broad scale, long-term, integrated land-use and infrastructure strategy prepared under the Local Government Act 2002.
- The Strategy provides a framework for co-operatively managing growth and setting goals for future implementation. The importance of Hamilton as the major growth area for the sub-region is a core part of the Strategy.
- The Strategy seeks to ensure the costs and resources required to fund and manage infrastructure, such as transport, wastewater, stormwater, recreation and cultural facilities, are identified and provided for.

17. Strategy Update (Phase One)

- The Future Proof partners have produced a draft Future Proof Strategy May 2017. This updates the Future Proof Growth Strategy and Implementation Plan 2009.
- The draft Strategy was open for public feedback from 12 June 2017 to 21 July 2017. A total of 45 submissions were received. Public hearings took place on 28 and 30 August 2017. Decisions will be made by the Future Proof Joint Committee in October and a final Strategy will be referred back to partner Councils for adoption in November.

18. **Strategic Waters Matters**

19. Strategic outcomes sought from involvement in strategic water issues and processes:

- The interests of Hamilton communities are taken into account.
- Links between the various processes underway in Future Proof, the Waikato Mayoral Forum (Waters CCO investigations), the Healthy Rivers Plan Change, and other strategic waters matters are recognised in an integrated way.
- Statutory requirements for HCC to provide sanitary services and cater for growth are recognised by regional and central government.

20. Water Delivery Model (Waters CCO):

- Hamilton City Council and Waipa District Council have resolved to support a shared waters management company model. Waikato District Council is still in the process of reviewing its position, and has indicated it won't formally have a Council decision until November 2017.
- There are some matters to be discussed between the Councils (via the Governance Group) prior to any public consultation occurring, which will form part of the next stage of the process.
- Subject to agreement being reached between the Councils and a decision to proceed, public consultation on the preferred waters delivery model will either occur with the 2018-2028 draft 10 Year Plan or later this year (Waipa District Council Governance Group have indicated they intend to consult prior to Christmas so that they have a confirmed position to include in their 10 Year Plan).
- The Hamilton Waters Governance Group is meeting on 11 September 2017 to discuss the project.

Access Hamilton Task Force Update (City Infrastructure)

21. The task force met twice since the last Growth and Infrastructure Committee meeting. The minutes from the 12 July meeting are available for Councillors on the network.
22. At the 12 July 2017 meeting there was discussion and development of proposed 10 year targets for the Access Hamilton Programme. The task force agreed the following proposed targets. Staff agreed to develop a draft preferred programme to achieve the 10 year targets. The task force also requested that HCC staff work in partnership with WRC and NZTA to develop a mass transit plan in the 17/18 financial year. This will guide infrastructure and service delivery requirements to achieve the mode share targets.

Access Hamilton Programme targets as agreed by the Task Force

Safety Measures		Current	10 year	30 year
Measure 1: Deaths		5	0	0
Measure 2: Serious injuries, total		45	34	17
Measure 3: Serious injuries, vulnerable users		16	12	6
Growth and Economic Development Measures		Current	10 year	30 year
Measure 1: Access for housing		4,000 hhs	11,638 hhs	33,300 hhs
Measure 2: Intersections where demand exceeds capacity		27	<= 27	
Transport Choice Measures		Current	10 year	30 year
Single car occupancy		80%	70%	TBC
Mode share for alternatives	Bus	3%	7%	TBC
	Walking/cycling	11%	22%	TBC
	%age trips <2km by foot	26%	50%	TBC
Public transport is easy to get to		80% agree	85% agree	TBC

23. The second meeting was held on 29 August 2017. The task force considered the draft preferred programme and discussed prioritisation of activities and alignment with the strategy. It was acknowledged that the preferred programme is subject to ongoing discussion with elected members through the 2018-28 10-Year Plan. It is also noted that the targets may change depending on the programme of work that is eventually funded by all three transport agencies Hamilton City Council, Waikato Regional Council (public transport services) and New Zealand Transport Agency.
24. The task force did not have sufficient time to work through the entire programme and agreed that the conversation would continue at the September 2017 task Force meeting. It was agreed by the Chair and elected members present that the full report to Growth and Infrastructure Committee scheduled for this meeting, be postponed to the 24 October 2017 meeting.

Parking Taskforce Update (City Infrastructure)

25. The task force has met once since the last Growth and Infrastructure Committee. The minutes from the 17 August 2017 meeting are available for Councillors on the network.

26. At this meeting staff tabled a draft public facing communication plan associated with the roll out of the new parking technology and free two hour parking offering commencing from October 2017. Key components of the plan include:
- Flyers and posters
 - Radio advertising (NZME, Mediaworks)
 - Print advertising (Hamilton Press, Hamilton News)
 - Neighbourly advertising (Fairfax)
 - Coverage in City News
 - Social media posts (Facebook)
27. The plan was well received and staff have been asked to include the use of 'Parking Ambassadors' in addition to our parking staff to hand out flyers and generally engage with the public about the parking offering and how to use the mobile app.
28. The installation of the parking technology is well underway and on track to be in place and operational from October 2017.
29. The next taskforce meeting (including parking project update) is scheduled for 6 September 2017.

Financial Considerations

30. There are no financial implications in relation to the information provided in this report.

Legal and Policy Considerations

31. Not applicable. This report is for information purposes only.

Cultural Considerations

32. Not applicable. This report is for information purposes only.

Sustainability Considerations

33. Not applicable. This report is for information purposes only.

Risks

34. There are no known risks associated with this matter.

Significance & Engagement Policy

Significance

35. Not applicable. This report is for information purposes only.

Engagement

36. Not applicable. This report is for information purposes only.

Attachments

There are no attachments for this report.

Council Report

Item 8

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Kelvyn Eglinton
Authoriser: Kelvyn Eglinton
Position: General Manager City Growth
Position: General Manager City Growth
Report Name: Hamilton Central Business Association - Year End report to 30 June 2017

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee regarding the Hamilton Central Business Association's (HCBA) year end report to 30 June 2017 and the strategic plan for 2016/2019.

Staff Recommendation

2. That the Growth and Infrastructure Committee receives the report.

Executive Summary

3. The report is provided in line with the Business Improvement District (BID) policy reporting requirements for annual reports from HCBA.
4. A set of audited financial statements will be available for distribution to the Committee when complete. These are due to be sent to Council by late September 2017.
5. Vanessa Williams (General Manager) and Sarah King (Acting Chair) will be in attendance at the meeting and will speak to this report on both the results from the 2016/17 year and the focus of the HCBA future direction and strategy going forward.

Attachments

Attachment 1 - HCBA Report 12 months to 30 June 2017

Hamilton Central Business Association (HCBA)

Twelve-month report ending 30 June 2017

25/08/2017

1.0 INTRODUCTION

The purpose of the HCBA is to advocate, support and promote the CBD on behalf of its members. During the past six months, January – June 2017, HCBA has been focused on activity that supports this purpose.

Statistical analysis of Hamilton's CBD continues to show favourable results and the central city is the dominant commercial, civic and social centre for the city and region and provides for the majority of the city's workforce. The results have not yet been officially released with the CBD Retail and Office Occupancy Survey data, however it is expected the trend of declining vacancy rates from the first half of the year will continue. Hamilton's Business Economy Growth Indicator Report, August 2017, shows the majority of retail spend is concentrated in the central city and overall the dollars spent there annually has increased from \$559k to \$616k (up 10 per cent).

The commercial sector has identified a continuing demand for smaller boutique retail spaces which supports the start-up or smaller retailer. There is a strong demand for premises with kitchen facilities and the proposed new theatre site has added additional interest to the hospitality precinct in the South End of the CBD. Office space is in demand from smaller businesses outside of the CBD looking to capitalise on CBD facilities of cafes, eateries, restaurants, gyms, retail offerings and other services.

There is a general feeling of activity and modernisation happenings in the CBD contributing to a feeling of positivity and business buoyancy. There are significant commercial developments underway in the city:

- Genesis building on corner of Tristram Street and Bryce Street, due for completion late 2017
- Anglesea Street development, due for completion late 2017
- DHB in to the former Farmers Building, due for completion early 2018
- ASB building on the corner of Bryce and Barton Street, due for completion 2018
- Victoria on the River due for completion 2018
- Sudima Hotel, Victoria Street currently undergoing an upgrade
- Corner of Ward and Victoria Street development is nearly complete

These above developments will see approximately 1,700 workers centrally located in the CBD plus additional customers and clients visiting these businesses.

The residential sector continues to grow on the fringe of the CBD and indications show there is a growing demand for higher quality residential options in and around the city.

Some challenges identified by HCBA members have had movement of the past six months include:

- Parking – two-hour free parking trial to start in the CBD October 2017

- Safety – City Safety Action Plan under review with a positive perception shift identified in the recent members survey and favourable statistics in crime reduction 2016/2017
- Garden Place – concept plan developed to incorporate an upgrade and car parking for consideration in the Long- Term Plan.

Continuing challenges:

- Old building stock in the CBD
- Rejuvenation of the CBD
- Public perception of the CBD

2.0 STATUS REPORT 1 July 2016 – 30 June 2017

HCBA has been very visible and active over the past twelve months in the CBD. The office relocation to the corner of Garden Place and Victoria Street has been extremely positive for the HCBA with being highly visible to the business community as well as central to the activity of the CBD.

2.1 Strategic Plan 2016 - 2019

The HCBA Strategic Plan 2016 – 2019 continues to form the basis of the activity for the HCBA with three key strategic areas of focus defined as business advocacy, business support and business promotion. Within these focused areas HCBA has developed the 2017/2018 Action Plan under five key headings: landscape & design, marketing & promotions, environment & heritage, business improvement and organisation.

2017/2018 ACTION PLAN

- **Landscape & Design**
 - 1 Garden Place redevelopment
 - 2 Parking taskforce and technology development
 - 3 CCTP plans and development
- **Marketing & Promotions**
 1. CCTP revitalisation activities
 2. Retail campaign development
 3. Major event promotion
 4. Hospitality support and promotion
 5. Hamilton Host Programme developed with Tourism Waikato
 6. Sponsorship activities
 7. PR and Social Media strategy development
- **Environment & Heritage**
 1. Town audit
 2. Seismic building review campaign with property owners
 3. Support the arts - activation of empty shops for the creative community
- **Business Improvement**
 1. Advocating on behalf of members
 2. Safety in city

3. Create a CBD economic development profile
4. Collaboration on networking opportunities in the city
5. BID conference engagement

- **Organisation**

1. Continue to raise the profile of the HCBA
2. New business pack
3. CBD Celebration Awards
4. Executive Board Committee development
5. Income stream development
6. Board governance and contributor: Zeal, People's Project, Safe Zone, Safety Action Team contributor, Embassy Park
7. Utilisation of interns to support education sector
8. Secondary School Employment Programme coaching & support

2.2 Governance & Annual General Meeting

The AGM date has been selected as Wednesday 18 October where nominations will be called for the Executive Board. There has been some movement this year in the Board with Kevin Flynn standing down as Chair due to work commitments and Sarah King from the Ambassador Hotel assuming the role as Acting Chair. In addition, Coralie Smith from ASB had to stand down due to no longer being based in the CBD.

New members who have joined the Board:

- Connie Chittick, Westpac
- Glen Stewart, Burns & Farrell
- Karlene Verryt, DV Bryant Trust
- Gemma Slack, Momentum
- Jordan Gleeson, Wintec
- Jordan Schroeder, University of Waikato

Existing members of the Board:

- Sarah King (Acting Chair) – The Ambassador Hotel
- Michael Ibbetson – Rossellini & Shine
- Richard Price – Property Owner Cecil House
- Rod Tombleson – Worldwide Traveller Health

2.4 Significant activities

2.4.1 Communication Channel Review

The HCBA member survey conducted in June 2016 showed over 55% of respondents valued information and support as the highest areas of value from HCBA, closely followed by networking at 46% and advocacy at 34%. HCBA has upgraded and refined communication channels to ensure members feel informed and involved with what is happening in the CBD. The monthly e-newsletter has been redesigned to allow for ease of reading information and a higher uptake of readership. The hamiltoncentral.co.nz website has been redesigned to allow members easier access to information. A closed Facebook page has been set up for

members only for real time information. A new business pack has been developed for distribution in August to include information on HCBA, Hamilton and the benefits of being a business in the CBD. In addition, the HCBA public Facebook page has more than 25,000 likes and is a key promotional tool for many of the businesses in the CBD.

2.4.2 Neat Places

HCBA in collaboration with Hamilton Waikato Tourism and Hamilton City Council, bought the Neat Places team to Hamilton to develop a Neat Places profile. Renowned in New Zealand for being an influencer group of what to do and where to go in a city, this App, Map and Website have garnered a lot of positive feedback.

2.4.3 Networking and Collaboration

HCBA has hosted ten BA5s in the past year with attendance ranging from 40-80 members. In addition, HCBA has collaborated with H3, Hamilton Waikato Tourism, Chamber of Commerce, Property Council, Export New Zealand and Hamilton City Council multiple times over the past year to host events. This has worked extremely well to be able to offer our membership a wider pool of opportunities and reduces the duplication of activities in the city. Collaboration, particularly in business events, is a key focus for HCBA going forward.

2.4.4 Safety in the City

Safety in the CBD is a key area of concern for the HCBA and we regularly meet with members of the HCC Safety Action Plan group to ensure members concerns are heard. In addition, HCBA have organised for the Police to hold quarterly member drop in sessions at the HCBA office to discuss any concerns the businesses in the CBD may have. The HCBA continue to be an active member of the Safe Zone Governance group and potential events this concept could be expanded to include.

3.0 GOING FORWARD

3.1 Collaboration Projects

Hamilton Host (name to be confirmed)

HCBA and Hamilton Waikato Tourism have signed with New Zealand Tourism to develop a Hamilton Host campaign, like the Ambassador Programme developed by Queenstown Resort College. The programme will provide information and highlights about the city to local business groups in the form of a delivered course, building awareness of Hamilton, key stats and creating passionate ambassadors for the city.

City Attraction Campaign

A business led city attraction campaign to talent in to the city. Bringing the city to life by looking at the people behind the businesses. This personal touch will bring some additional vibrancy to an infrastructure led economic development strategy. In conjunction with local property developers, commercial estate agents and human resource businesses, HCBA would like to develop the stories of the city.

3.2 Governance and Support

The HCBA sits on the following groups in a Governance role or supportive capacity to ensure member views are heard and represented. Representation on these groups ensures the HCBA can advocate on behalf as members as required.

- Contributor to Safety Action Plan
- Safety Comes First Group - Safe Zone
- The People's Project
- Zeal Advisory
- Embassy Park Trust Group & Embassy Park Working Group

3.3 CBD Celebration Awards

The CBD Celebration Awards will be held in September showcasing a new look and feel. With the primary aim of celebrating the CBD, the awards will be judged by a panel of key Hamiltonians based on a submitted written online entry. Two set of awards will be run this year with the first following traditional award style called the Success Awards and the second is around recognising businesses and events that have contributed to the CBD revitalisation. These awards, known as the Best Awards, will be judged by the HCBA Executive Board.

4.0 RECOMMENDATION

The HCBA recommends this report be received by Hamilton City Council.

Sarah King, Acting Chair, Hamilton Central Business Association

ACCOUNTS

Annual income July 2016 to July 2017

\$327,932

Annual spend July 2016 to June 2017

\$337,880

Please note the additional expenditure relates to the recruitment and hiring of a new General Manager for the Hamilton Central Business Association.

Account balances at 30th June 2017

00 Account - \$7,320.51

01 Account - \$4,703.20

50 Account - \$60,421.51

Council Report

Item 9

Committee: Growth and Infrastructure Committee
Date: 12 September 2017

Author: Sean Murray
Authoriser: Sean Murray

Position: General Manager Venues, Tourism and Major Events
Position: General Manager Venues, Tourism and Major Events

Report Name: Hamilton and Waikato Tourism Limited - Year End report to 30 June 2017

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee regarding the Hamilton and Waikato Tourism (HWT) Year End report to 30 June 2017.

Staff Recommendation

2. That the Growth and Infrastructure Committee receives the report.

Background

3. HWT is a subsidiary company of Waikato Regional Airport Limited.
4. The report is provided as a condition of HWT's three-year service level agreement with Council for 2015 to 2018 (aligned to the 10-Year Plan). A copy of HWT's Schedule of Services 2016-17 is attached for the Committee's information.
5. HWT is supported by six other councils with a total funding pool across all partner Councils of \$1,215,000. The following table provides a contribution breakdown from the partnering councils. HWT also raises funding contributions and leverages its partnerships with private sector interests.
6. Table 1: Council funding of Hamilton and Waikato Tourism:

Council	Annual Funding
Hamilton City Council	\$585,000
Waipa District Council	\$150,000
Waikato District Council	\$150,000
Matamata-Piako District Council	\$150,000
Otorohanga District Council	\$ 60,000
South Waikato District Council	\$ 60,000
Waitomo District Council	\$ 60,000
Total	\$1,215,000

7. HWT's Chief Executive Jason Dawson will be present at the meeting to speak to the report and answer any questions.

Attachments

Attachment 1 - Hamilton and Waikato Tourism Limited - Schedule of Services 2016-17

Attachment 2 - Hamilton and Waikato Tourism Limited - Year End Report to 30 June 2017



Schedule of Services for Local Government

2016-17



Hamilton & Waikato Tourism Schedule of Services 2016-17 – Pg. 1

Attachment 1

Item 9

Hamilton & Waikato Business & Marketing Plan/ Schedule of Services 2016-17

Introduction

Tourism contributes \$29.8b of visitor expenditure to the New Zealand economy, an increase of 10% on the previous year (MBIE March 15). The industry is experiencing exceptional growth with visitor arrivals and expenditure at its highest level ever. It is now New Zealand's largest export industry.

The Hamilton & Waikato region has shared in this growth with visitors generating \$1.23b of expenditure, up 7% on the previous year. International visitors spent \$230m and domestic visitors \$1b, supporting an estimated 8,000 full time jobs.

Hamilton & Waikato Tourism (HWT) is the region's official tourism organisation. HWT's aim is to market the region as an appealing place to visit in partnership with the tourism industry. HWT is funded by the region's seven local authorities, and in 2015/16 received an increase in funding to focus on destination management and product development activities.

HWT will receive \$1,215,000 from local government which will be leveraged with another \$400,000 of investment from tourism operators and other stakeholders.

In September 2014, HWT developed a Regional Visitor Strategy which aims to improve the performance of the region's tourism sector and grow visitor expenditure to \$1.35b over ten years.

During 2015-16, a Tourism Opportunities Plan (TOP) was developed to identify opportunities for enhanced visitor experiences across the region. The TOP sets the direction and priorities for HWT's development work over the next three to five years. In addition, primary research has been undertaken into the region's domestic market providing valuable insights to inform HWT's domestic marketing and product development activities.

Hamilton & Waikato Tourism's Core Purpose is: (aligned to HWT Statement of Intent)

- To promote the Hamilton & Waikato region as an appealing destination to international and domestic visitors in order to deliver economic benefits to the region's communities
- To grow visitor nights and expenditure
- To grow the number of business events and market share of delegate days
- To support the tourism industry to develop and deliver quality visitor experiences
- To maintain and strengthen support for the visitor sector through partnerships with local government, the visitor industry and the wider community

Hamilton & Waikato Tourism Vision (Tourism Opportunities Plan)

The Waikato River is the lifeblood of the region that has embraced visitors, is recognised for its Manaakitanga and is alive with visitors enjoying authentic experiences, journeys and communities.

Target Markets

HWT's aim is to improve awareness, change perceptions and build demand in target markets focused on overnight stays.

The majority of HWT's marketing funds are invested into the domestic market through domestic campaign activity and the business events sector. International marketing is undertaken in partnership with Tourism New Zealand and the Explore Central North Island (ENCI) regions. The focus is primarily on tourism trade and media. A \$1.4m campaign is also undertaken in Australia in partnership with TNZ and neighbouring regions.

1. New Zealand
Target Markets: Auckland, Waikato, Taranaki, Wellington and Christchurch (fly markets)
2. International Markets
Target Markets: Australia, UK/Europe, USA, China

Performance Targets 2016-17

Measure	Data Source	Frequency	Indicator
Visitor nights	Commercial Accommodation Monitor (MBIE)	Monthly Annually	<ul style="list-style-type: none"> • 5% increase of total visitor nights • Vs national
Visitor spend	Regional Tourism Estimates (MBIE)	Monthly/Annually Annually	<ul style="list-style-type: none"> • 5% growth in total tourism spend in HW area
Visitor awareness and perceptions	Domestic Net Promoter Score (Fresh Info Company/AA Traveller)	Annually	<ul style="list-style-type: none"> • Total - Improve by 3 points • Waikato residents by 3 points

Business Events	Convention Activity Survey (MBIE)	Quarterly Annually	<ul style="list-style-type: none"> Grow market share of total events from 9% to 10%
Website traffic	Google Analytics	Annually	<ul style="list-style-type: none"> 20% increase of visits on previous year
Industry investment	HWT Accounts	Annually	<ul style="list-style-type: none"> \$400K target
Return on investment	Regional Tourism Estimates (MBIE)	Annually	<ul style="list-style-type: none"> Total visitor spend per dollar of HWT spend (calculated as RTE spend / HWT spend).

HWT's strategic priorities will be delivered via the following work streams.

Destination Marketing

- International Marketing
- Domestic Marketing
- Convention Bureau
- Digital Marketing

Destination Management

- Industry & Product development
- Stakeholder Relationships

International Marketing

HWT's international marketing activity is primarily undertaken in partnership with Tourism New Zealand and the collective of central North Island regions/RTOs known as Explore Central North Island (ENCI). This collaboration enables the region to leverage financial and people resources to greater effect in these highly competitive markets. HWT is responsible for supporting Tourism New Zealand's tourism trade, media and business events activity in our region. The overarching strategic objective is to secure at least one night in the HW region as an alternative to Auckland or Rotorua. Activity is centred on three key areas.

1. Australian Campaign
2. International trade famils & training

3. International media famils & hosting

Objectives

- To position the H&W region as a key destination in the Central North Island and New Zealand visitor proposition
- To leverage the region's international icons to improve regional awareness and visitor spread
- To grow international visitor nights and spend
- To increase the number of H&W products featured in trade itineraries, wholesaler promotional material (brochures and websites) and booking systems
- To increase profile of the region through Tourism New Zealand's International Media Programme (IMP)

Target Markets

Primary	Secondary
Australia	China
UK/Europe	South East Asia/India
USA	Japan

Action	Delivery lead	Partners	Timeframe
Consumer			
Participate in Central North Island Cycling & Mountain Biking initiative (RideNZ) to position the H&W region as a premium cycling and mountain biking destination – Markets: Australia/US	Tourism Marketing Network (TMN)	CNI Regions/RTOs/TNZ	On going
Participate in 'North Island' joint venture campaign with Tourism New Zealand and RTO collective – Market: Australia	Tourism New Zealand (TNZ)	Upper and Central North Island 6 Regions Travel trade Tourism operators	July – August 2016
Distribute e-newsletter to AU consumer database	HWT		3 times per year
Participate in the World Masters Games and Lion's Tour Local Organising Committee with a focus on trade & media to encourage visitor/spectator nights & spend in the region	HWT	WMG, TNZ, LOC	As required leading up to April

Trade				
	Participate in Explore Central North Island (ECNI) RTO collective trade marketing activity	ECNI Coordinator & HWT	ECNI Coordinator & HWT	On going
	Participate in trade training through famils and attendance at trade events - TRENZ, RTO/IBO Event, TNZ Aussie Insights (AU), Middle-earth Trilogy Event (AU), sales calls (AU - in conjunction with several ECNI partners), IBO sales calls	TNZ HWT Operators	ECNI Regions, Tourism operators	Ongoing
	Attend Explore Central North Island Expo trade event (inbound agents) with region's tourism operators	ECNI Coordinator & HWT	Tourism Operators	April 2017
	Host travel trade famils in the region through Tourism NZ or travel wholesalers	HWT	TNZ Travel trade Tourism Operators	Ongoing
	Distribute e-newsletter to national and international travel trade database	HWT		4 times per year
Media				
	Participate in Tourism New Zealand's International Media Programme – pitching content and hosting media outlets	TNZ, HWT	Operators	Ongoing
	Distribute e-newsletter to local, national and international media contacts	HWT		4 times per year

Domestic Marketing

Introduction

Domestic visitors make up 80% of the region's guest nights and contribute \$1b to our region's economy (MBIE March 2015). Approximately 62% of visitors are visiting family and friends (Fresh Info YE Dec 2015) therefore, Waikato residents have a key influence over what their guests see and do.

For some time the region has underperformed in domestic visitor expenditure in comparison to national trends. The region suffers from a poor perception and lack of awareness of what the region has to offer as a visitor destination, along with limited commercial experiences aimed at domestic visitors.

What people know and how they feel about the region has a significant influence on their intention to visit. Building awareness, changing perceptions, and providing 'reasons to visit' is a key focus of HWT. Engaging Waikato residents and developing stronger marketing strategies are two key strategic priorities for HWT aimed at addressing the situation.

Tactical strategies will include continued implementation of 'Explore Your Own Backyard' campaigns targeting local residents and increased PR activity. External campaign activity will be based on the region's core strengths such as walking, cycling, nature based experiences, and support and leveraging of key events and high performance sport e.g World Masters Games. This year HWT will introduce a set of themed "journeys" as outlined in the Tourism Opportunities Plan. The recently completed domestic research will guide campaigns and enable a more targeted and effective approach.

Domestic promotional activity will be undertaken with partnership investment from tourism operators.

Objectives

- To build awareness and improve perceptions of the region as a visitor destination within clearly defined target markets
- To grow guest nights and spend
- To more effectively engage local residents as hosts and key influencers
- To support & leverage key events and sectors to increase visitor length of stay and spend
- To introduce a series of themed "journeys" to encourage wider regional spread

Target Markets

- Auckland, Waikato, Taranaki
- Fly Markets Wellington, Christchurch
- Focus on visitors with "reasons to come" and special interest activity (Sport, Events, Cycling, Walking, Nature)

Action	Delivery lead	Partners	Timeframe
Participate in the Central North Island Cycling & Mountain Biking initiative (Ride NZ) to achieve greater profile and market share	HWT	CNI regional partners	Ongoing
Scope support for "locals" initiative with industry to provide deals and incentives for local residents during off peak seasons	HWT	Tourism Operators	Shoulder / off season
Partner with tourism groups/clusters on JV promotions	HWT	Cluster Groups	TBC
Participate in national domestic research project with fellow RTOs	HWT	Colmar Brunton	July – October
Produce official Hamilton & Waikato Regional Visitor Guide (Dec)	HWT	I-SITes	July-November 2016

Action	Delivery lead	Partners	Timeframe
		Tourism Operators	
Undertake domestic advertising in publications to leverage campaign and media activity/profile	HWT		As required
Undertake 2 Explore Your Backyard campaigns	HWT	Tourism Operators	Summer 2016 & Winter 2017
Undertake 2 Short Escape campaigns in partnership with tourism operators	HWT	Tourism Operators	Spring 2016 & late Summer-Autumn 2017
Undertake 1 Fieldnights campaign in partnership with tourism operators. Consider attendance at Fielddays based on 2016 evaluation	HWT	Tourism Operators	Winter 2017
Continuation of promotion into the Chinese community in Auckland	HWT	Tourism Operators	Ongoing
Profile events across region through digital media channels & visitor guide	HWT	Event organisers	Ongoing
Partner with key events with potential to increase visitor length of stay and spend in the region	HWT	Event operators	As scheduled
Continue to profile region within key media outlets (local and national) through pitching and hosting and distribution of monthly events advisory and e-newsletter (4x per year)	HWT	Media providers	Ongoing
Partner with Airport and Airline(s) to grow domestic visitation through the gateway	HWT/HA	Airlines	TBC
Distribute e-newsletters to 'local residents' as well as 'rest of NZ' consumer databases	HWT		4 times per year

Convention Bureau – Business Events

Introduction

The Business Events sector (Meetings, Incentives, conferences and exhibitions – MICE) is a key element of the H&W marketing strategy. Business delegates are high spending visitors with an estimated expenditure averaging \$350 per night for international delegates and \$509 per night for domestic delegates (MBIE Convention Activity Survey). This is significantly higher than both international and domestic leisure visitors.

The benefits of business events flow well beyond the conference or meeting and include pre and post activities, off site events (team building/dinners) transport, accommodation, food and beverage, technical support etc. Business events are also effective in bringing people to a region in the first instance and contribute to our objective of improving perceptions, generating positive word of mouth and repeat visitation. They also bring people together to exchange knowledge and ideas, build relationships and in the longer term enhance investment and talent flows, all critical drivers of economic growth and prosperity for the Waikato.

The H&W region currently sits fourth behind Auckland, Wellington and Christchurch for market share of delegate days. This is a highly competitive sector with significant convention centres in various stages of development in four regions across New Zealand. It is therefore important that we maximise the opportunity this sector presents at this point in time.

Objectives

- To grow number and market share of events hosted
- To continue to build awareness & appeal of the H&W region as a business events destination
- To increase number of leads and conversions for the sector & region
- To support the industry to develop & deliver quality products & experiences that meet client expectations
- Hamilton & Waikato Bureau acts as an independent & impartial facilitator between partners and buyers
- Hamilton & Waikato Bureau is seen as a valued facilitator of business event opportunities by CB partners

Target Markets

- Multi day conference business is the main focus and secondary meetings/seminars and incentives (given they generate overnight stays)
- All sized Associations and Government agencies
- Small to medium corporates
- Professional Conference Organisers and Destination Management Companies
- Activities & sectors aligned to regions economic strengths – Agriculture, Manufacturing, Equine, Aviation, Academia, High Performance Sport

Action		Delivery lead	Partners	Timeframe
2016 Activity	Assist with the coordination of the CINZ Conference 13-14 October 2016 and manage pre-conference activities	CINZ		Oct 2016
	Support Tourism New Zealand's business events programme to increase success rate of attracting international conferences. Participate in Conference Assistance Programme where appropriate	HWT/ TNZ	Bureau Partners	On going
	Develop relationships with key business sectors to leverage value through business and delegation hosting, field, education trips	HWT	Chambers of Commerce, NZTE	On going

	Produce promotional collateral (print and digital) to support CB operations and business events activity – directory, imagery, sales sheets/tools	HWT	Digital/print agencies	July-Nov 2016
	Facilitate at least one joint international conferencing event with Tourism New Zealand	HWT	Tourism NZ	April 2017
	Undertake sales calls in five key New Zealand target markets: Auckland, Wellington, Waikato, Bay of Plenty and Taranaki, Palmerston North	HWT	Bureau Partners	On going
	Coordinate at least three hosted client events in various New Zealand markets: Auckland, Hamilton and Wellington	HWT	Bureau Partners	On going
	Coordinate "Showcase Waikato" for internal buyers/conferences	HWT	Bureau Partners	May 2017
	Coordinate at least one mega famil for national buyers	HWT	Bureau Partners	Dec 2016
	Coordinate pre-MEETINGS famil for Australian buyers	HWT	CINZ	June 2017
	Coordinate Tourism New Zealand famils as required and appropriate	HWT	Tourism NZ	On going
	Coordinate individual/group client famils and hosting of clients as required	HWT	Bureau Partners	On going
	Attend and coordinate regional presence at key trade show events <ul style="list-style-type: none"> • AIME Australia • Convene • Meetings • Associations National Conference Australia • PCO Conference Australia 	HWT & Convention Incentives NZ	Bureau Partners/	Feb, Apr, Jun, Aug, Nov 2017
	Investigate and secure PR opportunities with identified media outlets	HWT		Ongoing
	Write and distribute 4 client newsletters to client database and updates to partners	HWT	Bureau Partners	Sep 16 Dec 16, Mar 17, Jun 17
	Organise four Partner Update networking events	HWT	Bureau Partners	Sep 16, Dec 16, Mar 17, Jun 17
	Participation in the Convention Activity Survey (MBIE)	HWT		

Digital

Introduction

Digital channels are widely used to research, plan and book travel. Digital marketing allows targeted messages to be delivered to specific market segments at a much lower cost than traditional mediums. HWT manages a range of digital platforms. Hamiltonwaikato.com is the primary portal for Waikato enquiries and "call to action" for HWT's marketing and promotional activities. HWT will ensure that all its content is relevant and engaging, optimised for both desktop and mobile devices and that all digital channels are maximised and performing well.

Objectives

- Hamiltonwaikato.com is the region's main portal for visitor information
- To provide an attractive, effective and user-friendly platform for HWT's marketing & communications
- To provide relevant & up to date content to consumers, tourism trade, media & industry
- To provide comprehensive tourism operator information that encourages greater conversion & purchase of visitor experiences
- To utilise a range of social media platforms to increase profile & engagement with target audiences

Action	Delivery lead	Partners	Timeframe
Integration of Chinese language website	HWT	Terabyte	Dec 16
Benchmarking – annual review of current performance and strategy for growth/development	HWT	Digital agencies	Ongoing
Ensure hamiltonwaikato.com is performing effectively through: <ul style="list-style-type: none"> • Benchmarking against historical performance, peers etc • Quality & new content - written, imagery, videos • SEO/SEM • 'Beyond the click' metrics • Social media channels – Facebook, Twitter, YouTube, Instagram 	HWT	Digital Agencies	Ongoing
Support 3 rd party websites with content including newzealand.com and ensure H&W operators are well represented online incl Tourism NZ	HWT	Tourism New Zealand i-SITES Operators Media Trade	Ongoing

Action	Delivery lead	Partners	Timeframe
		Events	
Continue to undertake a linking strategy (to other key websites)	HWT	Key stakeholders	Ongoing
Trade, media, Chinese language & industry sites maintained & updated	HWT		Ongoing

Industry and Product Development

Introduction

The H&W region's long term success as a destination depends on its ability to achieve critical mass of high quality visitor infrastructure and compelling experiences and products. This will be achieved through the expansion of new experiences that leverage H&W's competitive advantages.

A key focus for 2015-16 has been the completion of the Tourism Opportunities Plan (TOP) to identify future opportunities for development across the region. The TOP sets the direction and priorities for HWT's work over the next three to five years. HWT will work alongside the public and private sectors to facilitate/progress the development opportunities as identified. A more detailed work plan will be distributed in July/August.

In addition, HWT will continue to provide broader support to the visitor sector through business and tourism cluster groups, provide regular dissemination of relevant information, and facilitate opportunities for operator networking and development.

Objectives

- To identify and facilitate opportunities for new and enhanced visitor infrastructure and experiences to strengthen the region's visitor proposition
- To provide up-to-date industry information and research
- To provide opportunities for industry collaboration & networking
- To provide opportunities for operator up-skilling & development

Action	Delivery lead	Partners	Timeframe
Industry Development & Communications			
Facilitate regular industry events <ul style="list-style-type: none"> • Tourism conference (1) • Tourism symposium/networking event (1) 	HWT	Industry/Stakeholders	Nov 16 & April 17

Action		Delivery lead	Partners	Timeframe
	Provide regular industry communications <ul style="list-style-type: none"> • Via Hamiltonwaikato.com/industry • Industry newsletters • Industry events 	HWT		Ongoing
	Continue key actions as outline in i-SITE Charter <ul style="list-style-type: none"> • Cross selling event (1 per annum) • Visitor Guide coordination, selling, promotion • Regular communication (bi-monthly newsletters) 	HWT & i-SITE Network	Individual i-SITEs	
	Coordinate operator capability building opportunities <ul style="list-style-type: none"> • Travel trade • Digital • China Market • Health & Safety 	HWT	Industry specialists	On going
	Provide sector information and support referrals for new and existing tourism operators	HWT	Tourism Operators	On going
Product Development				
	Facilitate the implementation of the Tourism Opportunities Plan in partnership with the public and private sectors. Work plan to follow in July/August.	HWT	Local Govt/Private Sector, other stakeholders	July/August – then Ongoing
	Leverage high performance sport as a driver of visitation through increased engagement and promotional support e.g Masters Games, Lions Tour	HWT	Sporting bodies/event organisers	As scheduled
	Provide input into local govt plans and strategies for future growth of the region's sector	HWT	Local Govt	Ongoing
	Provide facilitation and support for business and tourism cluster groups who have a desire to grow and develop their visitor offering	HWT	Cluster groups	Ongoing
	Identify and prepare applications for funding to progress development projects and feasibility and business case activity	HWT		Ongoing

Action		Delivery lead	Partners	Timeframe
	Provide information and business development assistance as required to a range of interests within the industry	HWT		Ongoing
	Provide timely collation/dissemination of visitor data and research to HWT team, industry and stakeholders	HWT	MBIE	Ongoing

Stakeholder Relationships

Local government and central government agencies (e.g. Department of Conservation) have a critical role to play in the growth and development of the visitor sector. The H&W region's local/regional government(s) collectively have significant influence over many of the environments that visitors spend time in (demand side perspective), and also develop and enforce the planning and regulatory frameworks that tourism operators must comply with (supply side perspective). Public sector support is therefore a critical success factor for the growth and development of the tourism industry in the region. The H&W region's city and six districts have supported HWT since its inception in 2011 and more recently provided additional funding to enable HWT to increase its current activities as well as expand its scope into product development. It is through this collaborative approach that HWT is able to generate significant investment from tourism operators, resulting in further leverage of local government's investment and a strong and successful public/private partnership between all parties.

Objectives

- To maintain strong relationships and deliver value to HWT local government, central government & the tourism sector partners
- To continue to raise the profile of the visitor economy as a key economic contributor to the region
- HWT is recognised and valued as a high performing lead organisation within the tourism industry and wider HWT community
- To develop & implement business partnership programmes that are supported by the tourism industry
- To represent the region's interests at national level through events, forums and organisations
- Documentation prepared, distributed and approved within required timeframe by shareholder and partner councils
- Reporting requirements completed, received and approved by shareholder and partner councils in timely manner
- Industry support and investment maintained in top 5 regions in New Zealand (RTONZ Survey)

Action		Delivery lead	Partners	Timeframe
	Production of key documentation for stakeholders: <ul style="list-style-type: none"> • Statement of Intent • Service Level Agreement / Schedule of Services 	HWT	WRAL, Councils	Feb-May 2017

Action		Delivery lead	Partners	Timeframe
	Preparation of partnership programmes <ul style="list-style-type: none"> • Leisure, trade, media • Convention Bureau 	HWT	Tourism operators	April – May 2017
	Reporting to stakeholders: <ul style="list-style-type: none"> • Funding Councils – six month & yearly • Hamilton Airport (parent company) quarterly, annually • Industry – bi-annually • Council Representative Committee meetings (bi-annually) • Industry Advisory Group meetings (three – four times) • Interim & Annual Report against SOI (WRAL) 	HWT		Ongoing
	Reporting re campaigns & activities to tourism partners	HWT		As campaigns completed
	Regional Representation at national level <ul style="list-style-type: none"> • Explore Central North Island • Tourism Industry Association of New Zealand • Tourism New Zealand • Ministry of Business, Innovation and Enterprise 	HWT		Ongoing

2016-2017 Annual Report to Hamilton City Council
Year ending 30 June 2017

Executive Summary

Hamilton & Waikato Tourism (HWT) is the region's Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend. HWT is funded through a public/private partnership with the region's seven local authorities and the tourism industry.

New Zealand's tourism industry is experiencing exponential growth with international visitor arrivals and expenditure at its highest level ever. The Hamilton and Waikato region has shared in this significant growth.

Recent data released by the Ministry for Business, Innovation and Employment (MBIE) show the region's visitor expenditure has climbed to \$1.442 billion for the 12 months ending June 2017, an 8% increase on the previous year. Hamilton and Waikato is the fifth largest region by expenditure behind Auckland, Christchurch, Queenstown and Wellington.

Currently international visitors contributed an estimated \$364 million to the region, while domestic spend delivered \$1.08 billion. Commercial guest nights are also growing with an estimated 7.36 million guest nights in the region (year ending June 2017), an increase of 6.3% on the previous year.

Governance & operations

Jason Dawson was appointed Chief Executive Officer to Hamilton & Waikato Tourism Limited (HWT) following the departure of Kiri Goulter. Jason joined the organisation in August 2016.

Amber Doughty joined the organisation in July 2016 as its new Administration & Marketing Assistant.

Graeme Osborne retired from the HWT Board in October 2016 and Annabel Cotton was appointed Chair in November 2016.

Karleen Turner-Puriri and Malcolm Phillipps were appointed as directors from 1 January 2017. They join Don Scarlet (Mercury), Simon Douglas (AA New Zealand) & Mark Morgan (Hamilton Airport) on the Hamilton & Waikato Tourism board.

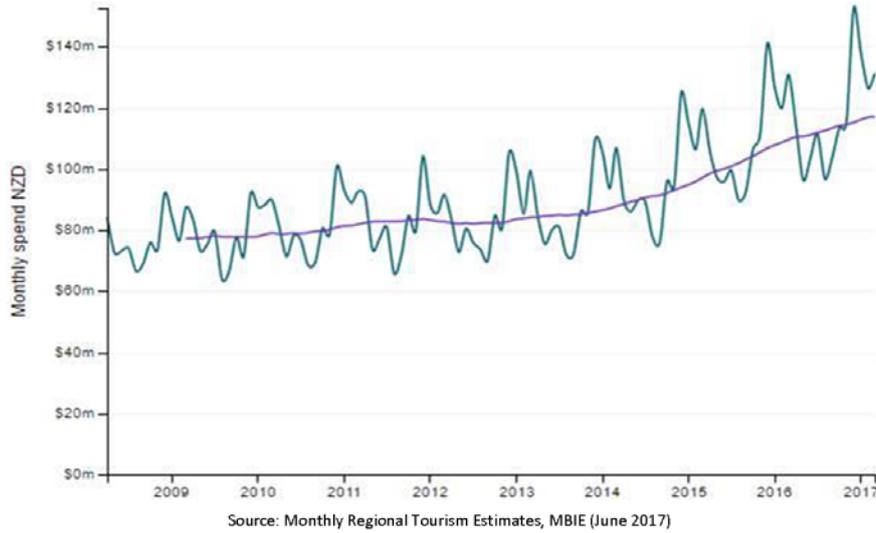
Performance targets

Hamilton & Waikato Tourism (HWT) have seven performance targets which are set in the 'Schedule of Services for Local Government 2016-2017'. HWT and the sector have performed well in the previous 12 months (1 July 2016 to 30 June 2017).

Measure	Result
 Visitor nights 5% increase of total visitor nights' vs national	 6.3% for Hamilton & Waikato 3.7% national growth rate (Year ending June 2017)
 Visitor spend 5% increase in visitor spend across the region	 8% increase on previous year \$1.442 billion annual expenditure (Year ending June 2017)
 Conventions & business events Grow market share of business events from 9% to 10%	 10% market share Third largest region behind Auckland & Wellington (Year ending June 2017)
 Visitor awareness & perceptions Improve by 3 points, including Waikato residents	 -1 Previous results: 2015 (-6) & 2016 (-3) 2017: Holiday +32; VFR -7; Business -32; Other -7
 Website: hamiltonwaikato.com 20% increase in website visits on previous year	 8.28% increase on previous year (1 July 2016 – 30 June 2017)
 Industry investment \$400,000 of industry contributions towards marketing activities	 \$453,338 international & domestic partnerships, trade show investment, famil in-kind contributions and visitor guide sales (Year ending June 2017)
 Return on investment Total visitor spend per dollar of HWT spend	 \$1,092 Visitor spend per dollar of council funding \$0.90c Commercial guest nights per dollar of council funding (Year ending June 2017)

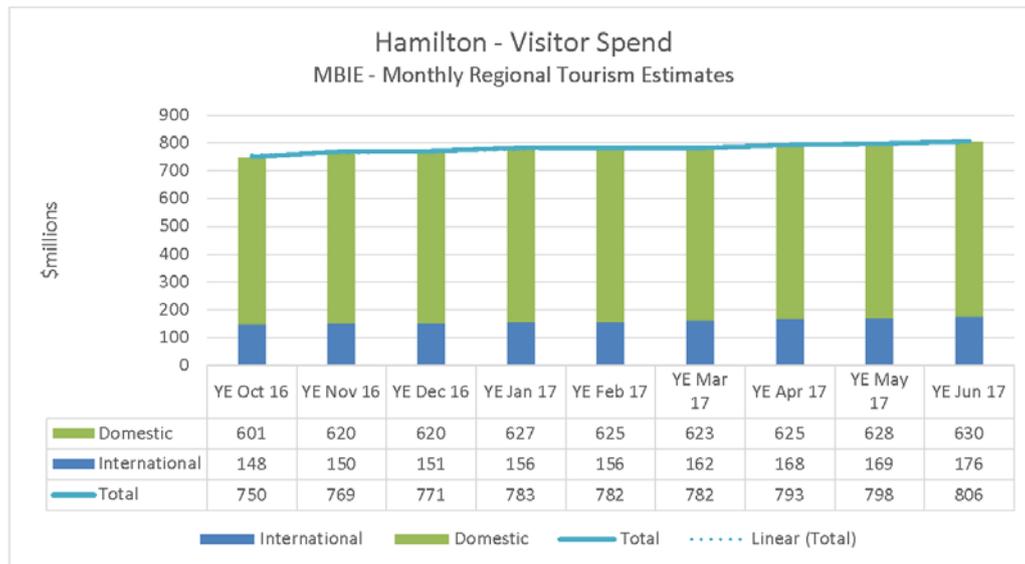
Visitor statistics and expenditure

Hamilton & Waikato Regional Tourism Organisation Historical spending pattern

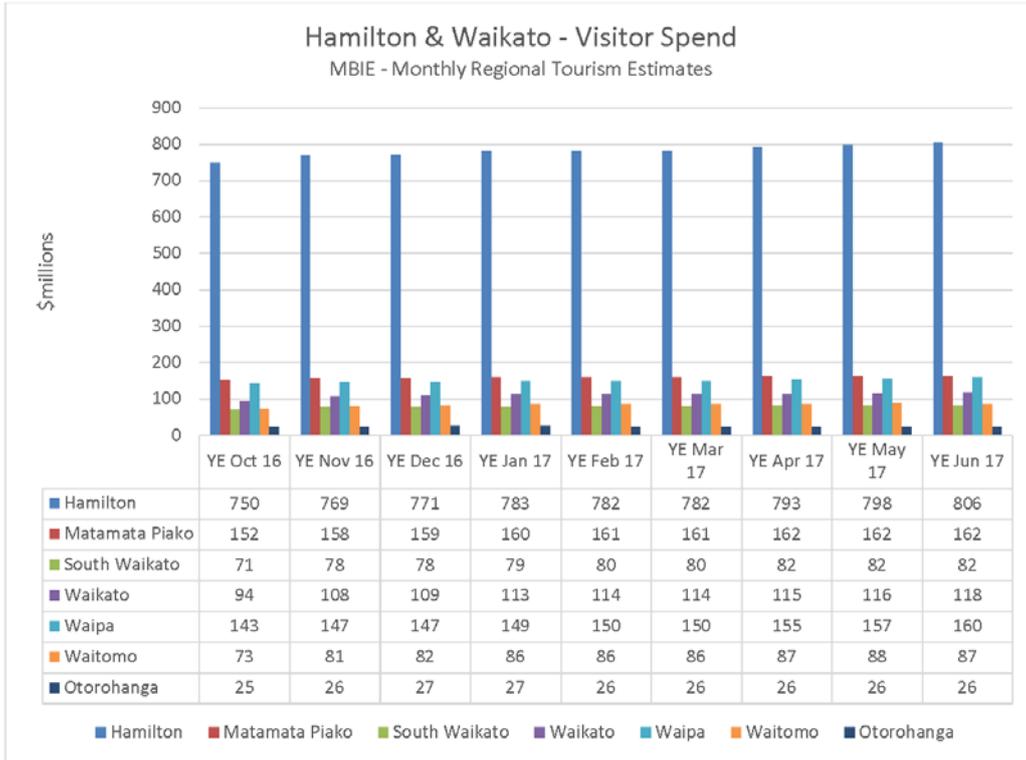


Visitor expenditure in Hamilton

Visitor expenditure data is measured by the Ministry of Business, Innovation and Employment (MBIE) in the Monthly Regional Tourism Estimates (MRTE). Data was originally captured at a regional level only. However, from September 2016 we can now provide data at a territorial local authority level.

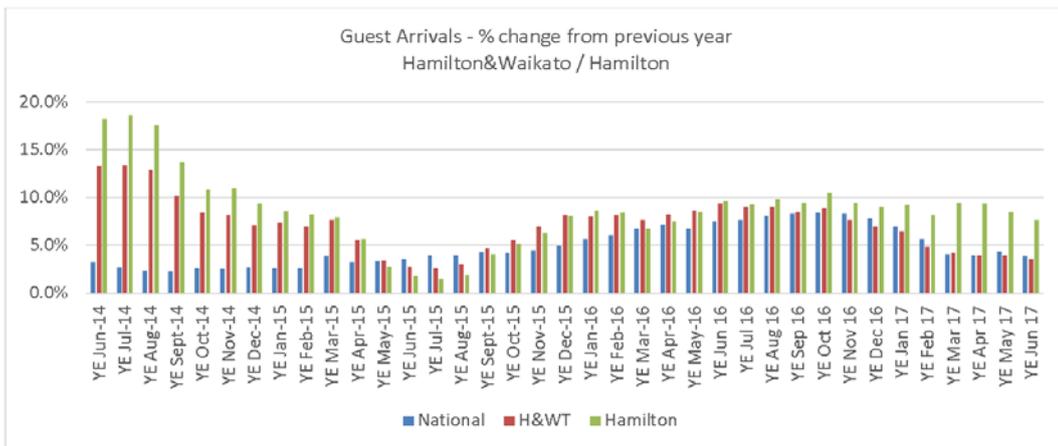


A comparison of visitor expenditure data for Hamilton against the rest of the Hamilton & Waikato Tourism region is provided below.



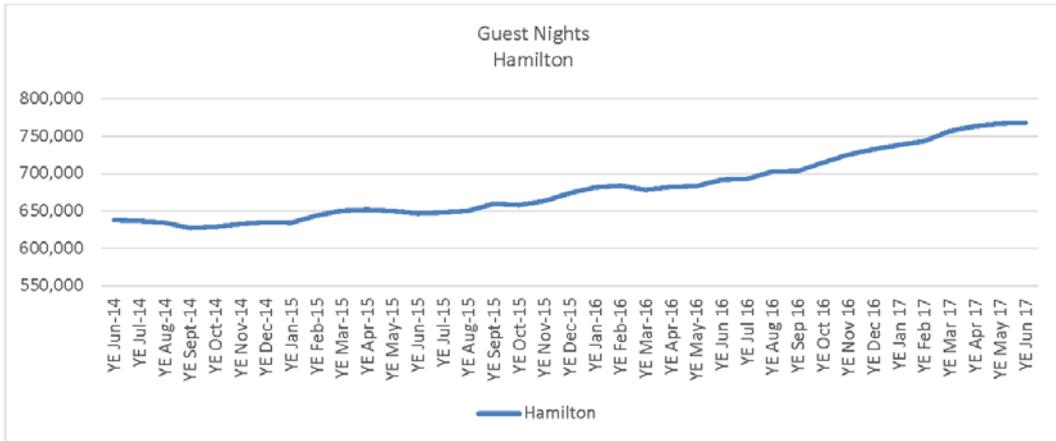
Source: Monthly Regional Tourism Estimates, MBIE (June 2017)

Following a period of slow growth in 2015, guest nights have increased over 2016 in Hamilton. Guest nights have also remained buoyant throughout the shoulder season in 2016 and have climbed during the first six months of 2017.



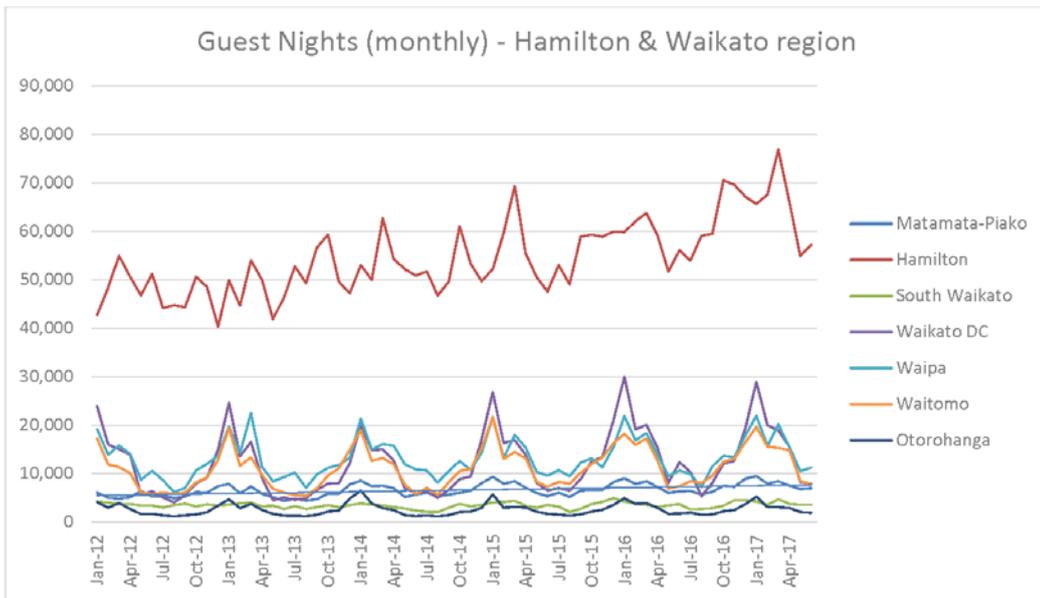
Source: Commercial Accommodation Monitor, Statistics NZ (June 2017)

Commercial guest nights (hotels, motels, backpackers & holiday parks) for Hamilton continued to grow and peaked at 767,808 (year ending June 2017). The trend continues to show strong growth and investment opportunities for commercial accommodation in Hamilton.



Source: Commercial Accommodation Monitor, Statistics NZ (June 2017)

A comparison of monthly commercial guest nights across the Hamilton & Waikato regional tourism area between January 2012 to May 2017 is provided below. Based on the significant amount of commercial accommodation in Hamilton, the city leads the monthly guest nights year on year.



Source: Commercial Accommodation Monitor, Statistics NZ (June 2017)

Leisure Marketing

DOMESTIC MARKETING

Short Escapes Campaigns

During October 2016, our first Short Escapes domestic campaign of the year ran in our key markets of Auckland, Wellington, Christchurch, as well as neighbouring regions Bay of Plenty and Taranaki. The second Short Escapes consumer campaign, and HWT's largest domestic campaign for the year, commenced in late January and ran through to Easter 2017. The campaign was designed to encourage consumers in external domestic markets (drive and fly) to take a short break in the region, with a focus on outdoor activities, summer events and partner operator experiences. The campaign consisted of both online and offline activity including Google display advertising, search advertising, social media activity, e-newsletters, print, broadcast (The AM Show), cinema and influencer marketing.

Explore Your Own Backyard Campaigns

The first Explore Your Own Backyard campaign took place in December 2016, encouraging locals to explore the Hamilton & Waikato region over the Christmas period. The second round of the campaign was undertaken in May-June 2017 to focus on exploring the region in the winter months and during the July school holidays.

Hamilton & Waikato Regional Visitor Guide

The 2017 Official Hamilton & Waikato Regional Visitor Guide was published in December 2016 and distributed through New Zealand i-SITES, airports, national and international trade shows, Tourism NZ off-shore offices and conference delegate packs. The guide operates on a cost-neutral basis with advertising sales paying for production and distribution.

Major Events

HWT worked in partnership with Waipa District Council and Hamilton City Council to support the Waipa component of the World Masters Games (WGM) in April 2017 and the DHL New Zealand Lions Series 2017 Hamilton match in June 2017. Key activity included:

- Promotion of these events through HWT's Short Escapes campaign and in the Official 2017 Hamilton & Waikato Regional Visitor Guide
- Advertising pre-events through key consumer publications (Arrivals magazine, Kia Ora magazine, etc)
- Provision of a double-page spread in the Official WGM Programme
- Content provision to Tourism NZ for inclusion in online promotional activity
- Planning, preparation and co-hosting a stand at the WGM HQ at Shed 10 in Auckland
- Provision of story angles and coordination of media famils before and during the DHL New Zealand Lions Series
- Hosting of the media welcome event for the DHL New Zealand Lions Series 2017 Hamilton match
- Creation and hosting of web landing pages on hamiltonwaikato.com
- Profiled through HWT social media channels

INTERNATIONAL MARKETING

Tour the North Island Campaign

Hamilton & Waikato worked with Tourism New Zealand on a NZD\$1 million consumer campaign in the eastern seaboard of Australia during July-August 2016. Other campaign partners included Northland, Auckland, Coromandel, Bay of Plenty, Rotorua, Taupō and Ruapehu, key tourism operators, Flight Centre and Air New Zealand. The campaign targeted first time arrivals as well as repeat visitors, promoting North Island touring holidays in the shoulder season of September-November 2016.

Fire & Ice Campaign

The Fire and Ice campaign with Auckland International Airport took place in April. Targeting the Eastern Seaboard of Australia, the campaign promoted a Central North Island winter holiday based around a ski proposition with a touring element. We worked with our neighbouring regional tourism organisations including Rotorua, Taupō and Ruapehu.

Travel Trade

HWT participated in number of onshore and offshore travel trade events and promotional activities throughout the year, resulting in training over 1500 travel trade representatives.

New Zealand's largest international travel trade events, TRENZ, was held in Auckland in May. Approximately 1,200 delegates attended TRENZ with nearly 300 international travel buyers. HWT was joined by eight regional tourism operators including Hobbiton Movie Set, Waitomo Glowworm Caves, Legendary Black Water Rafting Co, Pa Harakeke, Rural Tours, Hamilton Gardens, Sanctuary Mountain Maungatautari and Roselands Waitomo.

HWT also hosted 74 travel trade agents on famils in the region throughout the year.

Explore Central North Island

HWT has continued its participation in the 'Explore Central North Island' (ECNI) collective which is an international marketing alliance with Rotorua, Taupō, Coromandel, Bay of Plenty, Ruapehu and Hawke's Bay regional tourism organisations.

ECNI collective activity during this period including trade training missions in the USA and Canada, South America and India. The collective also hosted an expo for travel trade in Auckland which was attended by 80 exhibitors from around the central North Island (including 15 tourism businesses from the Hamilton & Waikato region) and attracted nearly 200 travel trade 'buyers'.

Media

Media continues to be an important workstream and area of influence for HWT. Throughout the year HWT pitches, provides information and hosts a wide variety of tourism-related broadcast, print and online media representatives. During 2016-2017, HWT hosted 89 international and domestic media outlets (124 pax) including Sidharth Malhotra, India (target EAV \$4m), SkySports UK (13.7m viewers) and Guokr, China (EAV \$2.57m).

Industry

Hamilton & Waikato Tourism's first Industry Symposium for the year was held in November 2016 and attracted over 120 attendees. The second symposium, attended by 150 members of the local tourism industry, took place in May 2017. This event was followed by two specialist workshops – one on accessibility and one on social media which were also very well-attended.

Marketing activity for Hamilton City

A summary of specific trade and leisure marketing for Hamilton is detailed below.

Target market	Campaign or activity	Hamilton experiences profiled
Australia	Tour the North Island Campaign July - August 2016	Hamilton Gardens, Waikato River Explorer, Te Awa River Ride, Waikato Museum, Helicorp, Sudima Hotel Hamilton, Novotel Tainui Hamilton, Bella Vista Motel, Distinction Hotel Hamilton
Media – domestic & international	Media hosting and famils profiling Hamilton: <ul style="list-style-type: none"> • Domestic: NZ Herald Travel Magazine • Australia: ABC Radio, Body and Soul • Brazil: Lugar Incomum (\$2m EAV) • Singapore: The Strait Times • Japan: Sekai Fushigi Hakken • USA: LA Magazine, Destination I Do • Indonesia: MyTrip TV (\$1.45m EAV) • Kompas.com • UK: Lions 1 Year to Go Press Trip • Sidharth Malhotra Bollywood celebrity (\$4m EAV) • Indian Telegraph • IANS India • Carmen Huter Instagrammer • The Best Nest blogger • Sonia Nazareth Indian Journalist • Skysports UK • Felix von der Laden (\$23,600 EAV) • Travelwatch Japan • Wanted Down Under • Channel U • Mirror Group UK (\$324k EAV) • Wildboy Adventures 	SKYCITY Hamilton, Hamilton Gardens, Waikato River Explorer, Sudima, Novotel, Ibis, Good George, Waikato Museum, Clarion Suites, Chim Choo Ree, Gothenburg, Hamilton Zoo, La Parilla - SKYCITY Hamilton, Duck Island Ice Cream, Two Birds Café, Hamilton Gardens Arts Festival, Balloons Over Waikato, Carrington Limos, SKYCITY Bowl & Social, Ambassador Hotel, Claudelands Exhibition and Conference Centre
Travel Trade - events	<ul style="list-style-type: none"> • KiwiLink South America, Sept 2016 • KiwiLink North America, Sept 2016 • ECNI North America Roadshow, Oct 16 • Trilogy AU event, Oct 2016 • TNZ/RTO AU Trade event, Feb 2017 • ECNI Tradeshow, April 2017 • IBO/RTO event, April 2017 • TNZ/RTO event, April 2017 • TRENZ, May 2017 • Down Under Answers USA Tourism Exchange, May 2017 • Australian Sales Calls in QLD, June 2017 • Australian Allstars Roadshow, June 2017 • Sales calls to IBOs and wholesalers throughout the year 	Internationally trade-ready product: Hamilton Gardens, Sudima Hotel Hamilton, Novotel & Ibis Tainui Hamilton, Distinction Hotel Hamilton

Target market	Campaign or activity	Hamilton experiences profiled
Travel Trade – Explore Central North Island Alliance	<p>HWT are part of the Central North Island RTO alliance known as ‘Explore Central North Island’ which includes the two touring routes – The Thermal Explorer Highway and the Pacific Coast Highway</p> <ul style="list-style-type: none"> • ECNI North America Roadshow, September 16 • KiwiLink South America, Sept 2016 • KiwiLink America, Sept 2016 • ECNI Tradeshow, April 2017 	<p>Internationally Trade-Ready Product: Hamilton Gardens, Sudima Hotel Hamilton, Novotel & Ibis Tainui Hamilton, Distinction Hotel Hamilton</p>
Travel Trade - famils	<ul style="list-style-type: none"> • Infinity Incentive Winners • Qantas and Hunter Travel RACT Famil • Indian Product Managers • Aussie Mega Famil #7 • Aussie Mega famil #6 • Flight Centre Global Product Manager • South China + Hong Kong Product Managers • Down Under Travel USA • Unique Romance Travel USA • Green Spot Tours EU • Down Under Answers USA • Pre-TRENT Indonesian Product Managers • Academy Travel USA • Ola Travel Buenos Aires • Infinity Australia Frontliners Incentive 	<p>Novotel Tainui Hamilton, Hamilton Gardens, SKYCITY Hamilton, Sudima, Dough Bros, Good George, SKYCITY - Local Taphouse</p>
Domestic – consumer	<p>Hamilton was profiled as part of regional promotions in the following publications:</p> <ul style="list-style-type: none"> • Let’s Go Kids • What’s Up Motel Compendium • Waikato Dining Guide • Fitness Journal – November • Fitness Journal – September • 4 Kids – December • Go Travel Autumn 2017 • Kia Ora Magazine – June 2017 • Arrival Magazine – April/ May 2017 • Arrival Magazine – June/July 2017 • Weekend Magazine – Oct 16 • Dominion Post DPS February 17 • Weekend Magazine DPS February 17 	<p>Hamilton Gardens, Hamilton city river paths, Good George, Hamilton Mountain Bike Park, Duck Island Ice Cream, Chim Choo Ree, River Kitchen, Gothenburg, Dough Bros, Hamilton City Night Markets, Balloons over Waikato, Hamilton Gardens Arts festival, Hamilton Farmers Market, Ventura Inn, Te Awa The Base, Hamilton Zoo, Sudima, Novotel Tainui Hamilton, Waikato Museum</p>

Target market	Campaign or activity	Hamilton experiences profiled
Domestic consumer – Auckland, Bay of Plenty & Taranaki, Wellington, Rotorua, Christchurch	'Short Escapes' campaign – October 16	Hamilton Gardens, SKYCITY Hamilton, Novotel Tainui Hamilton, Hamilton Zoo, Waikato Museum, Sudima Hamilton, The Base, Hertz Hamilton, Ibis Tainui Hamilton, Ventura Suites, Hamilton Airport, Dining Options, Hamilton Gardens Scarecrow Festival, Grease, Cricket, Round the Bridges, Bridge to Bridge Waterski Classic, Hamilton Lake
Domestic consumer – Auckland, Bay of Plenty & Taranaki, Wellington, Rotorua, Christchurch	'Short Escapes' campaign – Jan – Apr 2017	Hamilton Gardens, SKYCITY Hamilton, Novotel Tainui Hamilton, Hamilton Zoo, Waikato Museum, The Base, Sudima Hamilton, Hertz Hamilton, Ibis Tainui Hamilton, Ventura Suites, Hamilton Airport, Balloons Over Waikato, Hamilton Gardens Arts Festival, Hamilton City Dining, Magic Home Games, Great Pumpkin Carnival, Waikato Show, Hamilton Lake
Domestic consumer - local, Hamilton & Waikato	'Explore Your Own Backyard' campaign, Dec 16 – Jan 17	Hamilton Gardens, SKYCITY Hamilton, Novotel Tainui Hamilton, Hamilton Zoo, Waikato Museum, Sudima Hamilton, The Base, Hertz Hamilton, Ibis Tainui Hamilton, Ventura Suites, Hamilton Airport, Jim Jeffries, Gourmet in the Gardens, Cricket, Hamilton Gardens Arts Festival, Hamilton Lake
Domestic consumer - local, Hamilton & Waikato	'Explore Your Own Backyard' campaign, June 2017	Waikato Museum, SKYCITY Hamilton, Hamilton Gardens, Hamilton Zoo, DHL New Zealand Lions Series 2017, Matariki Dish Challenge, The wiggles, The Base, Novotel Tainui Hamilton, Sudima Hamilton, Ibis Tainui Hamilton, Ventura Suites, Hamilton Lake, Hertz Hamilton
Domestic consumer – Chinese New Zealanders	Ongoing campaign activity has continued through our Weibo social media channel	SKYCITY Hamilton, Novotel Tainui Hamilton, Matariki Events, Disney on Ice, Hamilton Lake, All Blacks v Argentina, Rocky Horror Statue, Taitua Arboretum, Hamilton City, Hamilton Gardens, Farmers Markets, Balloons Over Waikato, Jubilee Park

Target market	Campaign or activity	Hamilton experiences profiled
Domestic & International consumer	Major Events Marketing and Support for the Waipa component of the World Masters Games and the DHL New Zealand Lions Series 2017. Activity focused around consumer marketing as well as liaising with Tourism New Zealand on the media programme.	Hamilton Gardens, Waikato Museum, Hamilton Zoo, Hamilton Dining, Waikato River walkways/cycleways, City art, FMG Stadium, Novotel Tainui Hamilton
Domestic & International consumer	The Cycling and Mountain Biking Tourism Marketing Network activity continues to promote cycling and mountain biking within our alliance area, including the development of the website www.ridenz.co	Hamilton City cycling experiences featured include City River Cycleways, Hamilton Mountain Bike Park, Te Awa - The Great NZ River Ride
Domestic & International consumer	Hamilton profiled through HWT's various social profiles including Facebook, Instagram, Twitter and YouTube.	Hamilton Gardens, Hamilton Airport, Waikato Museum, Novotel Tainui Hamilton, Ibis Tainui Hamilton, SKYCITY Hamilton, Sudima Hamilton, The Base, Ventura Inn & Suites, Hamilton Zoo, Ferment Fest, Matariki Dish Challenge, Classics Museum, Restaurants, Farmers Markets, River Paths, Hamilton Lake, Rugby League World Cup, Gourmet in the Gardens, Kai for Kaikoura, Taitua Arboretum, Hamilton Christmas Lights, Hamilton Gardens Arts Festival, Cricket, Netball, Balloons Over Waikato, Boon Festival, Jubilee Park, Good George, Meyer Cheese, Palate, HSBC Sevens Announcement, DHL New Zealand Lions Series 2017, Neat Places, University of Waikato, Disney on Ice, David Bowie, All Blacks v Argentina, Hamilton Half Marathon, The Gruffalo, Hamilton Gardens Scarecrow Festival, Grease, Round the Bridges, Waikato River Explorer, Chiefs home games, Great Pumpkin Carnival, Waikato Show, Pink Floyd, Great NZ Food Show, Women's Lifestyle Expo, Les Miserables, Waikato Baby Expo, Matariki Events, Riff Raff statue
Domestic & International - consumer and trade	Our annual Hamilton & Waikato regional visitor guide was produced and distributed through NZ i-SITES, airports, national and international trade shows, Tourism NZ off-shore offices and conference delegate packs	Hamilton city profiled in 'Regional highlights' section as well as 'Hamilton city' section. A number of Hamilton-based operators also advertised

Target market	Campaign or activity	Hamilton experiences profiled
Domestic & International consumer	HWT ran an Instameet in November 2016 where we hosted 7 key social media influencers in the region over a weekend	Hamilton Gardens, SKYCITY Hamilton, Ibis Tainui Hamilton
Domestic & international consumer, travel trade and media	Quarterly e-newsletters are distributed to our consumer, trade and media databases	Waikato Museum, SKYCITY Hamilton, Hamilton Zoo, Great NZ Food Show, DHL New Zealand Lions Series 2017, Hamilton Gardens, Sudima Hamilton, Novotel Tainui Hamilton, Cricket, Hamilton Gardens Arts Festival, Balloons Over Waikato, Ventura Inn, Ibis Tainui Hamilton, The Base, Matariki Events, Rugby League World Cup, Netball, Gourmet in the Gardens, The Gruffalo, Matariki Dish Challenge, Waikato Wedding Expo, The Wiggles, The Waikato Show, Rounds the Bridges, Good George, Neat Places, Claudelands, Ferment Fest, Bridge to Bridge Waterski Classic, Distinction Hotel

Conventions & Business Events

Hamilton and Waikato is now the third largest region behind Auckland and Wellington for conventions, meetings and business events for the year ending March 2017. Our region has now secured a 10.8% market share of delegate days of this lucrative market.

Every conference we can secure for Hamilton and Waikato is significant for the region, regardless of the sector or size. Conference delegates are also influenced to return for a future holiday based on their positive Waikato experiences.

A delegate attending a business event was worth twice as much of a leisure traveller to the region, with an average delegate per night value of \$350 per night for international delegates and \$509 per night for domestic delegates.

Hamilton & Waikato Tourism regional business events "Powerful Possibilities" campaign launched March 2016. The campaign was based on a key regional brand attribute identified in The Waikato Story and the graphic device is shown below:



Activity	Event
Famils – major & multi-day	7-10 December 2016, Annual Multiday Famil 16 buyers. 20 Convention Bureau Partners included
	7-10 April 2017, Pre-Convene Trade Show Famil Seven buyers. 17 Convention Bureau Partners included
	2 June 2017, Post-MEETINGS Australian Buyer Famil 35 Australian buyers, visited Claudelands and Hobbiton with Waikato interactive training
Famils – individual PCOs	Individual Famils <ul style="list-style-type: none"> • Wayne Harris, Go Conference & Incentive (October 2016) • Sue Archibald, Promote Ltd • Media Famil - Stu Freeman, Meeting Newz • Fergus Brown, Holiday Parks Association • Brendan Hokowhitu, NAISA, University of Waikato • Kim Mundell, Health Informatics New Zealand • Emma White, DTR • Rebecca Travers, Institute of Judicial Studies • Orbit Hamilton team famil day (4pax) • Debbie Paardekooper, Avenues Event Management
Famils – individual PCOs	TNZ Famils <ul style="list-style-type: none"> • Herbalife Conference (August 2016) • Air NZ & Tourism NZ Incentive Managers (August 2016) • Panorama Tours (September 2016) • Media famil, Remi Deve (December 2016) • China MICE Famil (March 2017) • Indian Travel Sellers Pre/Post MEETINGS (June 2017) • Post MEETINGS China MICE Agents (June 2017) CINZ Conference <ul style="list-style-type: none"> • Famil to Discover Waitomo Glowworm Caves and Blackwater Rafting Company • Hamilton Gardens
Trade Shows & sales runs	<p>Associations Form National Conference, Melbourne (4-5 July 2016)</p> <p>Wellington joint-hosted networking function and sales calls – 29 buyers (July 2016)</p> <p>Tourism NZ Sydney sales mission – with Hobbiton & Claudelands (August 2016)</p> <p>Hamilton & Waikato Business Events Showcase – 42 exhibitors, 117 buyers (Aug 2016)</p> <p>Auckland joint-hosted networking functions and sales calls - 40 buyers (Sept 2016)</p> <p>Australian Society of Association Executives (AuSAE), Auckland (10-11 October 2016)</p> <p>CINZ Conference, Hamilton (11-13 October 2016)</p> <p>Professional Conference Organisers (PCO) Conference, Brisbane (27-29 Nov 2016)</p> <p>Asia-Pacific Incentives and Meetings Expo (AIME), Melbourne (21-22 February 2017)</p> <p>Convene 2017, Auckland (11 April 2017) - Awarded Best Regional Stand</p> <p>MEETINGS 2017, Auckland (31 May - 1 June 2017)</p>

Activity	Event																																																																														
<p>Enquiries</p>	<p>213 enquiries total (July 2016 – June 2017) 49% increase in enquiries from July 2015 – June 2016</p> <div data-bbox="448 524 1291 1021" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Conference & Business Event Enquiries</p> <table border="1" style="display: none;"> <caption>Conference & Business Event Enquiries (Estimated Data)</caption> <thead> <tr> <th>Month</th> <th>2013</th> <th>2014</th> <th>2015</th> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>9</td><td>6</td><td>2</td><td>6</td><td>10</td></tr> <tr><td>Feb</td><td>2</td><td>10</td><td>12</td><td>7</td><td>10</td></tr> <tr><td>Mar</td><td>5</td><td>4</td><td>3</td><td>20</td><td>26</td></tr> <tr><td>Apr</td><td>11</td><td>13</td><td>7</td><td>18</td><td>15</td></tr> <tr><td>May</td><td>6</td><td>12</td><td>8</td><td>17</td><td>19</td></tr> <tr><td>Jun</td><td>10</td><td>11</td><td>13</td><td>14</td><td>21</td></tr> <tr><td>Jul</td><td>9</td><td>11</td><td>22</td><td>27</td><td>0</td></tr> <tr><td>Aug</td><td>14</td><td>9</td><td>22</td><td>24</td><td>0</td></tr> <tr><td>Sep</td><td>8</td><td>8</td><td>7</td><td>10</td><td>0</td></tr> <tr><td>Oct</td><td>3</td><td>9</td><td>8</td><td>22</td><td>0</td></tr> <tr><td>Nov</td><td>5</td><td>6</td><td>9</td><td>18</td><td>0</td></tr> <tr><td>Dec</td><td>11</td><td>8</td><td>11</td><td>12</td><td>0</td></tr> </tbody> </table> </div>	Month	2013	2014	2015	2016	2017	Jan	9	6	2	6	10	Feb	2	10	12	7	10	Mar	5	4	3	20	26	Apr	11	13	7	18	15	May	6	12	8	17	19	Jun	10	11	13	14	21	Jul	9	11	22	27	0	Aug	14	9	22	24	0	Sep	8	8	7	10	0	Oct	3	9	8	22	0	Nov	5	6	9	18	0	Dec	11	8	11	12	0
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<p>Editorial and advertising</p>	<p>66 pieces of media secured (July 2016 – June 2017) including:</p> <ul style="list-style-type: none"> • BIZ Hamilton (July, August & September 2016) • Meeting Newz & e-newsletter (July, August, September, October, November & December 2016, April & May 2017) • Inside Tourism (August 2016) • Executive PA Magazine (September 2016) • Waikato Business News (November & December 2016) • Micenet (December 2016) • 2017 Business Events directory printed (December 2016) • MICE BTN website (March 2017) • Mix Meetings (April 2017) • CINZ e-newsletter (April & May 2016) • Maori Television (May 2017) • Scoop.co.nz (April 2017) • Stuff.co.nz (May 2017) • Waateanews.com (May 2017) • CINZ Meetings Daily (May 2017) • Tourism Ticker (May 2017) • CIM Newsbites Newsletter (June 2017) • Cambridge i-SITE Newsletter (June 2017) 																																																																														

Activity	Event
Partner Interaction	90 separate meetings with Convention Bureau Partners (July 2016 – June 2017) Events: <ul style="list-style-type: none"> • BEWais (emerging business event leaders) event at Roaming Giant on sales & customer experience (10 August 2016) • BEWais educational workshop session run by TMS (9 March 2017) • Partner famil of Waipa experiences (21 March 2017) • BeWais event, product update and tour Good George Brewery (9 May 2017)

The inaugural Hamilton & Waikato Tourism Business Events Showcase was held in August 2016 which attracted 42 exhibitors and attended by 117 business event buyers.

Hamilton and Waikato hosted the Conventions & Incentives New Zealand (CINZ) conference in October 2016 which was the first time the conference has been held in the region since its inception 40 years ago.

Bidding for international conferences has become a key activity of the Hamilton & Waikato Convention Bureau, with the support of the Conference Assistance Programme from Tourism New Zealand. The following international conferences have been secured with this programme:

Conference name	Date	PAX	Value (\$)
Asian Conference on Machine Learning 2016	Nov 2016	280	687,940
Asia-Pacific Software Engineering Conference – APSEC	Dec 2016	250	482,640
Meeting of the ISO/IEC JTC1/SC27 Working Groups on IT Security Techniques	Apr 2017	260	786,120
Conference of International Society for River Science	Nov 2017	250	726,990
IEEE International Conference on Industrial Electronics for Sustainable Energy Systems	Feb 2018	350	716,800
Native American and Indigenous Studies Association	June 2018	800-1000	1,700,000
International Conference on Asian Digital Libraries	Dec 2018	150	496,960
IEEE International Conference on Trust, Security, Privacy in Computing & Communications	Aug 2019	270	589,950
International Conference on Polar and Alpine Microbiology	Sep 2019	250	482,640
He Manawa Indigenous Conference	TBC	TBC	TBC
TOTAL ESTIMATED VALUE TO THE REGION:			\$6,670,040

Product development

After 12 months of consultation and development, the Tourism Opportunities Plan was adopted and launched. The Plan provides a framework and direction for delivering new and improved tourism experiences over the next 10 years that have the potential to drive growth in the tourism sector and its contribution to the regional economy.

The objectives of the Tourism Opportunities Plan are to:

- Review and confirm the region’s visitor proposition including different parts of the region.
- Provide recommendations for the development of visitor experiences and infrastructure to support and enhance the tourism proposition.
- Provide investment recommendations and priorities to guide local government planning and resources, and private sector investment.

The key focus of the Plan is based around five game-changers:

1. Waikato River
2. Brand Strategy
3. Hamilton City Riverfront
4. Kiingitanga Story
5. Regional Events Strategy

Activating tourism opportunities in Hamilton

Opportunities were grouped around ‘experiences’ with specific activities in Hamilton identified for development including:

- **Discover Your Own Backyard:**
 - Hero: Hamilton Gardens tours, products & events
 - Emerging: Themed-drive Itineraries, Waikato Museum tours, Neat Places Guide
 - New: Agri-Tourism – Hamilton Farmers Market have plans for growth; local artisan food producers
- **Middle-Earth & Beyond:**
 - Emerging: Cluster of Conservation – Hamilton Zoo
- **Inspiring Pathways:**
 - Emerging: Home of Cycling – Te Awa Cycle Trail extension to Ngaruawahia & Cambridge; Western Rail Trail; Waikato Regional Council cycle trail MoU
 - Emerging: Waikato Walks; Waikato Food Trail
 - New: Sports Tourism – Te Awa Lakes development

Programme	HWT role	Hamilton City activity
Game Changer	Lead	Regional Events Strategy – event audit completed; workshops begin from Sept 17; support of major events (eg. HSBC Rugby Sevens event bid & execution)
Game Changer	Lead	Regional Brand Strategy – brand audit completed; visitor proposition workshops held; briefings begin from Oct 17
Game Changer	Support	Waikato River – investigations to extend Te Awa cycleway to Cambridge
Game Changer	Support	Kiingitanga– Waikato-Tainui Tourism Symposium to be held Sept 17, trial products at Waikato Museum & Hamilton Gardens
Game Changer	Support	Hamilton City Riverfront (River Plan) – Victoria on the River, Waikato Regional Theatre & Art Hotel, CBD & Gardens jetty
New product development	Support	Off The Beaten Track (Classic Events), Te Awa Lakes development (Perry Group), Platinum Transfers & Tours
Product enhancements	Support	Carrington Tours/Limos, Good George – brewery tours, Waikato Museum, Hamilton Gardens, Confinement, group dining options for trade

To find out more and download a copy of the Tourism Opportunities Plan:
www.hamiltonwaikato.com/TOP

Conclusion

The record growth of New Zealand’s visitor sector is forecast to continue for the foreseeable future. Although this growth is positive for regional economies, it also presents new opportunities and challenges.

The growth has seen seasonal peak periods become increasingly busy allowing tourism operators to benefit from this strong demand. This high demand has resulted in capacity constraints and placed pressure on infrastructure.

The new Tourism Infrastructure Fund (TIF) administered by the Ministry for Business, Innovation & Employment (MBIE) provides up to \$25 million per year for the development of visitor-related public infrastructure such as carparks, freedom camping facilities and sewerage and water works.

The current first round of funding criteria only supports communities facing immediate pressure from tourism growth and in need of central government assistance – areas with high visitor numbers, small ratepayer bases and no possible means to fund development.

However, we will continue to work with Hamilton City Council to actively seek funding from the Ministry for Business, Innovation & Employment (MBIE) and external investment for tourism infrastructure development. There is also a possibility that the Tourism Infrastructure Fund will consider funding feasibility studies to allow quality funding applications to be considered in future rounds.

We continue to see the positive impacts of effective regional marketing, with the current trend for visitors to stay in the Waikato for the first or last night of their travels growing not only in the summer months but also in our shoulder seasons (spring and autumn). Other reasons are due to visitors and travel sellers recognising our region is an easily accessible alternative to other destinations such as Auckland who are currently experiencing capacity constraints and expensive accommodation rates. With this continued trend, Hamilton is well placed to leverage this opportunity.

Finally, we would like to thank our local government and industry partners, and specifically Hamilton City Council councillors and staff, for their continued support of Hamilton & Waikato Tourism. We look forward to working together over the coming 12 months to continue to grow the visitor proposition for Hamilton.

Jason Dawson
Chief Executive
Hamilton & Waikato Tourism
August 2017

Council Report

Item 10

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Karen Saunders
Authoriser: Kelvyn Eglinton
Position: Group Business Manager - City Growth
Position: General Manager City Growth
Report Name: Garden Place Redesign Proposal

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee of the Garden Place redesign proposal prepared by Matt Stark, Steve McLennan and Brian White.

Staff Recommendation

2. That the Growth and Infrastructure Committee receives the report.

Discussion

3. Matt, Steve and Brian will attend the meeting to present their design concept and to answer questions from elected members.
4. The press release around the proposed Garden Place concept is attached (Attachment 1).
5. The proposed Garden Place design concept is also attached (Attachment 2).

A video has been prepared and will be provided to the meeting but can also be viewed at <https://www.youtube.com/watch?v=o7fQkl7SgVw&feature=youtu.be>

Financial Considerations

6. The proposal is currently still at concept stage and any financial considerations would be considered as part of the 2018-28 10-Year Plan.
7. Partnership funding would be investigated.

Risks

8. There are no known risks associated with this matter.

Significance & Engagement Policy

Significance

9. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed this proposal has a moderate level of significance.

Engagement

10. Engagement would be undertaken as part of the 10-Year Plan process.

Item 10

Attachments

Attachment 1 - Press Release - Proposed Redesign of Garden Place

Attachment 2 - Garden Place Design Concept

Garden Place concept revealed

Friday 18 August 2017

Two Hamilton property investors and an award-winning architect have proposed a new design for Garden Place which includes two shared lanes and car parks, 43 years after cars last drove through the area.

Property investors Matt Stark and Steve McLennan, and Brian White of Edwards White Architects have proposed a design they say will “make Garden Place fit for people again” by improving pedestrian flows, adding play equipment, sculptures, more gardens and trees, two new “low speed environments” for vehicles and 40 parking spaces.

“I hated the idea of parking in Garden Place at first because your initial reaction is to picture the 1950s images of cars covering the whole area”, says Stark. “But as we discussed the possibilities we soon realised a new design could be done tastefully while also making Garden Place more vibrant and something Hamiltonians will be proud to call their city centre.”

The design, which has been presented to Hamilton City Councillors, senior council staff and local businesses, has been unanimously praised by everyone who has seen it, says McLennan, whose family companies own property covering a quarter of Garden Place.

“Brian was also initially hesitant about having cars in Garden Place, but we all felt it needed more activity and the empty spaces filled with people, so he and his team created an environment that’s welcoming whether you’re walking, cycling, driving, having lunch or watching your kids play.”

“CBD retail outlets are increasingly destinations in their own right, and as such their customers need convenient short-term parking which this offers along with a better experience for everyone enjoying Garden Place.”

White says the design offers a number of “rooms” in which different activities or events can take place.

“The stage is oriented in two directions to cater for small or large crowds, the lanes can be closed for events, the lawn at the rear has been retained, and play and sculpture areas added, as well as the obvious commercial and road network utility benefits created by introducing low speed shared lanes and parking.”

“We’ve designed this in a way that makes use of the existing infrastructure to keep costs down, and approached it with the intention of creating something permanent that won’t need re-hashing every decade.”

The trio has spent their own money to date, and they hope to continue finding private funds for the project with Council’s support.

Hamilton Central Business Association general manager Vanessa Williams says we’re talking to a number of charitable trusts which have indicated interest in supporting the project.

"Everyone in the area thinks it's a great design, so hopefully the rest of Hamilton agrees!"

Hamilton Mayor Andrew King is excited by the private sector's involvement.

"It's great to see the private sector supporting, and leading, investment in public infrastructure for the benefit of the city. This is a plan that can positively transform Garden Place and improve the central city."

The design is an initial concept and, if approved by Hamilton City Council, detailed designs will be completed in the coming year.

The redevelopment of Garden Place is an action in the Central City Transformation Plan and will compliment Embassy Park and Victoria on the River (in construction) to help transform the central city.

A video of the design can be viewed at myhcc.nz/gardenplace

[Click here](#) to access a high-resolution image of the design.



Item 10

Attachment 2

Council Report

Item 11

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Amy Viggers
Authoriser:
Position: Committee Advisor
Position:
Report Name: Cycling Action Network Update

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee on the progress of the Cycling Action Network.
2. Cycling Action Network representatives will present a verbal report.

Staff Recommendation

3. That the Growth and Infrastructure Committee receives the report.

Attachments

There are no attachments for this report.

Council Report

Committee: Growth and Infrastructure Committee
Date: 12 September 2017

Author: Jason Harrison
Authoriser: Chris Allen

Position: City Transportation Unit Manager
Position: General Manager City Infrastructure

Report Name: Te Awa Cycle Project

Report Status	<i>Open</i>
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Purpose

1. To seek approval of Council's preferred cycle route through Hamilton City which will form part of the Te Awa Cycle project.

Staff Recommendation

2. That the Growth and Infrastructure Committee approves the cycleway route through Hamilton as Council's preferred route, subject to staff concluding consultation with key stakeholders, and securing Council's share of any funding required as part of the approved 2018-28 10 Year Plan.

Executive Summary

3. Council is one of six project partners (Waikato District Council, Waipa District Council, Waikato Regional Council, Te Awa River Ride, New Zealand Transport Agency) working together to consider and deliver the Te Awa Cycleway project.
4. Project partners have been working to identify the preferred route for the cycleway through the various local/regional authorities. This report refers to the missing section of Te Awa through Hamilton City.
5. For the Hamilton section of work the preferred route identified will require a new cycleway to be constructed alongside the river from Cobham Drive, connecting into the existing boardwalk at Hammond Park, and new cycleway from the boardwalk to the city boundary at Mangaonua Stream.
6. Staff have advised the other project partners that further community engagement is required with key stakeholders regarding the new sections of cycleway identified as part of the preferred route as Hammond Park is classified as a significant natural area within the District Plan, and is in close proximity to known Maaori sites of interest.
7. Te Awa and NZ Transport Agency, who are managing the project, have asked for unanimous agreement of the preferred route from project partners so that the respective partners can proceed with considering funding for their sections of the project.
8. Each Chief Executive has been asked to sign off on the preferred route and prior to doing this staff are seeking Council's conditional endorsement of the preferred route as outlined in the recommendation.

Background

9. Once completed the Te Awa Cycle project will stretch 70 kms along the Waikato River from Ngaruawahia in the north to Horahora in the south (south of Cambridge), connecting cycling networks in Ngaruawahia, Hamilton, Tamahere and Cambridge, and provide links to facilities including the Waikato river, schools, the velodrome, and associated community facilities. The Hamilton to Cambridge shared path forms part of this project.
10. There are six project partners working together to deliver Te Awa:
 - Hamilton City Council (HCC)
 - Waipa District Council
 - Waikato District Council
 - Waikato Regional Council
 - Te Awa River Ride
 - New Zealand Transport Agency (NZTA)
11. The investment objectives for this project include:
 - Increased availability and access to walking and cycle paths between Hamilton and Cambridge by 2021
 - Significantly improve the customer experience for cyclists and pedestrians between Hamilton and Cambridge by 2021
 - Increase cycling and walking in the area by 2021 (over 100,000 users/year based on capturing interested but concerned potential cyclists)
 - Agree network and framework for governance and implementation across all contributing parties (agreement on route, standards and delivery)
12. The Hamilton to Cambridge section of this project will look to enhance existing river paths, and where possible expand it to a width of 3m, and develop additional connections to key features within the City (refer Attachment 1). A new section of cycle way will be required to complete the Hamilton section.
13. This new section of cycleway will run alongside the river from Cobham Drive, connecting into the existing boardwalk at Hammond Park, and new cycleway from the boardwalk to the city boundary at Mangaonua Stream (refer Attachment 2). Hammond Park is classified as a significant natural area within the District Plan.
14. For the Hamilton section, specifically the areas requiring new sections of river path and utilising Hammond Park, there is further consultation to be undertaken with key stakeholders (including the Riverlea Environmental Protection Society; Iwi). This consultation will need to be completed before the preferred route can be confirmed as a viable route, which in turn will allow the scope of works for the preferred route to be finalised and estimated.
15. Once the consultation has been complete this will allow HCC staff to determine whether the preferred route is a viable option, assess and price the required scope of works, and request funding through the 2018-28 10 Year Plan.
16. HCC staff have indicated to the other project partners that until consultation with our key stakeholders is completed we can only provide an initial endorsement of the preferred route subject to the following conditions been agreed:
 - The successful conclusion of consultation with key stakeholders (including the Riverlea Environment Protection Society; Iwi),
 - Securing Council's share of any funding required as part of the approved 2018-28 10 Year Plan.

Discussion

17. HCC staff are seeking approval from the Growth and Infrastructure Committee to endorse the preferred cycleway route through Hamilton. Implementation of the cycleway would be subject to successfully concluding consultation with key stakeholders, and securing Council's share of any funding required as part of the approved 2018-28 10 Year Plan.
18. If the Committee's endorsement of the preferred route is not given, this would delay the other project partners from progressing funding for their respective sections of the project.
19. This project supports the delivery of Hamilton's Biking Plan 2015 – 2045 which lists the 'Te Awa River Ride South' as one of its major projects identified to improve and extend the existing Hamilton biking network, and is seen as a key project in delivering the outcomes and goals of the plan.

Options

20. For the Hamilton section of the cycleway, where new cycleway is required, two options were identified.
21. Option A (the preferred route) involves running alongside the river from Cobham Drive and connect into the existing boardwalk at Hammond Park. This route continues the "river ride" theme providing an off road, scenic route for users.
22. Option B is a on road route utilising the existing roading network through Hillcrest, however it is likely to require changes to the road layout to accommodate a cycleway (e.g. the lost of on street parking) and does not align with the "river ride" theme of the project.

Financial Considerations

23. The Committee is not being asked to approve or commit any budget at this time.
24. Budget required for this project will be requested as part of the preferred transport programme to deliver on the Hamilton Transport Strategy (i.e. Access Hamilton) as part of the 2018-28 10 Year Plan deliberations.
25. Based on a high level assessment of this project, the Committee can expect to see a total budget request in the order of \$4 million in years 1 and 2 of the 10 Year Plan (which assumes NZTA subsidy for this project).

Cultural Considerations

26. An initial meeting has been held with a representative of Te Haa o Te Whenua o Kirikiriroa (THaWK). A further meeting with THaWK representatives is planned to discuss the preferred route.

Risks

27. Key stakeholders may form the view that the Committee endorsing the preferred route is seen as Council pre-determining an outcome prior to completing engagement with them. To date staff have looked to clearly state that identification of a preferred route is necessary to allow meaningful engagement to identify specific areas of concern/interest and does not indicate a pre-determined decision by Council.

Significance & Engagement Policy

Significance

28. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matters in this report have a medium level of significance.

29. As the level of significance is assessed as medium staff are in the process of carrying out engagement with key stakeholders (including the Riverlea Environmental Society; lwi).

Engagement

30. In addition to the engagement underway with lwi staff have commenced engagement with the Riverlea Environmental Society. Of particular focus for this group is the implication the preferred route could have on Hammond Park which is classified as a significant natural area within the District Plan. This engagement has commenced but is yet to be concluded.

Attachments

Attachment 1 - Hamilton to Cambridge Route(s)

Attachment 2 - Cycleway consultation plan 23-08-17

Item 12

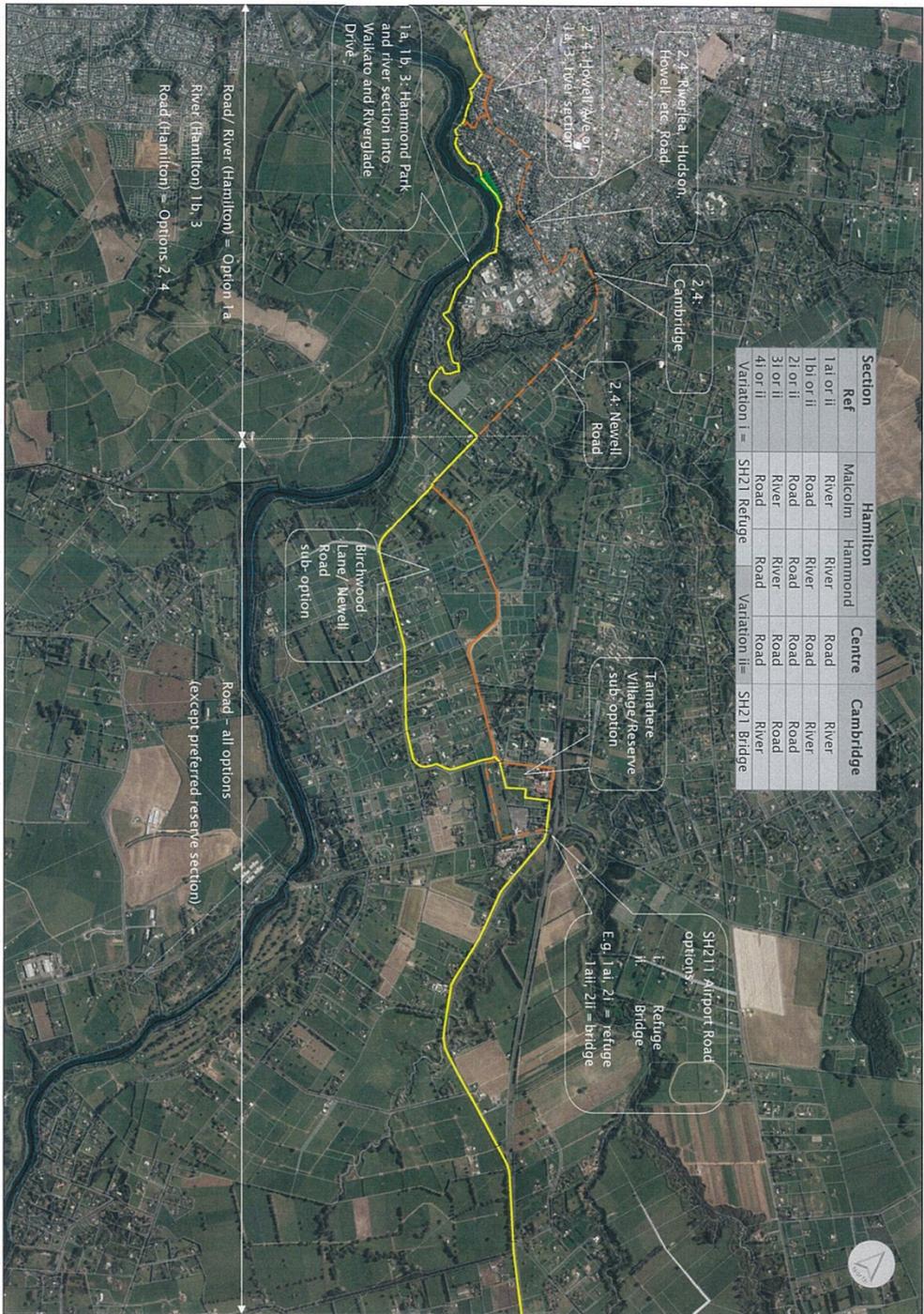


Figure 7 Route Options (sheet 1)

NZ TRANSPORT AGENCY

June 2017

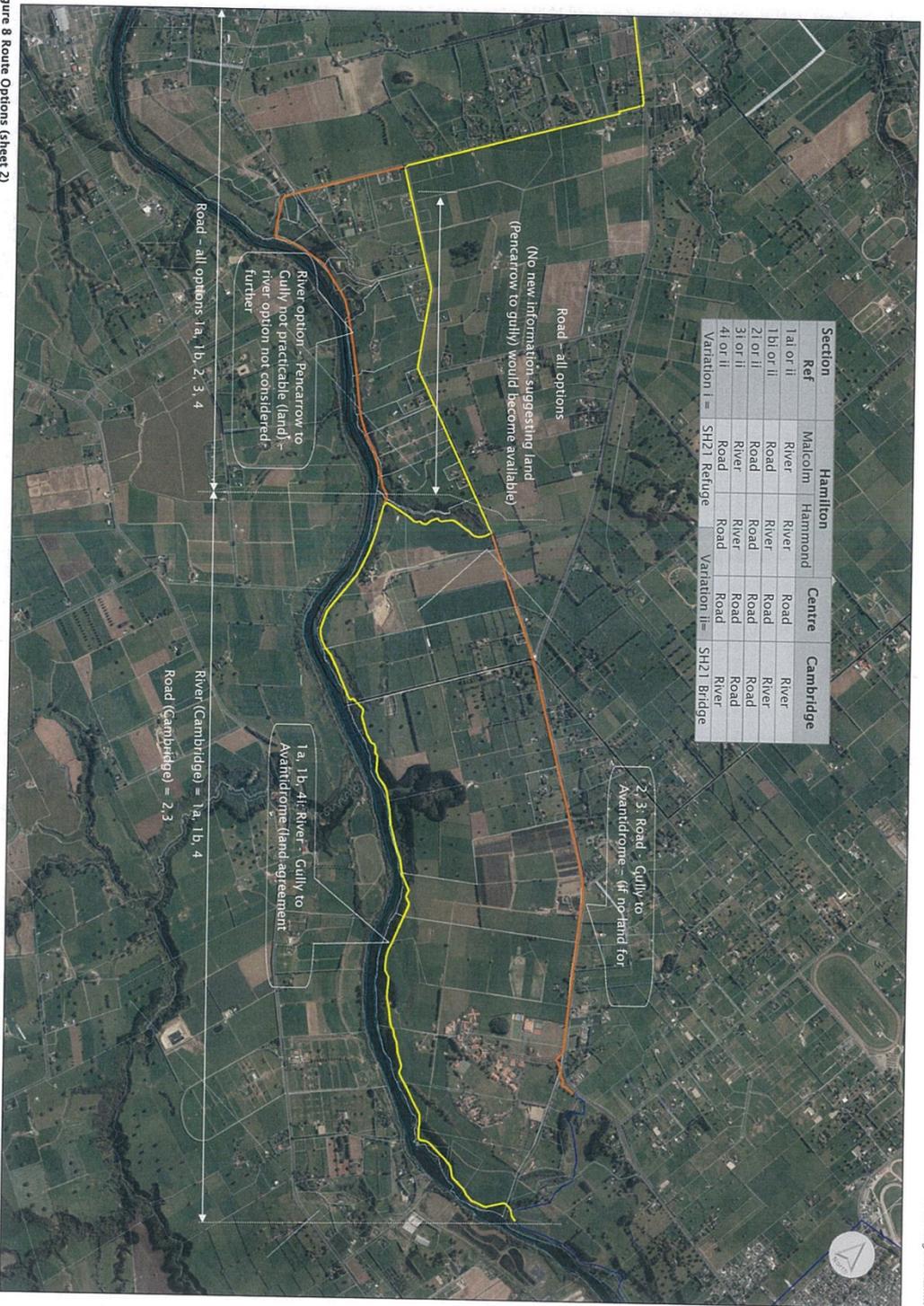
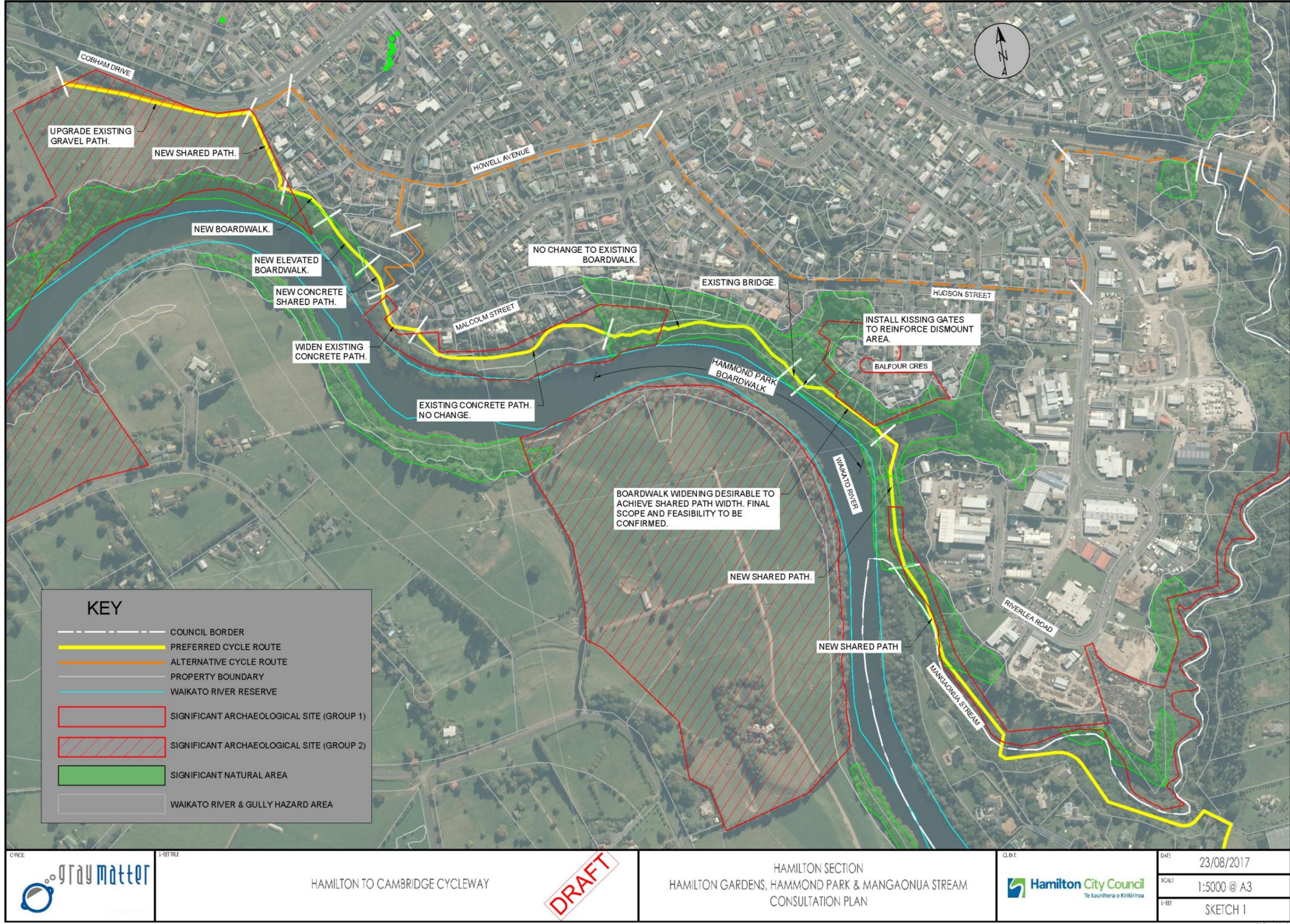


Figure 8 Route Options (Sheet 2)

NZ TRANSPORT AGENCY

June 2017

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KEY	
	COUNCIL BORDER
	PREFERRED CYCLE ROUTE
	ALTERNATIVE CYCLE ROUTE
	PROPERTY BOUNDARY
	WAIKATO RIVER RESERVE
	SIGNIFICANT ARCHAEOLOGICAL SITE (GROUP 1)
	SIGNIFICANT ARCHAEOLOGICAL SITE (GROUP 2)
	SIGNIFICANT NATURAL AREA
	WAIKATO RIVER & GULLY HAZARD AREA



HAMILTON TO CAMBRIDGE CYCLEWAY

DRAFT

HAMILTON SECTION
HAMILTON GARDENS, HAMMOND PARK & MANGAONUA STREAM
CONSULTATION PLAN



DATE	23/08/2017
SCALE	1:5000 @ A3
SHEET	SKETCH 1

Council Report

Item 13

Committee: Growth and Infrastructure Committee
Date: 12 September 2017

Author: Jason Harrison
Authoriser: Chris Allen

Position: City Transportation Unit Manager
Position: General Manager City Infrastructure

Report Name: Dinsdale Roundabout Update

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee regarding the results of monitoring of the Dinsdale roundabout as requested by the Committee following changes made in March/April 2017.

Staff Recommendation

2. That the Growth and Infrastructure Committee:
 - a) receives the report;
 - b) notes that no further changes are planned for Dinsdale Roundabout, including the free left turn into Dinsdale Road or Rifle Range Road intersection; and
 - c) notes that any future changes should be considered as part of any future SH23 corridor study.

Executive Summary

3. Staff have supported the New Zealand Transport Agency (Transport Agency) to ensure the physical changes to the Dinsdale Roundabout (i.e. reinstatement of two lanes on Tuhikaramea Road, plus minor adjustments to some islands at the roundabout and associated road marking) were implemented as soon as practicable following the decision of the Growth and Infrastructure Committee in February 2017.
4. The physical changes were carried out over March / April 2017.
5. Since the completion of the physical works the Transport Agency has had further monitoring carried out to assess the impact of the changes.
6. In summary the monitoring has shown:
 - The delays on Tuhikaramea Road have significantly reduced,
 - The average and worst case queues and delays on Whatawhata Road and Dinsdale Road have not significantly changed since the original changes were made in April/May 2016,
 - For Dinsdale Roundabout the Crash Analysis System (CAS) database shows that there are no crashes recorded following the changes completed in April 2017, although it is noted that there can be a delay of up to six months in data being available, and

- For Rifle Range Road the Crash Analysis System (CAS) database shows that there were no crashes recorded in the database after May 2016.
7. Staff support the Transport Agency's position that at this time no other further changes are proposed for either Dinsdale Roundabout, Dinsdale Road, or Rifle Range Road, and that any future changes should be considered as part of a wider SH23 corridor study which is scheduled for consideration in the 2018-2021 Regional Land Transport Plan.

Background

8. In April/May 2016 changes were made to the Dinsdale Roundabout which included the introduction of signalised pedestrian crossings along Massey Street and Whatawhata Road, reducing Tuhikaramea Road to one lane, and reconfiguration of the left turn slip lane onto Rifle Range Road.
9. On 3 November 2016 Council received a petition from Dinsdale residents seeking to have
- the two lanes from Tuhikaramea Road reinstated, and
 - white lines remarked, and
 - traffic cones removed (being used to control behaviour).
10. On 14 February 2017 the Growth and Infrastructure Committee considered these matters and some site changes proposed by NZ Transport Agency to address the concerns of petitioners.
11. The Committee endorsed changes which included those requested by the petitioners plus some other minor adjustments to islands at the roundabout.
12. The Committee also resolved that staff from both the Transport Agency and Council work together to complete further monitoring once the changes had been made, including the entrance to Dinsdale Road and access to and from Rifle Range Road and that a further update report come back to the 1 August 2017 Growth and Infrastructure Committee meeting.
13. The changes endorsed by the Committee were implemented over March/April 2017.

Discussion

14. The traffic queues were surveyed by driving along each approach in turn, noting the position of the back of the queue and time taken to reach the limit line. This was undertaken for the traffic peaks (i.e. 7.45am – 8.45am; 4.45pm – 5.45pm) over several days to account for daily fluctuations in traffic levels. Key observations measured were:
- Average Queue length in metres
 - Average Delay in time
 - Worst Queue length in metres
 - Worst Queue delay in time
15. Attachment one illustrates the queue and monitoring of Dinsdale Roundabout for the week ending 16 September 2016 and 12 May 2017 respectively.
16. Staff have meet with the Transport Agency to review the monitoring and crash database information. Key observations/points noted are:
- The most recent changes have reduced the delays on Tuhikaramea Road, and have addressed the issues identified in the petition received by Council on 3 November 2016,
 - It is too soon since the most recent changes were implemented (April/May2017) to draw any conclusions from the CAS database,

- The focus of the Rifle Range Road intersection remains the safety of pedestrians crossing to either the school or residential properties and discouragement of heavy vehicle through movements along Rifle Range Road. It is not proposed to reintroduce the problematic weaving previously associated with the left turn slip into Rifle Range Road,
- A SH23 corridor study (which would include the intersection with Rifle Range Road, and Dinsdale Roundabout) is scheduled for consideration in the 2018-2021 RLTP, and
- The Transport Agency continues to encourage traffic to use the state highway routes and their connections at peak periods.

17. **Dinsdale Roundabout**

18. For Dinsdale Roundabout the worst case delays on Tuhikaramea Road for the AM and PM peak have significantly reduced.

19. Since the initial changes in April/May 2016 five crashes at the Dinsdale Roundabout have been recorded in the Crash Analysis System (CAS) database. These crashes were non-injury crashes due to drivers failing to give way (4) and sudden braking/following too close (1). No crashes have been recorded in the database following the further changes completed in April 2017 (i.e. May 2017 onwards).

20. **Whatawhata Road & Dinsdale Road**

21. The average and worst case queues and delays on Whatawhata Road and Dinsdale Road have not been significantly affected for both the AM and PM peak periods.

22. In preparing this report the petition organiser was contacted and provided further feedback about queuing that occurs on the Whatawhata Road exit leg of the roundabout due to the operation of the signalised pedestrian crossing. The operation of these signals has been reviewed and any queuing that does occur quickly dissipates.

23. **Rifle Range Road**

24. The changes made to the Rifle Range Road intersection were focussed on safety of pedestrians crossing to either the school or residential properties and to discourage heavy vehicle through movements along Rifle Range Road to SH1. On balance this has been addressed but has increased the queuing and delays on Rifle Range Road in the PM peak.

25. The problematic weaving that previously occurred as city bound vehicles came off the roundabout and changed lanes has been eliminated with the removal of the left turn slip lane into Rifle Range Road.

26. For Rifle Range Road it was observed (12 May 2017) there is a number of left turning movements from Rifle Range Road to Massey Street, recorded in the AM and PM peaks, that perform a U-turn at Korimako Street to head west on Massey Street.

27. No crashes have been recorded in the CAS database at the Massey Street/Rifle Range Road intersection after May 2016.

28. Going forward the Transport Agency has noted that a SH23 corridor study (which would include the intersection with Rifle Range Road, and Dinsdale Roundabout) is being considered as part of the 2018-2021 Regional Land Transport Programme discussions.

Engagement

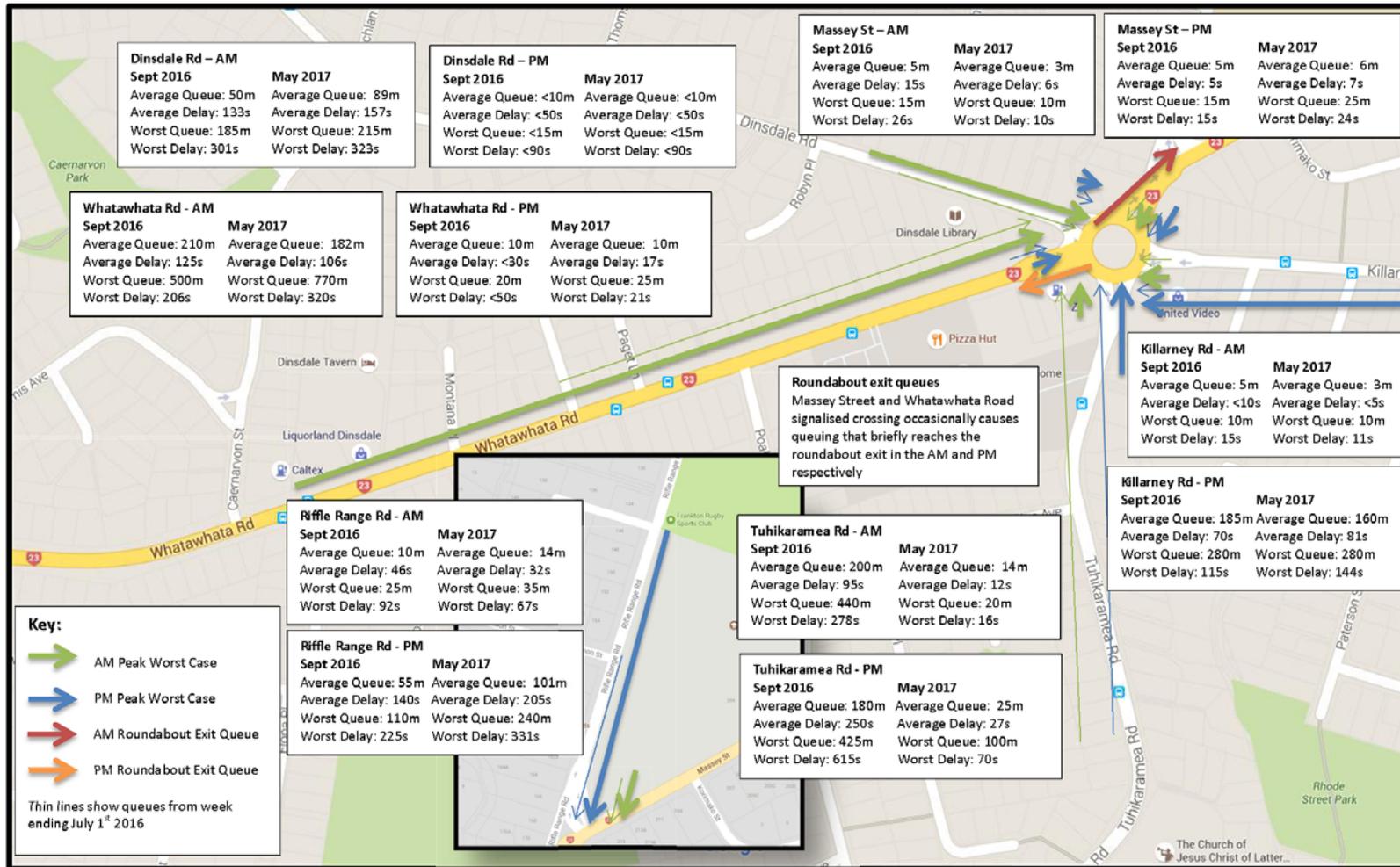
29. Staff have spoken to the petition organiser about the changes made in April/May this year. The feedback to staff is that these changes have addressed the queuing on Tuhikaramea Road and improved access to the Dinsdale shopping centre (from Tuhikaramea Road)

30. During the public forum of the Growth and Infrastructure Committee (14 February 2017) speakers also spoke about the changes to Rifle Range Road. Staff have been in contact with these individuals and advised that it is not proposed that the left turn slip into Rifle Range Road be reintroduced and that going forward the Transport Agency is considering a SH23 corridor study (which would include the intersection with Rifle Range Road, and Dinsdale Roundabout) subject to it being approved as part of the 2018-2021 Regional Land Transport Programme.

Attachments

Attachment 1 - Queue diagram Week Ending 16 Sept 2016 & 12 May 2017

Dinsdale Roundabout Queue and Delay Monitoring: Week Ending 16th September 2016 & Week Ending 12th May 2017 (Thin lines from Week Ending 16 September 2016)



Council Report

Item 14

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Jason Harrison
Authoriser: Chris Allen
Position: City Transportation Unit Manager
Position: General Manager City Infrastructure
Report Name: LED Street Lighting Upgrade

Report Status	<i>Open</i>
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Purpose

1. To seek approval to replace street lights with new Light Emitting Diode (LED) luminaires.

Staff Recommendation (Recommendation to the Finance Committee)

2. That the Growth and Infrastructure Committee:
 - a) receives the report;
 - b) notes the development of a 5 stage programme to replace all existing luminaires within the road corridors controlled by Hamilton City Council with new Light Emitting Diode (LED) luminaires;
 - c) approves the implementation of stage 1 of the overall programme to replace approximately 7,500 luminaires on residential streets with LED fittings, noting this will be undertaken within existing 2017/18 transport budgets;
 - d) approves the implementation of stage 2 of the overall programme to replace approximately 5,500 luminaires on arterial roads (excluding state highways) with LED fittings noting that the supply of the luminaires can be partly funded within existing 2017/18 budgets;
 - e) recommends to the Finance Committee approval of an additional local share funding of \$194,000 in 2017/18 to complete the supply of the stage 2 luminaires to be managed through risks and opportunities;
 - f) notes Council will be asked to prioritise the 2018/19 installation costs of \$279,000 in the 2018-28 10-Year Plan;
 - f) approves a \$5,700,000 extension to the Approved Contract Sum of \$135,000,000 for Contract 12080; Transportation Maintenance and Renewals to \$140,700,000 for the supply and installation of stage 1 and 2 luminaires; and
 - g) notes that stages 3, 4 and 5 of the programme, being to replace decorative and amenity lights in the road corridor and to install additional infill lighting to improve lighting levels in specified areas, will be considered as part of the 2018-28 10-Year Plan.

Executive Summary

3. Staff have developed a 5 stage programme to convert road corridor lighting to Light Emitting Diodes (LED) as follows
 - Stage 1- Residential street Lighting
 - Stage 2- Arterial Road lighting
 - Stage 3- Decorative lighting
 - Stage 4- Amenity lighting
 - Stage 5- Infill lighting
4. Hamilton City Council (HCC) previously decided to undertake business case work only through the period 2015-18, and to consider capital funding to enable a replacement programme for LED's as part of the 2018-28 10-Year Plan.
5. The case for LED lighting is now quite compelling and the New Zealand Transport Agency (Transport Agency) is promoting adoption through a generic business case.
6. The Transport Agency has recently introduced a time limited enhanced financial assistance rate (FAR) of 85% (usually 51%) to allow councils across the country to accelerate the replacement of existing non-LED luminaires. The increased 85% FAR is only available until 30 June 2018, after which it will return to 51%.
7. There is a unique opportunity for HCC to consider converting 13,000 luminaires to LED over the next 2 years (stage 1 and 2) that optimises the enhanced FAR offer within the available time.
8. This opportunity is;
 - Supply and install stage 1 residential lighting at 85% FAR
 - Supply stage 2 luminaires for arterial roads at 85% FAR
 - Install stage 2 luminaires for arterial roads at normal FAR of 51%
9. This will leave about 3,300 non-LED, although some of these luminaires will not attract a Transport Agency subsidy (amenity lights) and those that do will only be at the normal 51% rate.
10. The cost for Stage 1 is \$2,750,000 and due to the enhanced FAR, HCC's share of the costs will be \$357,000. The replacement of the Stage 1 lights only has a payback period of 13.7 years. The payback period to HCC for its share of the investment will be 3.6 years (Attachment 1).
11. The cost for Stage 1 and 2 as a package is \$5,700,000 and due to the enhanced FAR, HCC's share of the costs will be \$993,000. The replacement of the Stage 1 lights only has a payback period of 11.9 years. The payback period to HCC for its share of the investment will be 4.2 years (Attachment 2).
12. The cost for Stage 1 to 5 is \$9,100,000 and due to the enhanced FAR, HCC's share of the costs will be \$2,880,000. The full upgrade (Stages 1-5) has a payback period of 15 years. The payback period to HCC for its share of the investment will be 9.7 years (Attachment 3).
13. Stage 1 can be funded in 2017/18 through a mixture of the existing lighting renewal budget and some minor reallocations across the transport renewals. Additional funding will need to be allocated for stage 2 although the payback period through reductions in future renewal, maintenance and electricity budgets is within the 10 year period.
14. The remaining stages can be considered as part of the 2018-28 10 Year Plan.

15. Staff are proposing to utilise the Infrastructure Alliance to undertake the supply and installation of the luminaires utilising the existing transportation maintenance and renewal contract arrangement (Contract 12080) which will require an extension of the Approved Contract Sum.
16. The Infrastructure Alliance has put the supply of the stage 1 luminaires out to competitive tender and economies of scale have been created by jointly tendering this work with Waikato District Council.

Background

17. Hamilton city has an ageing street lighting network which is predominantly made up of High Pressure Sodium (HPS) luminaries nearing the end of their service life within the next 5-10 years. The condition of the infrastructure is starting to result in increased maintenance costs above that which is budgeted and which is only likely to escalate without sizeable investment into the network.
18. The city network (excluding state highways managed by the Transport Agency) has 15,200 street lights consisting of
 - 7,500 on residential streets (P category)
 - 5,500 on arterial roads (V category)
 - 2,200 decorative lights mainly in new subdivisions
19. In addition to the street lights, the city has 1,100 under verandah amenity lights which are in the road corridor and managed by HCC.
20. Light Emitting Diodes (LED) luminaries are now an attractive lighting alternative to traditional lamp technologies. The advantages of LED products are well reported and experience around the world and New Zealand have demonstrated that this technology is mature enough for adoption on both, new installations and for retrofit onto existing networks. Some of the key advantages of LEDs over our current HPSs include:
 - Maintenance and power-saving costs
 - More economic and environmentally-sustainable lighting solutions
 - Future proofed to enable smart technology
 - Better lighting quality will improve safety, and the perception of safety for residents
21. HCC previously considered a transition to LED street lighting as part of the 2015-25 10 Year Plan and resolved to work on the business case only in the 3 year period and to consider the capital cost as part of the next 10-Year Plan (2018-28). This decision was based on an estimated cost of an LED rollout which included the luminaires and a suitable advanced control system with the assumption that the work may attract an NZ Transport Agency subsidy of 51%.
22. While at the time of considering this project in 2014 LED technology was still emerging and there was not a consistent national view, the Transport Agency has since co-ordinated collective thinking between authorities in New Zealand and developed a standard business case and LED product approval methodologies.
23. In order to assist Road Controlling Authorities in making the change to LED, the Transport Agency has introduced an increased financial assistance rate (FAR) of 85% (usually 51%) to allow councils across the country to access additional funding for the replacement of existing non-LED luminaries. The increase 85% FAR is available until 30 June 2018, after which it will return to the normal 51%. This opportunity makes it very affordable to replace the residential and arterial street lights if we move quickly.
24. Staff do not believe that the control technology is at a point where it can be successfully deployed, and the proposals in this report, which are similar to the other adopters around the

country, are based on replacing luminaires only but with luminaires which are compatible with any future control system roll out.

25. In anticipation of a decision by HCC the Infrastructure Alliance has competitively tendered the supply of the luminaires alongside Waikato District Council who are also progressing replacement. In doing so regard has been given to the lessons learned from early adopters such as Auckland as to the best luminaires to use.

Discussion

26. Staff have developed a five stage programme to replace Council's ageing HPS luminaries with LEDs which takes advantage of the Transport Agency's limited time 85% FAR for stages 1 and 2 only.
- **Stage 1; Residential lighting** purchase and install 7,500 LED luminaries in 2017/18
 - **Stage 2; Arterial lighting** (excluding State Highways), purchase 5,500 LED luminaries in 2017/18 and install these by 30 December 2018. **note:** there won't be time or resource available to physically install these this in 2017/18, however this work will need to be completed (i.e. luminaries installed by 30 December 2018) to be eligible for the 85% FAR on the purchase price,
 - **Stage 3; Decorative lighting-** consider supply and install 2,200 LED luminaires (at normal 51% Transport Agency subsidy rates) as part of the Street Light Renewal activity between years 1 – 3 of the 2018-28 10 Year Plan, subject to approval,
 - **Stage 4; Amenity lighting-** consider supply and install 1,100 LED luminaires (which are unlikely to attract any Transport Agency subsidy) as part of the Street Light Renewal activity between years 1 – 3 of the 2018-28 10 Year Plan, subject to approval,
 - **Stage 5; Infill lighting-** A potential issue due to 'lighting gaps' in the network following the installation of LED lighting, will be addressed through an annual 'upgrade' programme of infill lights as part of the Street Light Renewal activity between years 2 – 6 of the 2018-28 10 Year Plan, subject to approval.
27. Staff propose that stages 1 and 2 be progressed over the next 2 financial years (2017/18 and 2018/19) on the basis that Stage 1 can be funded within existing 2017/18 budgets due to the enhanced 85% FAR from the Transport Agency. Stage 2 will require additional funding although this has a payback within the 10 year period.
28. Staff propose that stages 3, 4 and 5 be considered as part of the 2018/28 10-Year Plan, and that HCC advocates extension of the enhanced FAR to enable completion of the LED conversion programme.

Financial Considerations

29. Estimated Project Costs

Project Component	Description	Estimated Project Cost	HCC Share	Funding Plan for HCC share
<u>Stage 1:</u> Residential Lighting (P Cat)	Purchase and install 7,500 LEDs in 2017/18 (at 85% FAR);	\$2.750M (2017/18)	\$0.357M (2017/18) (accounts for \$0.055 extra subsidy)	\$0.520M funding is available from existing 2017/18 renewal budgets An additional \$0.055M can be claimed for work already completed at enhanced FAR

Item 14	Stage 2: Arterial Lighting (V Cat) (excl SHs)	Purchase 5,500 LEDs in 2017/18 (at 85% FAR);	\$2.380M (2017/18)	\$0.357M (2017/18)	\$0.163 from existing budgets leaving a balance of \$0.194M in 2017/18
		Install 5,500 LEDs by 30 Dec 2018 (at 51% FAR);	\$0.570M (2018/19)	\$0.279M (2018/19)	Total additional funding required in 2018/19 is \$0.279
Stage 1 and 2 totals (rounded)			\$5.70M	\$0.993M	
Stage 3: Decorative Lighting	Purchase 2,200 LEDs in 2018/19; Install 2,200 LEDs in 2019/20;		\$1.905M	\$0.933M	Subject to approved LED product availability, and approved funding in the 2018-28 10 Year Plan;
Stage 4: Amenity Lighting	Replace existing amenity lighting in 2020/21		\$0.450M	\$0.450M	Subject to funding approved in the 2018-28 10 Year Plan (note; unlikely to attract FAR)
Stage 5: Infill Lighting	Supply and installation of columns & LEDs to address lighting gaps in the network over a 5 year period from 2019/20 to 2023/24;		\$1.020M	\$0.500M	Subject to funding approved in the 2018-28 10 Year Plan
Stage 3,4 and 5 total (rounded)			\$3.40M	\$1.88M	
Programme Totals (rounded)			\$9.10M	\$2.88M	

30. The total HCC cost (local share) to implement stages 1 and 2 over 2 financial years is \$993,000. Of this \$714,000 is required in 2017/18 and \$279,000 in 2018/19
31. The following funding (\$575,000) is available in the 2017/18 financial year for this project
 - \$520,000 from existing renewal budgets
 - \$55,000 that can be back claimed from the Transport Agency at a higher FAR (85%) for work completed on the business case and trial LED installations.
32. This means that stage 1 can be undertaken within existing budgets. This is the highest benefit replacement and staff recommend proceeding with this.
33. To purchase the stage 2 luminaires in 2017/18 to take advantage of the 85% FAR will require additional funding of \$194,000 which would need to go on the risk and opportunities schedule. The cost of installing the luminaires in 2018 /19 of \$279,000 (local share) would also be additional and would have to be built into the 2018-28 10-Year Plan, noting that it would be offset within the 10 years by reduced costs. Staff also recommend proceeding with stage 2.
34. Staff propose to use the Infrastructure Alliance for the supply and installation of the stage 1 and stage 2 LED lighting project on the basis that they are our contracted supplier for lighting services.
35. In anticipation of a decision by HCC the Infrastructure Alliance has competitively tendered the supply of the stage 1 luminaires alongside Waikato District Council who are also progressing replacement.

36. The stage 1 and stage 2 project cost is \$5,700,000. In order to get the Infrastructure Alliance to do this work an increase in the Approved Contract Sum of contract 12080 will be required as this work was not in the envisaged scope of the Alliance work.
37. Growth and Infrastructure Committee approved a 3 year extension to contract 12080 and a revised Approved Contract sum of \$135,000,000 (over 7 years to 30 June 2020) at its March 2017 meeting. A revised Approved Contract Sum of \$140,700,000 will be required to undertake stage 1 and 2 of the LED project.
38. Stages 3 to 5 are currently proposed in the draft Access Hamilton programme and will only be undertaken subject to been approved as part of the 2018-28 10 year plan.
39. Attachment 1, 2 and 3 set out the more detailed analysis of the relevant financial considerations.
40. Once the replacement to LED is approved the existing assets (luminaries only) will have much shorter lives. This will require the useful lives of the existing assets to be reduced to align with the timing of the replacement programme. The effect on the operating result of reducing the useful lives will be higher depreciation expenditure over the replacement programme period.

Sustainability Considerations

41. This LED project contributes to the sustainable management focus of Access Hamilton which provides a long-term strategic vision to meet the changing travel demands of the city by providing a sustainable transport system. Specifically it contributes to Hamilton's environmental sustainability objectives by increasing the efficiency with which we use energy.
42. This project delivers on the sustainability principles adopted by HCC specifically principle 7 'Council works to improve the resource efficiency and health of homes, businesses and infrastructure in our city'.

Risks

43. In other centres where LEDs are being installed there are media reports that the difference in the colour of lights and the different focus of the beams has meant there have been some perceptions in some areas that the lighting is not as good.
44. Testing shows light levels are at least as good as before the installation, but the contrast between the white light and 'unlit' areas is greater.
45. To minimise this risk, as a trial, the Infrastructure Alliance has previously installed LEDs in residential streets around Waikato University with good results from resident feedback and measured lighting lux levels.
46. The Infrastructure Alliance has also identified with suppliers a larger wattage and range of units and colour that could be used on our network to ensure lighting levels and compliance is maximised.
47. To minimise risk further, each street will be assessed to identify any areas that may require infill lighting at a later stage and to maximise the new LED light output.
48. A tree trimming programme will also be deployed and a communications plan has been developed.
49. Another risk identified is that executing an accelerated programme of work over a compressed timeframe could result in a 'bow wave' effect in 15-20 years time in terms of renewals which would need to be managed through future 10 year plan applications for transportation street lighting renewals.

Significance & Engagement Policy

Significance

Item 14

50. Staff considered the following factors under the Significance and Engagement Policy:
- The level of financial consequences of the proposal or decision required.
 - The proposal affect the level of service of a significant activity (including commencing or ceasing an activity) or involves transfer the ownership or control of strategic assets.
51. Based on these factors, staff have assessed that the recommendations in this report have a low significance. This is based on the assessment that when compared to Council's existing High Pressure Sodium luminaries that LEDs are expected to provide maintenance and power-savings, are more economic and environmentally-sustainable, are future proofed to enable smart technology, and provide a better lighting quality.

Engagement

52. Given the low level of significance, staff are preparing a communication plan that will be used to provide the community with balanced and objective information to assist understanding about the LED street lighting upgrade programme.

Attachments

Attachment 1 - Stage 1; P Category Financial Analysis

Attachment 2 - Stage 2; P and V Category Financial Analysis

Attachment 3 - All Stages; Financial Analysis

LED Advanced Renewal Project Costs - P Cat Only

LED Programme	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
EXPENDITURE:											
Project management costs & contingency	167,000										
Stage 1 - P Cat supply (7,500 lanterns)	1,854,000										
Stage 1 - P Cat installation	730,000										
Stage 2 - V Cat supply (5,500 lanterns)											
Stage 2 - V Cat installation											
Stage 3 - Decorative supply (2,200 lanterns)											
Stage 3 - Decorative installation											
Stage 4 - Amenity LED lighting (under verandah) supply											
Stage 4 - Amenity installation & power supply											
Stage 5 - Infill supply and install poles and luminaires											
TOTAL EXPENDITURE	2,751,000	0									
REVENUE:											
NZTA Subsidy	-2,338,350	0	0	0	0	0	0	0	0	0	0
Business Case Subsidy on \$20K	-17,000										
Past Years' renewals Subsidy incr to 85%	-38,080										
TOTAL REVENUE	-2,393,430	0									
PROJECT NET COST TO COUNCIL:	357,570	0									
Existing Funding	357,570										
HCC REQUIRED FUNDING:	0	0	0	0	0	0	0	0	0	0	0

CONSEQUENTIAL SAVINGS (Gross):											
Consequential Renewal		-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	
Consequential Opex - Mtce		-91,251	-91,251	-91,251	-91,251	-91,251	-91,251	-91,251	-91,251	-91,251	
Consequential Opex - Electricity		-117,082	-117,082	-117,082	-117,082	-117,082	-117,082	-117,082	-117,082	-117,082	
TOTAL CONSEQUENTIAL SAVINGS (Gross)	0	-223,333	-2,009,997								
Less NZTA Share (not earned)	0	113,900	113,900	113,900	113,900	113,900	113,900	113,900	113,900	113,900	
TOTAL CONSEQUENTIAL SAVINGS (Net)	0	-109,433	-984,899								
OVERALL NET COST TO COUNCIL:	0	-109,433	-984,899								
CUMULATIVE FUNDING INVESTMENT	0	-109,433	-218,866	-328,300	-437,733	-547,166	-656,599	-766,032	-875,465	-984,899	

Project Payback Period (years) 13.7
HCC Payback Period (years) 3.6

LED Advanced Renewal Project Costs - P Cat and V Cat Only

LED Programme	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
EXPENDITURE:											
Project management costs & contingency	334,000										
Stage 1 - P Cat supply (7,500 lanterns)	1,854,000										
Stage 1 - P Cat installation	730,000										
Stage 2 - V Cat supply (5,500 lanterns)	2,209,255										
Stage 2 - V Cat installation		570,000									
Stage 3 - Decorative supply (2,200 lanterns)											
Stage 3 - Decorative installation											
Stage 4 - Amenity LED lighting (under verandah) supply											
Stage 4 - Amenity installation & power supply											
Stage 5 - Infill supply and install poles and luminaires											
TOTAL EXPENDITURE	5,127,255	570,000	0	5,697,255							
REVENUE:											
NZTA Subsidy	-4,358,167	-290,700	0	0	0	0	0	0	0	0	0
Business Case Subsidy on \$20K	-17,000										
Past Years' renewals Subsidy incr to 85%	-38,080										
TOTAL REVENUE	-4,413,247	-290,700	0	-4,703,947							
PROJECT NET COST TO COUNCIL:	714,008	279,300	0	993,308							
Existing Funding	520,000										
HCC REQUIRED FUNDING:	194,008	279,300	0	473,308							

CONSEQUENTIAL SAVINGS (Gross):											
Consequential Renewal		-15,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	
Consequential Opex - Mtce		-91,251	-311,448	-311,448	-311,448	-311,448	-311,448	-311,448	-311,448	-311,448	
Consequential Opex - Electricity		-117,082	-236,975	-236,975	-236,975	-236,975	-236,975	-236,975	-236,975	-236,975	
TOTAL CONSEQUENTIAL SAVINGS (Gross)	0	-223,333	-568,423	-4,770,717							
Less NZTA Share (not earned)	0	113,900	289,896	289,896	289,896	289,896	289,896	289,896	289,896	289,896	
TOTAL CONSEQUENTIAL SAVINGS (Net)	0	-109,433	-278,527	-2,337,651							
OVERALL NET COST TO COUNCIL:	194,008	169,867	-278,527	-1,864,343							
CUMULATIVE FUNDING INVESTMENT	194,008	363,875	85,348	-193,179	-471,707	-750,234	-1,028,761	-1,307,289	-1,585,816	-1,864,343	

Project Payback Period (years) 11.9
HCC Payback Period (years) 4.2

LED Advanced Renewal Project Costs - Full Project

LED Programme	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
EXPENDITURE:											
Project management costs & contingency	334,000										
Stage 1 - P Cat supply (7,500 lanterns)	1,854,000										
Stage 1 - P Cat installation	730,000										
Stage 2 - V Cat supply (5,500 lanterns)	2,209,255										
Stage 2 - V Cat installation		570,000									
Stage 3 - Decorative supply (2,200 lanterns)			1,540,000								
Stage 3 - Decorative installation			365,000								
Stage 4 - Amenity LED lighting (under verandah) supply				250,000							
Stage 4 - Amenity installation & power supply				200,000							
Stage 5 - Infill supply and install poles and luminaires			204,000	204,000	204,000	204,000	204,000				
TOTAL EXPENDITURE	5,127,255	570,000	2,109,000	654,000	204,000	204,000	204,000	0	0	0	0
REVENUE:											
NZTA Subsidy	-4,358,167	-290,700	-1,075,590	-104,040	-104,040	-104,040	-104,040	0	0	0	0
Business Case subsidy on \$20K	-17,000										
Past Years' renewals Subsidy incr to 85%	-38,080										
TOTAL REVENUE	-4,413,247	-290,700	-1,075,590	-104,040	-104,040	-104,040	-104,040	0	0	0	0
PROJECT NET COST TO COUNCIL:	714,008	279,300	1,033,410	549,960	99,960	99,960	99,960	0	0	0	0
Existing Funding	520,000										
HCC REQUIRED FUNDING:	194,008	279,300	1,033,410	549,960	99,960	99,960	99,960	0	0	0	0

CONSEQUENTIAL SAVINGS (Gross):											
Consequential Renewal		-15,000	-20,000	-30,000	-45,000	-45,000	-45,000	-45,000	-45,000	-45,000	
Consequential Opex - Mtce		-91,251	-311,448	-423,098	-429,098	-429,098	-429,098	-429,098	-429,098	-429,098	
Consequential Opex - Electricity		-117,082	-236,975	-262,577	-282,577	-282,577	-282,577	-282,577	-282,577	-282,577	
TOTAL CONSEQUENTIAL SAVINGS (Gross)	0	-223,333	-568,423	-715,675	-756,675	-756,675	-756,675	-756,675	-756,675	-756,675	-6,047,481
Less NZTA Share	0	113,900	289,896	364,994	385,904	385,904	385,904	385,904	385,904	385,904	
TOTAL CONSEQUENTIAL SAVINGS (Net)	0	-109,433	-278,527	-350,681	-370,771	-370,771	-370,771	-370,771	-370,771	-370,771	-2,963,266
OVERALL NET COST TO COUNCIL:	194,008	169,867	754,883	199,279	-270,811	-270,811	-270,811	-370,771	-370,771	-370,771	-606,707
CUMULATIVE FUNDING INVESTMENT	194,008	363,875	1,118,758	1,318,037	1,047,226	776,416	505,605	134,834	-235,937	-606,707	

Project Payback Period (years) 15.0
HCC Payback Period (years) 9.7

Council Report

Item 15

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Maire Porter
Authoriser: Chris Allen
Position: Water Operations Manager
Position: General Manager City Infrastructure
Report Name: Valley Terrace Stormwater Pipe Remedial Works

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee of the preferred remedial option for the failed Valley Terrace stormwater pipe following further technical assessment and also outline the outcome of consultation with adjacent property owners and Waikato Regional Council.
2. To seek approval to progress with planning, consenting and implementation of physical works to remediate the failed Valley Terrace private stormwater pipe.

Staff Recommendation (*Recommendation to Council*)

3. That the Growth and Infrastructure Committee recommends that Council:
 - a) approves a total project budget of up to \$591,000 to enable staff to progress with planning, consenting and implementation of physical works to remove and replace the failed Valley Terrace stormwater pipe;
 - b) delegates authority to the General Manager City Infrastructure to finalise negotiations with the property owner from 12 Valley Terrace on the extent of any contribution to project works;
 - c) approves that ownership of the new proposed piped structure transfers to the Council and that the Council accepts all future maintenance and renewal obligations; and
 - d) approves staff to progress with the establishment of appropriate easements in gross on property titles of 10, 12 and 14 Valley Terrace to allow for future access to piped structure for inspection, maintenance and renewal purposes.

Executive Summary

4. A private stormwater pipe located in an un-named tributary to the Waikato River at the rear of 10, 12 and 14 Valley Terrace has failed causing significant erosion and adverse environmental effects. The pipe has been assessed as being in extremely poor condition and needs to be replaced.
5. Council has undertaken reactive works and investigations to meet its obligations under its Comprehensive Stormwater Discharge Consent to maintain the flow in the unnamed tributary.

6. An analysis of remedial options and discussions with Waikato Regional Council and affected property owners has occurred with the objective of determining the most appropriate remedial action to prevent further adverse effects.
7. Staff now recommend that physical works to remove and replace the failed stormwater piped structure are progressed, as detailed in paragraph 22 below.
8. Access works are proposed to start in December 2017, with the main physical works starting in January 2018 and taking up to 12 weeks to complete.
9. Staff consider the matters in this report to have low significance and that the recommendations comply with the Council's legal requirements.

Background

10. Finance Committee received a report on Valley Terrace Stormwater Pipe remedial works at its 11 April 2017 meeting. The report was in public excluded in order to protect the privacy of natural persons and to maintain legal professional privilege.
11. The report indicted work required to remediate a failed stormwater pipe in private property that had been installed in the 1950's under 4 to 5 metres of fill. Staff maintain that the pipe is a private asset installed for the sole benefit of 12 Valley Terrace (refer Attachment 1 and 2).
12. The damaged pipe is restricting stormwater flow in an unnamed tributary to the Waikato River and posing erosion risk to several properties in the vicinity. These matters indicated that Council had some role to play in resolving the issue through its obligations under its Comprehensive Stormwater Management Consent (CSDC).
13. The matter is a longstanding complex issue that has required substantial effort to understand all of the remedial and funding options and it was considered necessary to have an agreement in principle from Council about funding in order to progress any remedial works.
14. Committee resolved for Staff to advise the property owner of 12 Valley Terrace that Council had considered the matter and had agreed in principle to accept funding responsibility and some contribution by the property owner/s.
15. Staff were also requested to report back to the Growth and Infrastructure Committee to obtain a decision on the remedial option once further information was available. This information related in particular to the ability to obtain a resource consent for any remedial option, to gain the broader acceptance of adjacent property owners to the remedial work and the cost of the remedial works.
16. Two options for remediation were presented to Committee. Option A to remove the pipe in its entirety and revert the piped structure back to a natural gully and Option B to replace the pipe. There was insignificant information at that point in time for staff to recommend an option although staff did indicate a preference for Option A.
17. The land owner had a strong preference for Option B and also disputed that the pipe was a private asset.
18. Committee were advised that the estimated cost to remediate the failed pipe was \$550,000. Committee were advised that if the pipe replacement option was chosen and Council chose to be the owner of the new asset, the work could be substantially capitalised, otherwise operational funding would be required.
19. Committee were also advised that staff considered a landowner contribution could be by way of any planting in addition to that required to comply with any consents.
20. Council has been kept up to date with progress on this project through the General Manager report to Growth and Infrastructure Committee.

Discussion

Item 15

Preferred Remedial Solution

21. Substantial technical assessment work and consultation with affected properties and the nearby community has now been completed and staff are in a position to recommend to Committee that the remedial works are based on replacing the failed pipe with a larger pipe and for Council to assume ongoing ownership of the pipe.
22. This recommendation is based on;
 - Geotechnical considerations that indicate given the passage of time an open cut may be unstable
 - Positive discussions with Waikato Regional Council in regards to ability to obtain appropriate consents
 - Positive discussions with affected properties and property owners in the vicinity of the Valley Terrace Gully.
23. If the recommendation to proceed with remedial works is not approved, the following effects may occur:
 - Erosion and subsidence will continue to occur and impact significantly on the property of 12 Valley Terrace as well as compromising the safety of anyone immediately above or below the subsided area.
 - Council being unable to meet its obligations specified in the CSDC to maintain the flow of the unnamed tributary.
 - The need for continued management of third party land issues and ongoing legal negotiations that could impact negatively on Councils reputation.

Completion of Physical Works

24. HEB Construction will be engaged to complete physical works under existing Contract 14378 - Three Waters Network Physical Works as the works fall within the contract scope and Approved Contract Sum.
25. The physical works are expected to start in January 2018 and take approximately 10 to 12 weeks to complete.
26. In preparation for works starting in January 2018, some enabling works to create an access route into the Valley Terrace Gully from Horne Street is likely to take place in December 2017. Discussions are currently underway with the affected property owner to confirm arrangements for this to occur.

Ownership of Piped Structure

27. The staff view is that the current failed pipe structure is a private asset.
28. Staff have undertaken investigations and actions in order to fulfil Council's obligations under the CSDC to maintain the flow of the unnamed tributary.
29. As the piped structure is located over multiple properties, it would be challenging for the property owners of 10, 12 and 14 Valley Terrace to share ownership responsibilities and efficiently undertake the required physical works and ongoing inspections, maintenance and renewal activities.
30. The staff recommendation is that ownership of the proposed new pipe structure should transfer to Council on the basis that the pipe will be an integral part of the City's Stormwater network and staff have the appropriate skills and experience to manage this type of water asset.

31. As the new proposed piped structure would be located on private property, staff are also recommending that appropriate Easements in Gross are established to provide access to Council staff and/or Contractors to complete required inspections, maintenance and renewal activities.

Financial Considerations

32. The total remaining cost to complete this project is \$591,000, which is not funded in the 2017/18 Annual Plan.

Type of Costs	2017/18 Year		Future Years	
Capital Expenditure	Approved budget	Costs incurred	Unfunded	
Design Works	\$ 0	\$ 37,875	\$ 96,000	\$ 0
Consenting	\$ 0	\$ 0	\$ 10,000	\$ 0
Physical Works	\$ 0	\$ 0	\$485,000	\$ 0
Total Capex	\$ 0	\$37,875	\$591,000	\$ 0

Note: The costs included in the table above are based on engineer's estimates and include a 30% contingency for the physical works activity due to the unknown ground conditions.³³ The financial implication of the recommendation is that there is no capital funding available for the works to be completed so the project will need to be included on the organisational Risk and Opportunity Register.

34. Costs associated with the investigation and response to manage the impact of erosion within the Valley Terrace Gully has been incurred in previous financial years and are additional the costs outlined above. These additional costs were funded from existing operational budgets over two financial years and are summarised below.

Type of Costs	2015/16 Year	2016/17 Year
Operational Expenditure	Costs incurred	Costs incurred
Legal Advice	\$ 2,942	\$ 23,194
Investigation <i>Investigations and surveying by Consultancy and Contractors</i>	\$13,867	\$117,241
Contingency Response <i>Physical works completed by Council staff/contractors to maintain flow in Valley Terrace unnamed tributary</i>	\$ 4,929	\$ 23,239
Total Opex	\$21,738	\$163,675

Legal and Policy Considerations

35. Staff confirm that the staff recommendation complies with the Council's legal and policy requirements and ensures that Council continues to meet its obligations under the CSDC to ensure that stormwater remains free flowing.

Sustainability Considerations

36. The staff recommendation primarily supports delivery of the Council's Sustainability Principles, namely, Principle 3 – Council anticipates and acts to prevent or mitigate environmental degradation where there are threats of serious or irreversible damage. It achieves this through the remediation of the failed private stormwater pipe and assuming the ongoing ownership of the pipe to ensure it is maintained and renewed appropriately to prevent future environmental impacts

Risks

37. If remedial works are not undertaken, there are several risks that could arise:
- Continued erosion and subsidence occurring which will impact significantly on the property of 12 Valley Terrace as well as compromising the safety of anyone immediately above or below the subsided area.
 - Council being unable to meet its obligation within the CSDC to maintain the flow of the unnamed tributary.
 - Continued management of third party land issues and ongoing legal negotiations that could impact negatively on Councils reputation.
38. The risks associated with the staff recommendations are:
- That by assuming the ongoing ownership of the piped structure that Council will be responsible for all operational and renewal costs and any future erosion that may occur as a result of the structure.
 - Access for the ongoing inspection, maintenance and renewal of the piped structure is limited due to the infrastructure being located on private property. This is mitigated by negotiated agreements and the establishments of appropriate easements in gross on 10, 12 and 14 Valley Terrace to secure access to the piped structure.
39. The cost of works has been assessed based on Consultant and Contractor estimations received to date. As this project involves significant earthworks in a sensitive environment there is potential for unexpected time delays and additional costs as a result of variable ground conditions and continued erosion occurring.

Significance & Engagement Policy

Significance

40. Staff considered the following factors under the Significance and Engagement Policy:
- The level of financial consequences of the proposal or decision required.
 - The portion of the community affected by the proposal or decision.
41. Based on these factors, staff have assessed that the recommendations in this report have low significance.

Engagement

42. Community views and preferences are already known to the Council. These were obtained through meetings with directly affected property owners of 10, 12 and 14 Valley Terrace and from feedback received from property owners in the vicinity of the Valley Terrace gully that attended a Community Information session on 10 August 2017.
43. Given the low level of significance, staff recommend the level of further engagement is informing affected property owners of progress with the completion of approved remedial works. Engagement is proposed as regular updates throughout the term of the physical remedial works.

Attachments

Attachment 1 - Location of Valley Terrace Gully and Stream

Attachment 2 - Unlogged Culvert Pipe Approximate Location



 Hamilton City Council Te kaunihera o Kirikiriroa	Open Drain to Waikato River Valley Terrace	
	Scale :- 1 : 1037 Date :- 28/03/2017	

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Hamilton City Council
Te kaunihera o Kirikiriroa

Disclaimer: Hamilton City Council does not guarantee that the data shown on this map is 100% correct.

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Open Drain out to Waikato River

Valley Terrace

Scale :- 1 : 1037

Date :- 28/03/2017





 **Hamilton City Council**
Te kaunihera o Kirikiriroa

Disclaimer: Hamilton City Council does not guarantee that the data shown on this map is 100% correct.

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Unlogged Culvert Pipe Approximate Location

Valley Terrace Properties

Scale :- 1 : 259

Date :- 28/03/2017



Council Report

Item 16

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Ken Cunningham
Authoriser: Chris Allen
Position: Strategic Land Manager
Position: General Manager City Infrastructure
Report Name: Road Stopping - Part of Hillsborough Tce

Report Status	<i>Open</i>
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Purpose

1. To seek a recommendation to Council for approval for the stopping of approximately 530m² of Hillsborough Terrace and selling it to the adjoining property owner, I M Martin Family Trust.

Staff Recommendation (*Recommendation to Council*)

2. That the Growth and Infrastructure Committee:
 - a) receives the report.
 - b) recommends to Council approval for approximately 530m² of road at Hillsborough Terrace (subject to survey and shown on Attachment 1) be stopped and sold to the I M Martin Family Trust, subject to:
 - i. any objection received from a public consultation process that remains unresolved is reported back to Committee for consideration.
 - ii. the sale and purchase price being agreed to.
 - iii. the transfer of land is not completed until resource consent is granted by Council, in its regulatory capacity, for the proposed development.
 - iv. a title being issued by Land Information New Zealand for the stopped road land.
 - v. the stopped road land being amalgamated with the adjoining property's title.
 - vi. all costs associated with the road stopping and sale and purchase processes being met by the I M Martin Family Trust.
 - c) recommends Council delegates to the Chief Executive authority to:
 - i. sign all documentation relating to the road stopping.
 - ii. negotiate the sale and purchase of the road stopping land, subject to a registered valuation report being obtained that has a valuation date of no more than two months prior to the signing of the sale and purchase agreement, which supports the sale and purchase price.
 - iii. sign all documentation relating to the sale and purchase of the land.

Executive Summary

3. Ian Martin of the I M Martin Family Trust (Family Trust) has requested that an area of approximately 530m² of Hillsborough Terrace be stopped and sold to the Family Trust to enable better development of its adjoining property. Refer Attachment 1.
4. A concept plan has been provided for a 15 unit apartment development, and carparking facilities, if the road stopping is successful. Refer Attachment 2.
5. The Family Trust's property is zoned as Residential Intensification in terms of the October 2016 Partly Operative District Plan; the stopped road land will therefore be zoned the same, if the road stopping is concluded.
6. No consent application has been received by Council for development of the land.
7. The road stopping, if granted by the Growth & Infrastructure Committee (Committee), will be completed in terms of the Local Government Act 1974.
8. All costs associated with the road stopping and sale and purchase of the land are to be met by the Family Trust.

Background

9. A request has been received from the Family Trust to purchase an area of approximately 530m² of Hillsborough Terrace that is unformed road and adjacent to the Family Trust property.
10. The Family Trust has advised that by purchasing this land it would:
 - a) Reduce the amount of excavation and disposal of soil from the site, should the Family Trust need to proceed without the additional land.
 - b) Create a greater separation between the complex and neighbouring property.
 - c) Allow for an increase in carparks for residents and visitors.
 - d) Allow for an increase in the number of apartments.
 - e) Provides for greater flexibility for design.
11. In June 2016 the Family Trust obtained a geotechnical report from G A Hughes (2005) Ltd, which advised that land fill is present in its property and the road stopping area.

Discussion

12. Mr Martin has had discussions with Council staff in 2015 on developing a six apartment complex plus carparking facilities on the Family Trust's existing property, which has steep contours that limits the area available for development without the need for excavation.
13. Since these discussions no formal consent application has been received by Council and Mr Martin has continued to investigate his options for developing the site.
14. Mr Martin now considers that by purchasing an area of adjacent road land that it would enable better development of the Family Trust's property and improve vehicle access to it from Hillsborough Tce.
15. A concept plan has been received from the Family Trust (refer Attachment 2) showing a proposed 15 unit apartment development that includes use of the road stopping area.

16. The Family Trust proposes that the development will consist of:

Ground level	Carparking for residents and visitors
Level 1	4 x 1 bedroom apartments (60sqm – 70sqm each)
Level 2	4 x 1 bedroom apartments (60sqm – 70sqm each)
Level 3	4 x 1 bedroom apartments (60sqm – 70sqm each)
Level 4	2 x 3 bedroom apartments (approx. 120sqm each)
Level 5	1 x 3 bedroom apartment (approx. 120sqm)

17. Sale of the proposed stopped road land to the Family Trust will not commence until Council, in its regulatory capacity, considers and grants resource consent for the proposed development.
18. The completion of the road stopping and sale to the Family Trust will allow improved residential intensification to occur in terms of the Proposed Operative District Plan (PODP).
19. The PODP zones the Family Trust's existing property as Residential Intensification, which identifies areas suitable to accommodate higher density development.
20. The intent of this zoning is to encourage site redevelopment, primarily for multi-level and attached housing, which is likely to be in the form of apartments and town houses.
21. Should the recommendation in this report not be granted or the road stopping process is unsuccessful, the Family Trust will be required to amend the plans for the development of its property. If this did occur, the subject land will remain vested in Council for roading purposes.

Options

22. Not applicable.

Financial Considerations

23. All costs associated with the road stopping and sale and purchase processes are to be met by the Family Trust.
24. The area proposed to be stopped will be valued upon the road stopping being successful.

Legal and Policy Considerations

25. Staff confirm that the recommendations in this report comply with Council's legal and policy requirements.
26. The Committee (through the Governance Structure adopted by Council on 9 November 2016) has been delegated the following powers:
- Approval of purchase or disposal of land held for network infrastructure.
 - Approval of any proposal to stop any road, including hearing and considering written objections on such matters.
27. In terms of the Delegations to Positions policy staff are not delegated to authorise the sale, or proposed road stopping, as it is not recorded in the 2017/18 Annual Plan.

28. The Local Government Act 1974 (LGA) road stopping process will be utilised to meet the Family Trust's request. This consists of:
- a) Obtaining Council's consent for the proposed road stopping.
 - b) Obtaining a survey plan for the proposed road stopping area, which is to be approved by Land Information New Zealand
 - c) Public Consultation.
 - d) A Certificate of Title issued in Council's name.
29. Section 345 of the LGA allows for the stopped road land to be purchased by the adjoining property owner and amalgamated with that property owners' title.

Cultural Considerations

30. Not applicable.

Sustainability Considerations

31. Not applicable.

Risks

32. There are Council utilities (e.g. stormwater pipes) that have been identified as being near the proposed boundary of the proposed road stopping area. The boundary of the road stopping area, which will be determined upon survey being completed, will be located at a distance from Council's infrastructure that is acceptable to staff.
33. If the road stopping is not granted, or is unsuccessful through the public consultation process, then the proposed development will require modification due to the restriction in the area available.

Significance & Engagement Policy

Significance

34. Staff considered the following factors under the Significance and Engagement Policy:
- There's a legal requirement to engage with the community.
 - The proposal affect the level of service of a significant activity (including commencing or ceasing an activity) or involves transfer the ownership or control of strategic assets.

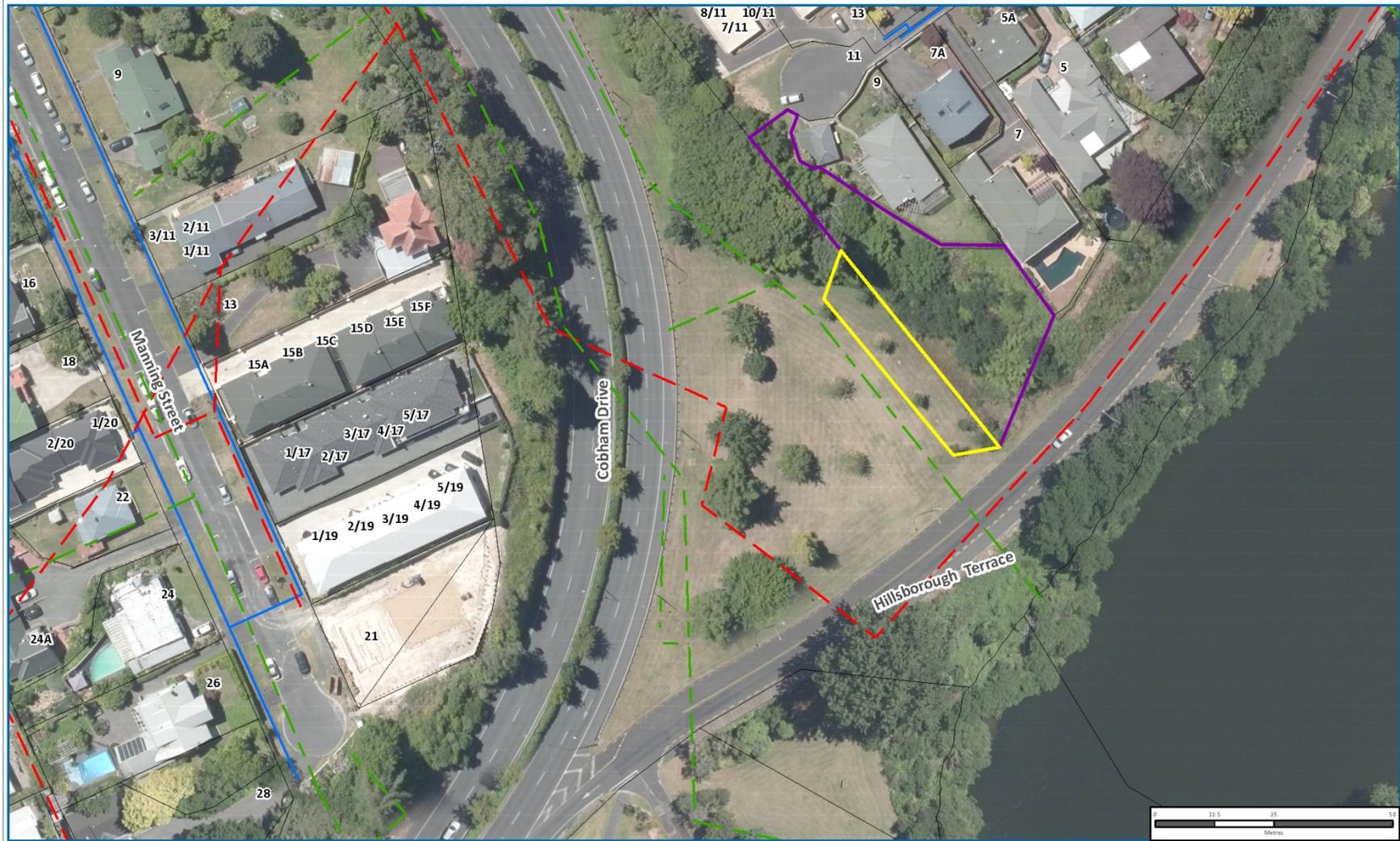
Engagement

36. Engagement with the public is proposed, in terms of the LGA, by advertising in the local newspaper and the Council's website for 40 days.
37. If any objection received within the 40 days is not resolved by staff, it will be reported to the Committee for consideration.
38. An unresolved objection can be referred to the Environment Court for determination.

Attachments

Attachment 1 - Plan indicating location of proposed Hillsborough Tce road stopping area.

Attachment 2 - Apartment complex concept plan, Hillsborough Tce,



Key

- ▭ I M Martin Family Trust Property
- ▭ Road area proposed to be stopped

- Storm Water Main
- Waste Water Main
- Water Main

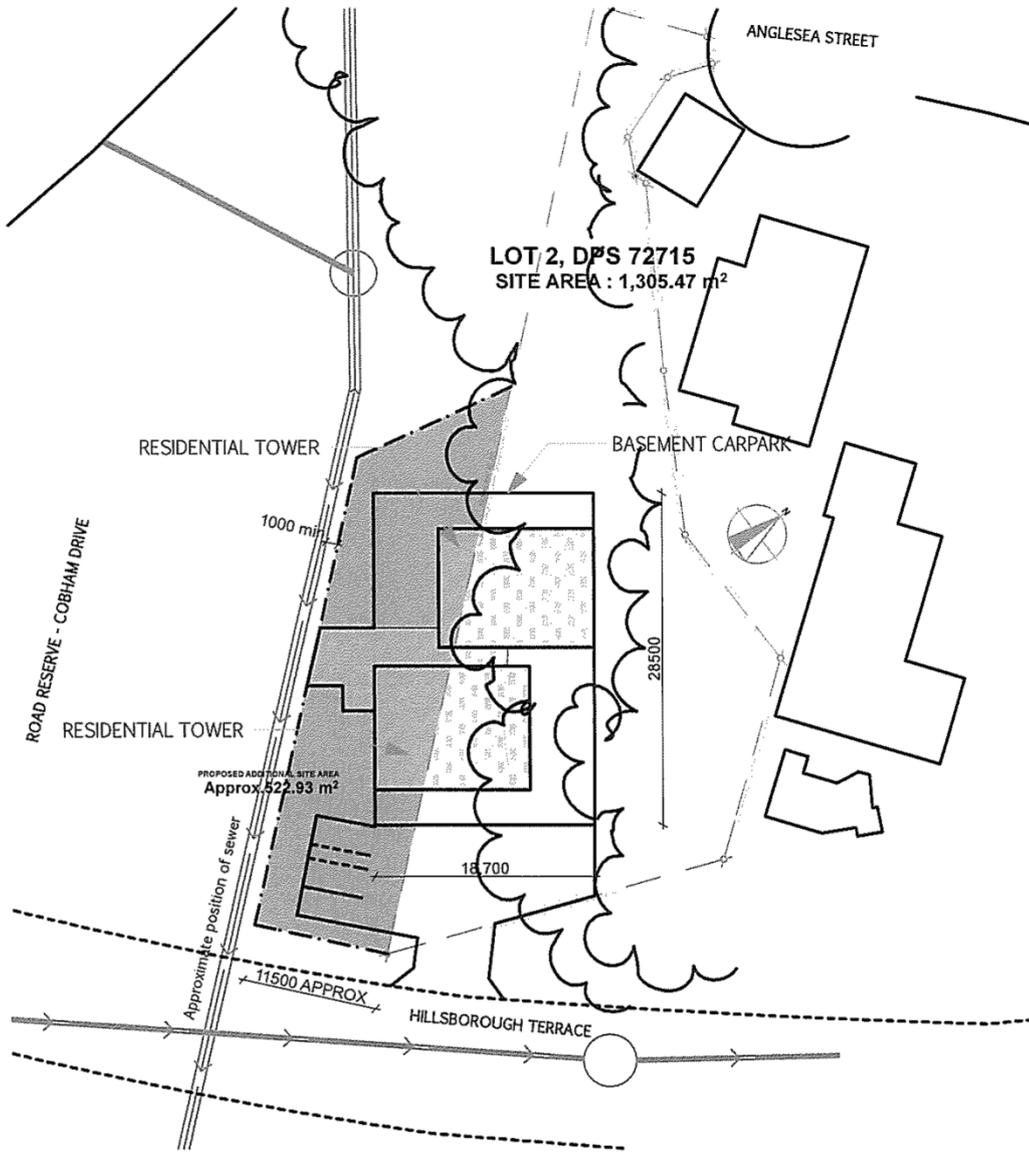


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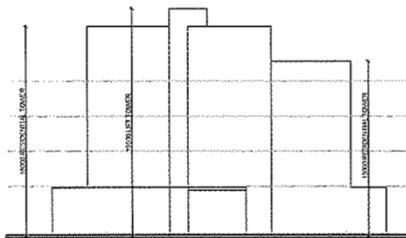


HAMILTON
 Hillsborough Terrace Proposed Stopped Road

version
1



SITE PLAN 1:500



BULK ELEVATION FROM COBHAM DRIVE

CONCEPT FOR APARTMENT DEVELOPMENT - 9 ANGLESEA STREET, HAMILTON



Arcube Architects
PO Box 38161
HOWICK AUCKLAND
64 27 4748 237



CONCEPT FOR APARTMENT DEVELOPMENT
- 9 ANGLESEA STREET, HAMILTON



Arcube Architects
PO Box 38161
HOWICK AUCKLAND
64 27 4748 237

Council Report

Item 17

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Ken Cunningham
Authoriser: Lance Vervoort
Position: Strategic Land Manager
Position: General Manager Community
Report Name: Land Exchange - Whyte Street

Report Status	<i>Open</i>
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Purpose

1. To seek a recommendation to Council for approval to exchange approximately 175m² of Council-owned land at Whyte Street for approximately 175m² of adjacent privately-owned land.

Staff Recommendation (*Recommendation to Council*)

2. That the Growth and Infrastructure Committee:
 - a) receives the report.
 - b) recommends Council approval of the exchange of approximately 175m² of Council fee simple land, legal description Lot 4 DP 486892, for approximately 175m² of land in the ownership of Anthony Endres, at no land cost to either party, subject to:
 - i. each party being responsible for their own legal costs
 - ii. associated land exchange costs, such as survey and valuation, being shared equally
 - iii. a survey plan being approved for the areas to be exchanged
 - iv. the area being received by Mr Endres being amalgamated with the title for his property at 10B Masons Ave
 - v. the area being received by Council being amalgamated with the title for the A J Seeley Gully Reserve.
 - c) Recommends Council delegates the Chief Executive authority to sign all documentation related to the land exchange.

Executive Summary

3. Anthony Endres (Mr Endres) has proposed an exchange of 175m² of his property at 10B Masons Ave for an equal area of Council land at Whyte Street that is adjacent to his property.
4. The land Mr Endres is offering to Council is adjacent to the A J Seeley Gully Reserve (AJSGR) and will be amalgamated with the title for this reserve.
5. Council will benefit from the land exchange as it will improve the configuration of the AJSGR and improve access within the reserve for maintenance purposes.
6. Staff consider the decision in this report is of low significance.

Background

7. Mr Endres, owner of the property outlined in white on Attachment 1, has proposed that an area of approximately 175m² of his property be exchanged for an equal area of adjacent Council property.
8. The Council land proposed to be exchanged was part of Whyte Street until it was stopped in 2000 and held by Council as fee simple land. It is not part of the AJSGR.
9. The land being offered by Mr Endres is immediately adjacent to the AJSGR.
10. Mr Endres is an active member of the A J Seeley Gully Trust, which assists in the preservation of the AJSGR.
11. Mr Endres has facilitated the restoration of the area proposed to be exchanged with Council in a manner that is consistent with the AJSGR.
12. Mr Endres intends to preserve and develop the vegetation of the area he obtains from Council, as he has done for the land he is wishing to exchange.
13. The area of Council land proposed to be exchanged with Mr Endres will not have road frontage and will be amalgamated with the title of Mr Endres' existing property.

Discussion

14. The area Council is being offered by Mr Endres will enable Council to:
 - a) Incorporate an area of land into the AJSGR, which increases the reserve area and improves the configuration of that land
 - b) Improve the alignment of the boundary between privately-owned properties and Council land
 - c) Develop the additional land in terms of the Council's Gully Management Plan.
15. Mr Endres advises that on taking ownership of the Council land proposed to be exchanged it will:
 - a) Provide a better boundary alignment for both his property and the Council land.
 - b) Enable easier construction of a boundary fence for his property.
16. If the recommendations are not approved then there will be no change to the existing boundary alignment and Council's former road land will remain disconnected from the AJSGR.

Strategic Alignment

17. The AJSGR is included in the Council's Gully Reserves Management Plan, which provides a strategic framework for the management of the reserves it includes.
18. Should the land exchange be successful then all of the additional land will be included as part of the AJSGR.

Options

19. No further options exist for Council to consider.

Financial Considerations

20. The Council share of the cost of the land exchange, including legal costs, is estimated to be approximately \$7,500 (plus GST), which can be met from Parks & Open Spaces existing budgets.
21. There is no land purchase cost to either party for the land being exchanged.

22. The land exchange has been valued by SGHU Valuations, an independent Hamilton based valuation firm, as being of equal financial value.

Legal and Policy Considerations

23. The Committee (through the Governance Structure adopted by Council on 9 November 2016) has been delegated the power to approve the purchase or disposal of land.
24. The disposal and acquisition of the land being exchanged is not delegated to staff in terms of the Delegations to Positions policy, as it is not recorded in the 2017/18 Annual Plan.
25. Staff confirm that all of the recommendations comply with Council's Sale and Disposal of Council Land policy.
26. There are no legal requirements to be met by Council for the land exchange.

Cultural Considerations

27. Not applicable

Sustainability Considerations

28. Not applicable

Risks

29. There are no known risks associated with the decisions required for this matter.

Significance & Engagement Policy

Significance

30. Staff considered the following factors under the Significance and Engagement Policy:
The portion of the community affected by the proposal or decision.
31. Based on these factors, staff have assessed that the request in this report has low significance.

Engagement

32. Staff consider that public engagement on this matter is not required as it is of low significance and only directly affects Council and Mr Endres.

Attachments

Attachment 1 - Plan showing areas proposed to be exchanged from/to Anthony Endres.



White outline –
indicates Mr
Endres’ property

Yellow outline –
indicates the area
of Mr Endres’
property proposed
to be exchanged
for Council land
(red outline).

Red outline –
indicates area of
Council land
proposed to be
exchanged with
Mr Endres’ land
(yellow outline).

Council Report

Item 18

Committee: Growth and Infrastructure Committee
Date: 12 September 2017

Author: Susan Stanford
Authoriser: Kelvyn Eglinton

Position: Manager Animal Education & Control
Position: General Manager City Growth Control

Report Name: Update on MoU between Animal Education and Control and SPCA

Report Status	<i>Open</i>
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Purpose

1. To inform the Growth and Infrastructure Committee on the current situation with the SPCA and Animal Education and Control.
2. Kelvin Powell and Susan Stanford, City Safe will present a verbal report.

Staff Recommendation

3. That the Growth and Infrastructure Committee receives the report.

Background

4. The memorandum of understanding between Animal Education and Control and the Waikato SPCA is attached to this report.
5. On 29 November 2016 the Waikato SPCA announced they were closing their doors for the foreseeable future due to financial difficulties. The closure included the SPCA facility in Northway Street and the Welfare Inspector Services.
6. Animal Education and Control could see that the closure of the Waikato SPCA was going to create extra pressure on Animal Rescue organisations and potentially leave people with nowhere to take stray and unwanted animals, particularly cats.
7. Animal Education and Control engaged with stakeholders to look at options to ensure community needs were met and the SPCA and Animal Rescues supported during this time. We decided to open our cattery and offer assistance to Tauranga SPCA Inspectors who were charged with coordinating inspectorate cover in the Waikato.
8. A memorandum of understanding was developed with the SPCA to provide Animal Education and Control with protection under the Animal Welfare Act 1999 relating to the housing and disposal of animals, primarily cats, after a seven day holding period (attachment 1).

Memorandum of Understanding update

9. The Memorandum of Understanding between Waikato SPCA and Animal Education and Control remains in place and is likely to continue for the foreseeable future.

10. To date more than 50 cats have been handed in to Animal Education and Control; most of these (40+) between 1 January and 8 March 2017. The SPCA took approximately half of these as vulnerable cats and kittens, Animal Rescues took a further 13, two were returned to their owners and the remainder adopted directly from Animal Education and Control or euthanized.
11. Costs incurred so far include; \$4,538 for cattery upgrade, \$1,000 for equipment and consumables and approximately \$14,000 for 80 hours of casual labour.
12. Animal Education and Control have responded to 99 Welfare service requests in the 2016-2017 period up from 16 in the 2015-2016 period. Of the additional 83 welfare-related complaints addressed by Animal Education and Control, approximately half of these were initiated by the SPCA and the other half from members of the public.
13. The SPCA is gradually reinstating services. Currently the SPCA Northway Street facility is open 10.30am to 2.30pm daily to members of the public. As a result of the opening up of their facility, Animal Education and Control are receiving fewer cats by members of the public.
14. The SPCA is expecting to offer an ambulance service during the day again soon. This service will not be operating after hours so Animal Education and Control will continue to respond to calls relating to injured animals until the ambulance service is fully operational.
15. There is a limited inspectorate service based in Hamilton and this is unlikely to change in the near future. The implication of this for Animal Education and Control is that we will expect and continue to respond to higher volumes of welfare-related complaints than usual. At the current rate the additional welfare complaints are manageable with our current resourcing levels.
16. Fees currently being charged for cats while operating under the MoU:
 - Cats and kittens moved on to SPCA and other Rescue organisations - no charge.
 - Cats returned to owners - no charge as we have no legal basis for impounding their animal.
 - Cats being adopted, charge at cost (microchipping \$10, vaccination \$30 and de-sexing \$25 – through New Lives Rescue)

Additional information specific to cats

17. On 29 June 2017 Council voted to support a remit for Local Government New Zealand to lobby for national legislation to manage cats.
18. State legislation in Queensland and Victoria, Australia, was investigated.
 - a) Queensland legislation used to include mandatory registration and micro-chipping of cats but the requirement to register has been repealed.
 - b) Victorian state law gives power to Local Authorities to create local laws relating to registering cats, multiple cat permits and curfews.
 - c) Neither State law requires mandatory de-sexing of cats.
 - d) The level of proactive enforcement of either state legislation is largely unknown.
19. A bylaw review would have variable costings dependent on the particular bylaw and staff hours involved in the review.
20. Hamilton has an estimated 24,000+ cats. If the Animal Nuisance Bylaw was reviewed and amended to include mandatory micro-chipping, de-sexing and containment (curfew) of cats, Animal Education and Control would require the following to be able to enforce the bylaw:
 - a) 4.5 additional staff; two Animal Education and Control Officers, 1.5 kennel attendants and one administrator. The estimated cost of this is \$210,000.
 - b) An additional vehicle suitably adapted to handle cats at approximately \$50,000.
 - c) I.T. system up-graded to support a “cat” database.

21. From 1 July 2016 to 30 June 2017 Animal Education and Control received 15 nuisance complaints involving cats; this equals a 0.06 percent rate of complaints based on an estimated population of 24,000 cats.
22. Potential cost recovery considerations include:
 - Impound/seizure fee. Would charge the same as we do for dogs as the resourcing to seize or impound a cat is similar to that of a dog.
 - \$12 sustenance per day.
 - Micro chipping as for dogs \$25.
 - Under the Animal Nuisance Bylaw we can only manage animals with a known owner. If not claimed, Animal Education and Control would have to hold a cat for six months before being able to legally dispose of it either by re-homing or euthanizing as the Animal Nuisance Bylaw falls under the Local Government Act.
 - We cannot issue infringements under a bylaw; the power to issue fines and infringements comes from national legislation such as the Dog Control Act.
23. Based on our experiences to date only four percent of the cats that came into Animal Education and Control had an identifiable owner. Cost recovery on this basis would initially be minimal until a greater percentage of the cat population was microchipped.

Attachments

Attachment 1 - MoU - AEC and SPCA 2017-01-17



**Hamilton Animal Education
and Control / SPCA**
MOU for intake of animals facilitated by SPCA





Abstract

This document outlines a path for stray animals to be accepted by Animal Education and Control (AEC) on behalf of the Waikato SPCA, in accordance with Section 141, 142 of the animal Welfare Act 1999.

Susan Stanford
Animal Education + Control Manager

A handwritten signature in blue ink, appearing to read 'Susan Stanford'.

17/11/17

Darren Rowe Centre Supervisor SPCA.

A handwritten signature in black ink, appearing to read 'Darren Rowe'.

17/11/17



SERVICE LEVEL AGREEMENT

Between the Waikato Branch of the RNZSPCA and Hamilton City Council (HCC).
Relating to Animal welfare response in the within the territorial boundaries of HCC .

This agreement has been developed as a guideline and shall be implemented to ensure continuity and consistency when dealing with animals related welfare response matters within the HCC Boundaries and the Waikato RNZSPCA. This agreement formulates actions and service we agree to take to mitigate suffering of animals within the region.

Primary objective: To minimise and mitigate any harm or suffering of animals within the region. Acceptance into centre via managed entry procedures.

Cat means - any kitten, adult male or female cat, stray or owned.

Stock means—

- (a) Any live horse, cattle, sheep, swine, alpaca, llama, bison, donkey, mule, or water buffalo that is not in a wild state;
- (b) Any deer, goat, rabbit, possum, or other animal that is kept within a fence or enclosure for domestic or farming purposes:

Name of Service	Responsibility	Provision of the Legislation	Action by Territorial authority
Ill treatment	SPCA	<ul style="list-style-type: none"> • In accordance with Section 127 of the Animal Welfare Act 1999. 	<ul style="list-style-type: none"> • SPCA may investigate, seize, transport or mitigate suffering of dog(s) in accordance with the Animal Welfare Act 1999. • Where an Animal Education and Control Officer (AECO) suspects there may be animal welfare offences that officer shall contact the SPCA for advice.
Non vulnerable stray	Territorial	<ul style="list-style-type: none"> • For Cats - In accordance with 	Customer contacts Council



<p>animals and cats</p>	<p>Authority</p>	<p>Section 141 of the Animal Welfare Act 1999.</p>	<ul style="list-style-type: none"> • Investigates situation of animal to determine animal's stray status. <ul style="list-style-type: none"> ○ Healthy strays follow protocol 1.3.1., may be admitted to AEC dependent on space at this facility. ○ Admitted via SPCA under Section 141 of Animal Welfare Act. May be returned to finding place with paper collar, as protocol 1.3.1.4. ○ Felines held for 7 days in accordance with Section 141, while advertising see protocol 1.3.1.5. • All stray animals admitted under Section 141 must be entered into SPCA Shelter Buddy database.
<p>Vulnerable / Injured Stray Cats.</p>	<p>SPCA</p>	<ul style="list-style-type: none"> • In accordance with Section 141 of the Animal Welfare Act 1999. 	<p>Customer contacts Council</p> <ul style="list-style-type: none"> • Investigates situation of animal to determine animals injures or vulnerability <ul style="list-style-type: none"> ○ Feline vulnerability is assessed on the following criteria, see protocol 2.1 <ul style="list-style-type: none"> ▪ Very young < 8-12 weeks ▪ Injured / Sick ▪ Geriatric >12 years ▪ Mum and Kittens or Heavily pregnant ▪ Perceived welfare risk ○ If an animal falls into these categories the SPCA will always accept the animal under Section 141 with generation of Shelter Buddy records. • AEC, if space allows will accept vulnerable stray animals that are perceived as having no health risk. This could include young kittens, Geriatric cats or mum and kittens. <ul style="list-style-type: none"> ○ Initially limited to 10 – 20 animals.



<ul style="list-style-type: none"> All sick and injured cats presented to AEC should be redirected to the SPCA for assessment, by appointment. <ul style="list-style-type: none"> If the cat is in so much pain that it is not acceptable under Section 138 of the Animal Welfare act to be kept alive then AEC should, with the advice of an SPCA inspector or Auxiliary Officer or vet, comply with the Act and mitigate suffering. All cat admitted to the SPCA will enter under Managed Entry Protocols 3.0. Vulnerable healthy stray cats presented to the SPCA may be redirected to AEC if agreed in advance and space allows. 			
<p>Customer contacts Council</p> <ul style="list-style-type: none"> Surrendered animals presented to AEC, should be assessed for fitness. It is the decision of AEC to accept or refuse any surrendered animal. The SPCA, at present, do not accept surrendered animals. 		Territorial Authority	Surrendered animals
<p>Option 1 : Landlord contacts SPCA</p> <ul style="list-style-type: none"> SPCA advises the landlord the cat/animal is not the SPCAs responsibility; the landlord can dispose of the cat/animal at own cost as with other property left behind. The landlord will have the cat/animal owner's details, car registration etc. Or, contact the Council refer to option 1 above <p>Option 2 : Landlord brings the cat/animal to the SPCA shelter</p>	* Section 141 of the Animal Welfare Act 1999	SPCA	Abandoned animals (Where there is no possibility for pursuing an offence under the animal welfare act for desertion. For example - in dwelling where Landlord gains access to dwelling)



			<ul style="list-style-type: none"> • Landlord must provide evidence of the cat/animal's owner's details prior to acceptance, e.g. forwarding address, car registration etc. • SPCA may accept the cat (if it wishes) as abandoned and deal with it in accordance with Section 141 of the Animal Welfare Act.
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All animals entering via Section 141 of the Animal Welfare Act 1999 accepted by AEC:

- Be admitted via SPCA protocols so compliance with the law is fulfilled.
 - All animals accepted will be temporarily **fostered** to AEC via SPCA database.
 - Animals advertised appropriately.
 - Animal details recorded on SPCA database. This can be done by SPCA staff.
 - 8 day stray hold observed.
 - On the 8th day ownership of animals accepted will be transferred (disposed) to AEC via SPCA database.
 - All vet cost during the 7day period and beyond will be the responsibility of AEC.
- After transfer to AEC can dispose of the animal in the way they feel best.



Protocol for SPCA Acceptance of Animals

1. Lost and Found Animals

If the SPCA is contacted about a lost or found animal, due to the requirements of Sections 141 and 142 of the Animal Welfare Act (1999), the SPCA is in a strong position to help reunite people with their animals. Using internal records available, the SPCA can determine and match a report on a lost animal with the animals that the SPCA has become involved with that currently have no known owner.

1.1. Sources of Lost and Found Animals

Animals involved in Lost and Found are those that have no known owners rather than those determined to have an owner. Animals excluded in this process therefore are those where there is a clear transfer of ownership, or knowledge of ownership.

They are categorised as follows:

- Stray: Animals accepted into SPCA care under the Animal Welfare Act (1999), Section 141
- Lost: Direct these enquiries to www.petsonthenet.co.nz
- Found: Generally managed or facilitated in the community and have not been accepted into SPCA care under the Animal Welfare Act (1999), Section 141

1.2. Lost Animals

The purpose of the lost animal process is to try and reunite people and their animals. This may be through advice, or passing their details (with their permission) to other suitable parties who may be able to assist them further. The default response from the SPCA is to request that the owner lists their lost animal(s) with www.petsonthenet.co.nz, which is the most popular, well known and well used pet reunification service in the country.

1.3. Found Animals

When a member of the public finds* an animal that they consider lost, they often contact the SPCA with a view to bringing the animal into our care. As part of managing the entry of animals it needs to be decided what is in the best interest of reuniting the animal – to leave it in situ in the community or to accept it into the centre.

Animals that are found in the community are often vulnerable and thus need to be accepted into SPCA care immediately when possible. However, non-vulnerable, unowned animals are sometimes better off left in situ in the community to find their own way home. This

prevents the potential rehoming of an animal that could be reunited without coming into the centre. With cats for example, the success of the use of paper collars has increased the success rate of this process in the community.

**Under the Shelter Buddy personal categories, a found animal is not received into the centre as it remains in situ in the community. However, the decision on this will remain with the centre to choose the allocation based on the best outcome for the animal.*

1.3.1. Cats

In order to establish if the finder has tried all possible options to reunite the cat in the local area, some good prompts to ask finders are:

1.3.1.1. Vet/ SPCA Microchip Check

"Can you catch the cat to scan it for a microchip?"

- Only a low percentage of cats are microchipped but it is important to check
- This should be able to be done free at the local vet clinic but the person will need to call and check this
- An inspector or Field Officer could be sent to check if necessary

1.3.1.2. Feeding

"Please do not feed the cat"

- If the cat is fed it may not go back to its home
- If it is hungry, it is more likely to go back to its home where it knows it can get food

1.3.1.3. Asking Neighbours

"Have you asked 10 neighbours?"

- By asking for an actual number of people, a set event has been targeted
- Remind the caller that (from a cat's perspective), neighbours are 360 degrees around their territory and not just next door
- Cats often have more than one food source and while someone may think that a particular individual is the owner of a cat, this may not be true
- If someone states "but I know that _____" please ask them to check again as unless they talk to all their neighbours (in all directions), then there is no way of knowing who owns which cat



1.3.1.4. Paper Collar

"We can issue you with a paper collar"

- The paper collar holds the finders details
- The paper collar can be emailed, posted or collected by the finder
- It is paper so it will rip straight away if the cat becomes tangled by the collar
- Sometimes more than one collar will be needed
- Paper collars have proved to be a very effective way of reuniting cats with their owners

1.3.1.5. Advertising

"Have you sent a flyer round the neighbourhood?"

- Flyers are a physical form of checking with neighbours
- These can be simple (written) or complex (including photos etc.)

1.3.1.6. Internet

"Have you listed the cat on www.petsonthenet.co.nz as found?"

- The website www.petsonthenet.co.nz has grown to be the central point in New Zealand for lost and found animals
- As people who have lost their animals are also directed to this website then a central point is created with all information

1.3.3. Dogs

Stray dogs should be reported to Animal Control where possible as they work under the Dog Control Act (1996) and have a legal responsibility to respond to such enquiries. If there is an animal welfare concern however, then an action request needs to be created for the Inspectorate to respond to.

1.3.4. Other Domestic Animals

Enquiries regarding found domestic animals (rabbits, birds, small animals etc.) should be dealt with under managed entry in a similar way to cats and non-native wildlife.

1.3.5. Native Wildlife

Department of Conservation (DOC) permitted external agencies are in the best position to respond to found native wildlife. Injured wildlife may prompt an ANR via the Inspectorate

for collection and transportation to a DOC permitted external agency or local vet practice for treatment. On occasion, vet practices may treat birds for free too.

1.3.6. Non-Native Wildlife

Enquiries regarding found non-native wildlife should be dealt with under managed entry where possible, or passed to external agencies to respond to if the centre is not equipped to assist. Injured wildlife may prompt an ANR via the Inspectorate for collection and transportation to a DOC permitted external agency or local vet practice for treatment. On occasion, vet practices may treat birds for free too.

2. Animal-Related Need Request (ANR)

This is an enquiry that will require a direct response from the SPCA, by either dispatching the Inspectorate to collect, rescue or investigate, or by the SPCA centre managing the entry of the animal.

2.1. Vulnerable/Non-Vulnerable Animals

The first thing to consider when dealing with an ANR is the vulnerability status of the animal, i.e. is it vulnerable/in a vulnerable situation, or is it non-vulnerable?

Decisions of vulnerability will differ from case to case but will include, although are not limited to, the following:

- **Very young < 8 weeks**
- **Injured**
- **Sick**
- **Geriatric >12 years**
- **Mum and Kittens or heavily pregnant**
- **Perceived welfare risk**

If an animal is classed as vulnerable*, it is deemed to have an immediate need for a resolution to the current situation it is in. For the Inspectorate this is usually dispatch to attend the animal and under managed entry the immediate need for a resolution is generally admission.

**Some variations may occur due to ownership, e.g. if an owner is present, then leaving the animal in situ and supporting the owner to resolve the situation is usually a better solution.*



3. Managed Entry

Also known as Balanced Intake and Managed Admissions, managing the entry of the animals into an SPCA centre does not mean turning animals away or even taking less animals.

At this stage it can mean a variety of actions including:

1. Immediate acceptance of all vulnerable animals
2. "Closed Door" policies due to capacity, disease outbreaks, staffing issues etc.
3. "Open Door" policies in relation to overall capacity, amnesty campaigns, particular age, breed or type of animal etc.
4. Limiting intake to certain ages, breeds, species, size etc.
5. Supporting owners to manage their animal situation in situ in the community

The benefit of Managed Entry is that it allows the SPCA centre the ability to schedule appointments when possible, manage overall capacity and reduce overcrowding or length of stay, which all can lead to stress in the animals, which is predisposed to disease and behavioural issues. A 'management plan' will be in place for every animal accepted into the care from the time it is received. This 'plan' is a living document and must be updated as the assessment progresses.

3.1. Responsible Pet Ownership

One of the general goals of pet ownership is to have every companion animal meeting the requirements deemed acceptable under those regarded as responsible pet ownership.

One of the ways to achieve this is treating the surrender of an animal as a last resort. However, by working with the owner there may be the ability to meet these goals without having the animal removed from its home.

3.2. Surrender of Owned Animals

When an owner feels that they can no longer responsibly care for an animal, and that they have exhausted all other options, surrendering (also known as signing over) their animal to the SPCA is seen as their last resort.

Until the animal is accepted by the SPCA, the owner is still responsible under the law*, so if euthanasia is the only viable decision, it must be with the full consent of the owner.

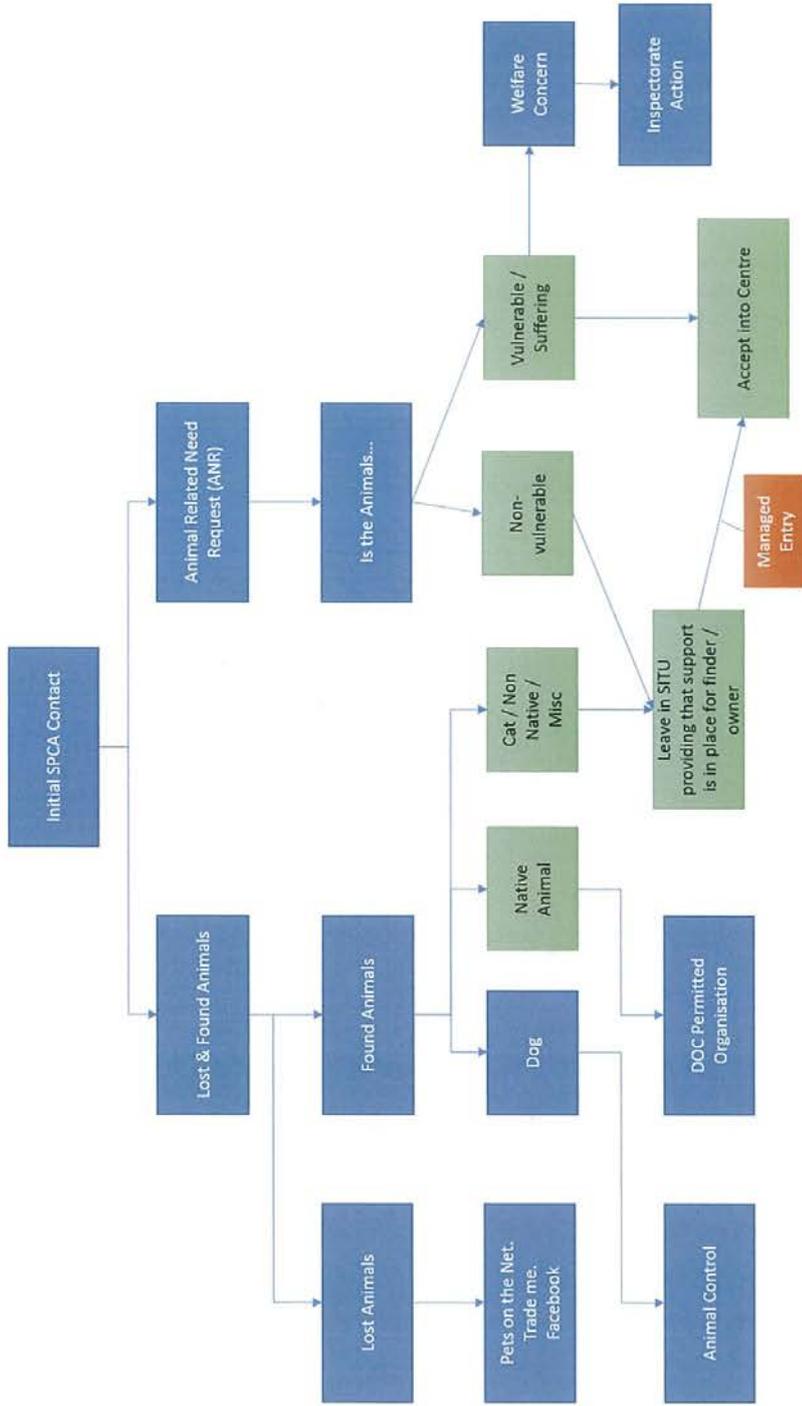
As this can be a very emotive subject, it is considered best practice to allow for a "cooling off" period of 24 hours following acceptance of the animal in case an owner should change their mind. This allows the centre the ability to return the animal to the owner if requested



and it is deemed appropriate. **under the Animal Welfare Act (1999), Section 10, the owner of an animal must ensure that the needs of their animal are met.*

3.3. Stray Animals

If a stray animal is presented to the centre for admittance, under Managed Entry the usual course of action is to admit the animal into care if it is vulnerable. If the animal is deemed non-vulnerable and is unable to be managed in the community (e.g. paper collar) or by other organisations (e.g. animal control) then it will usually need to be accepted into the care of the SPCA under the Animal Welfare Act (1999), Section 141.

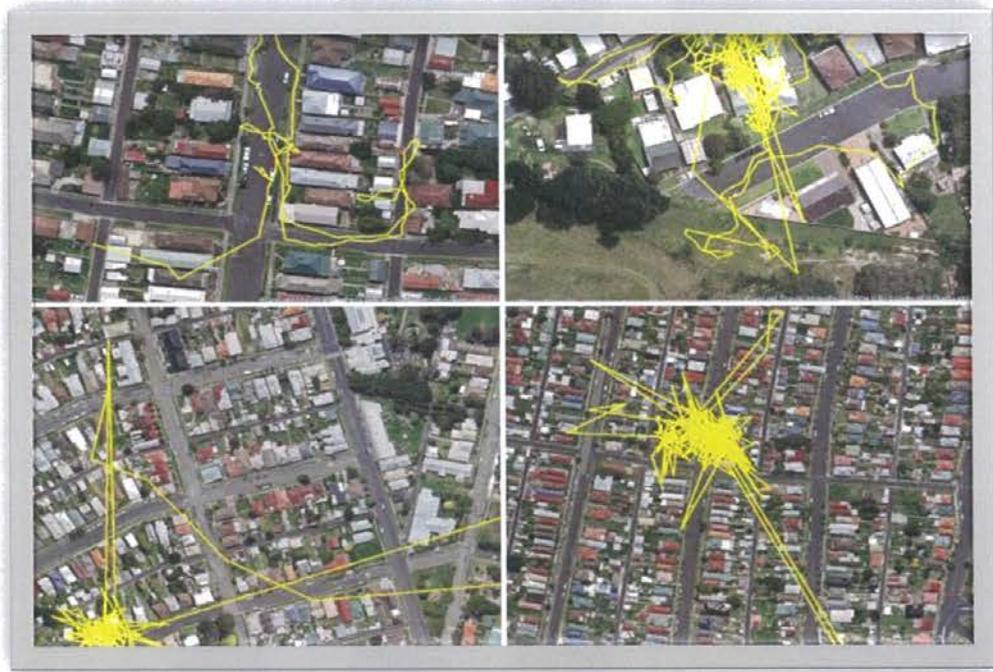


Incoming flow of animals into the SPCA.

Found a lost cat?
80% of cats are lost and not stray.
The aim is to reunite these cats with their owners
Helpful hints and tips to reunite lost/found cats with their owners

What to do when you've found a cat

- 1) Is the cat sick or injured? Common signs of illness or injury include gunky discharge from the eyes, patches of missing fur, underweight, dribbling from the mouth, limping and visible wounds. If the cat is sick or injured, please bring it in to our care as soon as possible.
- 2) Have you enquired with neighbours? We recommend approaching at least 10 houses in every direction (this includes houses behind and across the road). If door knocking is a concern, a flier drop is another great alternative.



GPS images of how a cat might travel. It's further than you might think. This is why an extensive search for an owner is essential!



- 3) Have you had the cat scanned for a microchip? This can be done at any vet clinic, or at the SPCA Waikato centre (11am-4pm Tuesday to Sunday) and doesn't cost anything to have done. A micro-chipped cat can usually be reunited with its owner within hours.
- 4) Have you checked the lost ads on Trademe and Pets on the Net? www.trademe.co.nz and www.petsonthenet.co.nz both have lost and found sections which are free to list on. Have a look through these, and if you don't see any cats matching the description of your found cat, place a found ad. We also recommend popping on to some of the Facebook pet related pages and putting a post on these. Some commonly used Facebook pages in the Waikato are:

- New Zealand Lost Pet Register
- Hamilton/Waikato A Pets Place
- Hamilton/Waikato Pets
- Pets in the Waikato
- Pets Hamilton & Waikato NZ
- Hamilton & Waikato Pets – Lost/Found/Wanted/For Sale

We also recommend putting up posters at local vet clinics, pet stores, dairies, laundromats and supermarkets.

- 5) Attach a paper collar. This should be done a minimum of 3 consecutive days. If it comes off before then, simply reattach a new one. Paper collars can be found on our website under resources, or you can grab a couple from our centre.

Council Report

Item 19

Committee: Growth and Infrastructure Committee
Date: 12 September 2017

Author: Trent Fowles
Authoriser: Chris Allen

Position: Compliance Manager
Position: General Manager City Infrastructure

Report Name: Proposed Waste Management and Minimisation Plan for consultation

Report Status	<i>Open</i>
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Purpose

1. To seek approval to consult with the community on Hamilton’s proposed 2018 – 2024 Waste Management and Minimisation Plan.

Staff Recommendation

2. That the Growth and Infrastructure Committee:
 - a) approves the proposed Waste Management and Minimisation Plan for the purpose of consultation with the community;
 - b) approves the draft Statement of Proposal – proposed Waste Management and Minimisation Plan;
 - c) approves the 2017 Waste Assessment for notification alongside the Statement of Proposal and the proposed Waste Management and Minimisation Plan; and
 - d) approves the commencement of public consultation in regard to the Statement of Proposal – proposed Waste Management and Minimisation Plan from 9 October 2017 to 19 November 2017.

Executive Summary

3. Council is required by the Waste Minimisation Act 2008 (WMA 2008) to review and develop an updated Waste Management and Minimisation Plan (WMMP) by April 2018. The WMMP must articulate Hamilton’s plan to promote waste management and minimisation.
4. The WMA 2008 also specifies that Council must use the Special Consultative Procedure set out in section 83 of the Local Government Act 2002 when amending the WMMP and also notify the most recent Waste Assessment undertaken in accordance with section 51 with the Statement of Proposal.
5. This report presents the proposed 2018-2024 WMMP, the Waste Assessment for public notification and a draft Statement of Proposal (see Attachments 1,2 and 3).
6. The proposed WMMP includes the vision, goals and objectives that were approved at the 1 August 2017 Growth and Infrastructure Committee meeting to allow the Waste Taskforce to continue to work towards a final recommendation to Council.

7. Once submissions on the draft Statement of Proposal have been received and considered by the Regulatory and Hearing Committee, a Determination Report will be presented to the Growth and Infrastructure Committee in March 2018 to recommend to Council the formal adoption of the 2018-2024 Waste Management and Minimisation Plan.
8. Staff recommend option 2 – consult on the proposed 2018-2024 Waste Management and Minimisation Plan, as detailed in this report.
9. Staff consider the decision in this report has high significance, that the recommendations comply with the Council’s legal requirements and that the proposed WMMP meets the requirements of the WMA 2008.

Background

10. The WMA 2008 required Council to adopt a WMMP by 1 July 2012 that articulated Hamilton’s plan to promote waste management and minimisation.
11. In April 2012 Council adopted Hamilton’s first WMMP (Attachment 4).
12. The WMMP provides the policy context for the current review of the kerbside rubbish and recycling service and guides the work delivered by Council’s waste minimisation advisors.
13. Council is required to review and develop a Waste Management and Minimisation Plan every 6 years. The WMA 2008 outlines the process and content that must be included in the WMMP. Hamilton’s current WMMP is valid until April 2018.
14. If Council does not have a valid WMMP there is a high risk that Council will lose the \$570,000 waste levy funding received from Central Government each year.
15. On 28 March 2017 the Growth and Infrastructure Committee resolved that a Waste Taskforce be established to ensure political oversight and guidance on rubbish and recycling in the city including providing guidance on the development of the updated 2018-24 WMMP.
16. The Waste Taskforce established a separate WMMP subgroup. The WMMP subgroup membership consisted of staff and the following Elected Members and External Stakeholders:
 - i. Elected Members: Councillor Mark Bunting (Chair), Councillor Paula Southgate and Councillor Siggie Henry
 - ii. External Stakeholders: Nicola Turner (Waikato Regional Council), Sonia Fursdon and Anna Casey Cox (Waikato Environment Centre) and Rachel Goddard (University of Waikato).
17. Two workshops were held with the WMMP subgroup, one to develop the proposed vision, goals and objectives and one to develop targets and actions.
18. On 1 August 2017 the Growth and Infrastructure committee resolved that the Waste Taskforce could progress with the development of the WMMP based on the proposed vision, goals and objectives.
19. The timeline for delivery of the 2018-24 WMMP is set out in Attachment 5.
20. The WMMP must outline the actions that Council will take to meet our obligations to “*promote effective and efficient waste management and minimisation*” (WMA 2008, Section 42). Waste levy funding received by Council from the Ministry for Environment must be spent on activities listed in the WMMP.
21. In developing and implementing the WMMP Council must have regard for the waste hierarchy – reduction, reuse, recycling, recovery, treatment and disposal.
22. The proposed WMMP and Statement of Proposal will be designed with Council Fight the Landfill branding prior to consultation commencing on 9th October 2017.
23. The consultation on the WMMP must follow the Special Consultative Procedure as outlined in Section 83 of the Local Government Act 2002.

24. Following consultation on the proposed WMMP the finalised 2018 WMMP will be presented to the Growth and Infrastructure Committee and then recommended to Council for adoption.

Discussion

Review of the 2012 WMMP

25. The Council is required by Section 50 of the WMA 2008 to complete a Waste Assessment (WA) prior to reviewing the current WMMP. Section 51 of the Waste Minimisation Act 2008 outlines what requirements the WA must meet. These are outlined in Attachment 6.
26. The WA must be notified alongside the Statement of Proposal and the proposed WMMP.
27. The 2017 Waste Assessment found that Hamilton produces an estimated 245,700 tonnes of waste each year and that of this 49% is sent to landfill and 51% is diverted to reuse, recycling or recovery. The 2017 WA is set out in Attachment 2.

Proposed 2018-2024 WMMP

28. The proposed WMMP outlines both the outcomes Council is seeking to achieve and the actions Council may take to achieve the outcomes.
29. The proposed vision, goals and outcomes were endorsed at the 1 August 2017 Growth and Infrastructure Committee meeting.
30. The 2018 WMMP is focused on normalising waste minimisation by making it easy for all Hamiltonians to reduce, reuse and recycle at home and at work.

Targets

31. The WMMP includes 4 proposed targets that Council will seek to achieve over the next 6 years. The targets are:
- Reduce the per capita amount of rubbish to landfill from Hamilton by 5% compared to 2016 by 2024
 - Increase the per capita amount of material diverted from landfill in Hamilton by 10% compared to 2016 by 2024
 - Reduce per capita kerbside rubbish to landfill by 10% compared to 2016 by 2024
 - Increase per capita kerbside recycling by 10% compared to 2016 by 2024
32. These targets can all be achieved by implementing a comprehensive waste minimisation education program and are not dependent on service or infrastructure changes. The education program required will be funded out of the waste levy budget that Council receives from Central Government.
33. The 2012 WMMP did not include any specific waste minimisation targets. The Ministry for the Environment guidance for developing WMMPs strongly suggests that Councils include targets in their next WMMPs.

Actions

34. The WMMP must include all actions that the Council will fund from the waste levy funding over the next 6 years. This means that some actions are general in nature to enable Council to fund a range of projects later in the delivery of the plan.

35. Many of the activities in the proposed WMMP are a continuation of actions in the 2012 WMMP. Council already provides:
- Kerbside rubbish and recycling services, transfer station and green waste processing
 - Litter bin servicing and illegal dumping collection
 - Ongoing monitoring of closed landfills to ensure that resource consent conditions are met
 - Waste minimisation promotion and education; and
 - Waste grants for the purpose of promoting or achieving waste minimisation.
36. The 2018 WMMP proposes that Council continues to deliver these services by focusing on the following 9 areas:
- Services
 - Partnerships
 - Events
 - Education
 - Litter and illegal dumping
 - Grants
 - Data
 - Council management
 - Regulation
37. One of the key actions proposed is to *‘Implement new rubbish and recycling collection services and undertake a comprehensive education and information campaign to support the implementation’*. This action is worded specifically to enable a separate Council Report to be presented to Council in October/November 2017 for decision on the proposed level of service for the kerbside collection.

Draft Statement of Proposal

38. The draft Statement of Proposal provides a summary of the key data from the Waste Assessment and from the WMMP it includes the proposed vision, goals and objectives and the nine key areas of focus for the proposed action plan.
39. The community will be asked whether they agree with the proposed vision, goals and objectives and to select a preferred option for the action plan. The two options are:
- Option 1 – maintain the status quo
 - Option 2 – deliver the proposed action plan focusing on the nine key areas of focus
40. The draft Statement of Proposal is set out in Attachment 3.

Options

41. Staff have assessed that there are two reasonable and viable options for the Committee to consider. This assessment reflects the high level of significance and the data set out in the Waste Assessment. The options are set out in the table below.

Issue	Identified problem	Options
Council required to have a WMMP	Waste to landfill in Hamilton has increased by approximately 33% over the last 6 years and kerbside recycling rates have decreased.	1. Roll over existing WMMP 2. Consult on proposed WMMP

42. Staff recommend option 2 because after completing the 2017 Waste Assessment it is evident that waste to landfill has increased over the last 6 years and that a new plan is required to change this trajectory.

Financial Considerations

43. This is a regular operating activity funded through the 10 Year Plan and Waste Levy Funding.
44. The funding for implementation of the WMMP is primarily from the Waste Levy Funding. In 2016/17 Hamilton City Council's waste levy funding was \$570,000. This funding has increased year on year since it was introduced.
45. The funding for the endorsed actions that are not met by the Waste Levy Funding will be determined through the 2018-28 and 2021-2031 10 Year Plan decision making processes. These actions have been left broad in the proposed WMMP so that they can incorporate the decisions made through the 10 Year Plan processes over the next 6 years.

Legal and Policy Considerations

46. Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

Cultural Considerations

47. Engagement with iwi has been integrated into the communications plan for the consultation on the proposed WMMP.

Sustainability Considerations

48. The WMMP supports delivery of the Council's Sustainability Principles, namely, *Principle 10 – Council works with its communities to minimise the production of waste and maximise opportunities to recycle*. It also supports Sustainability Principle 2 – *Council uses its position as a city leader to educate and influence the wider Hamilton community to embrace sustainability*.

Risks

49. If the proposed WMMP is not endorsed, the timeline for delivery of the WMMP may be impacted. To be compliant with the Waste Minimisation Act 2008 the 2018-2024 WMMP must be adopted by April 2018. Prior to Council adopting the WMMP Hamilton City Council must consult with the community through the special consultative procedure set out in Section 83 of the Local Government Act 2002. The timeline for delivery of the WMMP is set out in Attachment 5.
50. The financial risk of not adopting the WMMP by April 2018 is that external funding from Ministry for Environment for waste minimisation staff and programs will cease until the WMMP is adopted.

Significance & Engagement Policy

Significance

51. Staff considered the following factors under the Significance and Engagement Policy:
There's a legal requirement to engage with the community.
52. Based on these factors, staff have assessed that the recommendations in this report have high significance. This means Council will engage with the community in line with the Special Consultative Procedure outlined in Section 83 of the Local Government Act 2002.

Engagement

53. Section 44(e) of the WMA 2008 requires that Council follows the special consultative procedure.
54. The consultation period will run for 6 weeks from 9 October 2017 to 19 November 2017. A series of public events will be held along with workshops with key stakeholders. A detailed communications plan has been developed to support the consultation. Submissions can be made both online and in hard copy.
55. The consultation will cost between \$30,000 and \$35,000 and will be paid for through the Waste Levy Funding. Through the consultation on the WMMP we will be building awareness of waste minimisation and familiarising the community with the Fight the Landfill branding.
56. The collateral developed for this consultation will be designed for reuse at waste minimisation events, on the Fight the Landfill website and in future campaigns.

Legislative requirements – Special Consultative Procedure

57. Council must not only inform a person (wishing to present their view) when this can be done but must also make publically available:
 - An adopted statement of proposal (SoP) and a summary of the SoP if Council deemed it necessary to enable public understanding (ss 83(1)(a) & 83(1)(b)(i)).
 - Details of how views can be presented in a manner that enables reasonable opportunity for spoken interaction between the person and Council (or any representatives where an appropriate delegation has been made) (s 83(1)(b)(ii) & s83(1)(e).
 - A statement detailing the specific period (minimum 4 weeks) in which views can be presented (s 83(1)(b)(iii)).
58. A draft SoP and the proposed WMMP have been prepared and are attached (refer Attachments 3 and 1).
59. Included within the draft SoP are:
 - The issues which proposed to be addressed via the proposal
 - The options available to council in regard to addressing the issues.
 - The details of the proposed changes
 - Feedback options available
 - The consultation period.
60. The outcome of the consultation process will be presented to the Regulatory and Hearing Committee meeting in February 2018. An opportunity for submitters to verbally present their submissions will also be provided at this meeting
61. A Deliberation and Adoption report will be presented to the Growth and Infrastructure Committee in March 2018. This report will provide a summary of the outcome of the consultation and hearing processes and make final recommendations in regard to the content of the WMMP to reflect these processes for adoption. The final WMMP will be presented to Council for adoption in March/April 2018.

Attachments

Attachment 1 - Proposed Waste Management and Minimisation Plan 2018-2024 (*Under Separate Cover*)

Attachment 2 - Waste Assessment 2017 (*Under Separate Cover*)

Attachment 3 - Statement of Proposal - proposed Waste Management and Minimisation Plan 2018-2024 (*Under Separate Cover*)

Attachment 4 - 2012 Waste Management and Minimisation Plan (*Under Separate Cover*)

Attachment 5 - Timeline for proposed WMMP (*Under Separate Cover*)

Attachment 6 - Waste Minimisation Act 2008 - Requirements for Territorial Authorities (*Under Separate Cover*)

Council Report

Item 20

Committee: Growth and Infrastructure Committee
Date: 12 September 2017
Author: Katie Batley
Authoriser: Kelvyn Eglinton
Position: Senior Strategic Policy Analyst
Position: General Manager City Growth
Report Name: Development Contributions Remissions Quarter 4 2017

Report Status	<i>Open</i>
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Purpose

1. To inform the Committee on approved development contribution (“DC”) remissions and Private Developer Agreements (“PDAs”) during the period 1 April 2017 to 30 June 2017 (Q4).

Staff Recommendation

2. That the Growth and Infrastructure Committee receives the report.

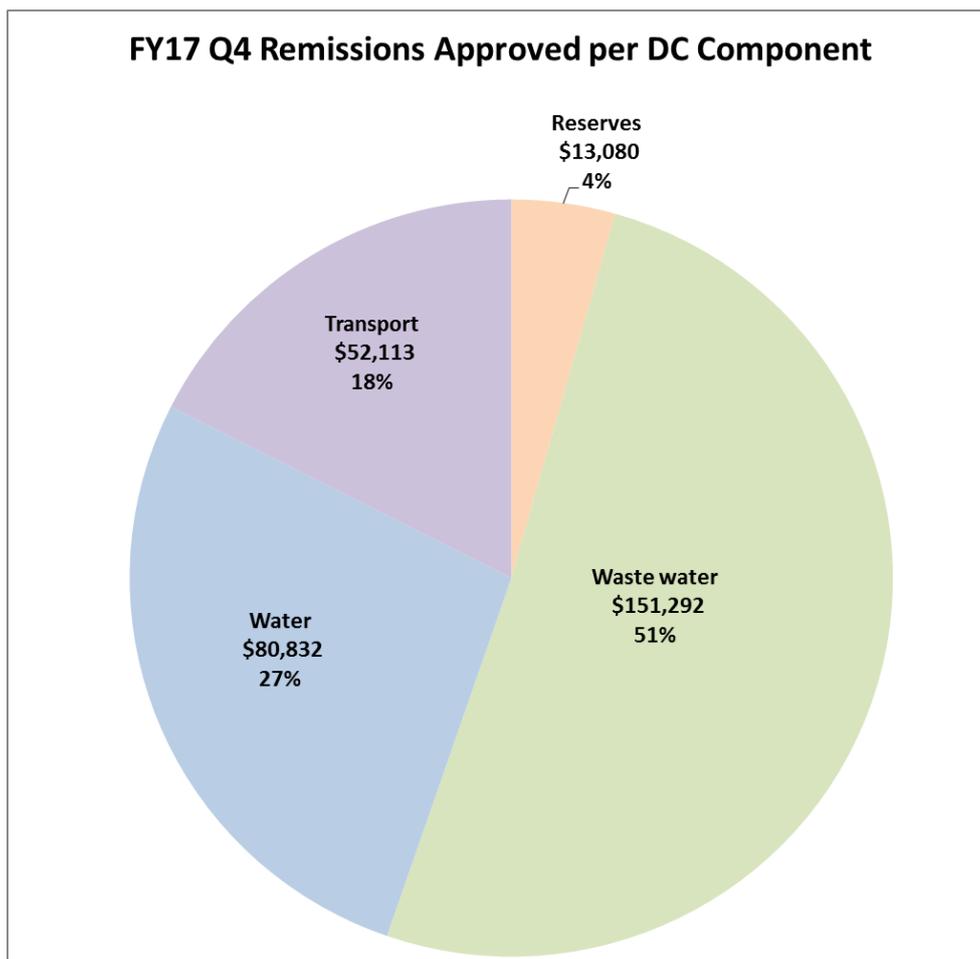
Background

3. The Council’s Development Contributions Policy allows for three types of remissions:
 - Actual demand remissions
 - Private Developer Agreements (PDA’s)
 - CBD remissions

Actual demand remissions and PDA’s rely on the developer supplying appropriate evidence of a reduction in actual demand. A CBD remission will be approved where it is deemed to improve the vitality and functionality of the CBD as assessed and confirmed by the Economic Development & Planning Unit.

Summary

4. Council approved three DC remissions in Q4 2017.
5. The modelled DC charge for the three approved remission applications totalled \$297,317. \$276,001 of this was CBD remissions, and the remaining \$21,316 related to Tainui Group Holdings and Chedworth Properties PDA remissions for Ruakura Inland Port.
6. All approved remissions presented in this report satisfied the requirements for a reduction in DCs payable as set out in the DC Policy.
7. In addition, three actual demand remissions were declined as they did not meet the DC policy criteria.
8. DC remissions are calculated by individual activity components. The graph below shows the percentage of the total remissions (\$297,317) granted attributed to each DC component.



Attachments

Attachment 1 - Attachment G & I Remissions Q4 17 v1

Attachment 1: Q4 Remissions Report												
Actual demand remission				Amount remitted								
Development	Development description	Consent number	Applicable policy	Original DC Assessment (\$ excl. GST)	Water	Waste water	Storm water	Transport	Reserves	DCs due	DCO details/comments	Remission granted (\$)
Ruakura Inland Port	Industrial/Commercial and Residential Inland Port, logistics, housing	010.2017.000093 72.001 010.2017.000093 72.001	2016/17	\$ 887,287	\$ -	\$ 21,316	\$ -	\$ -	\$ -	\$ 865,971	Wastewater remission approved. Further remissions expected under this PDA	\$ 21,316
				\$ 887,287	\$ -	\$ 21,316	\$ -	\$ -	\$ -	\$ 865,971	\$ -	\$ 21,316
CBD Remission		Amount remitted										
Address	Development description	Consent number	Applicable policy	Initial DC assessment (\$ excl GST)	Water	Waste water	Storm water	Transport	Reserves	DCs paid	DCO details/comments	Remission granted (excl GST)
278 Victoria Street	Additions and Alterations to office and additions to facade of building	010.2017.9087.00 1	2016/17	\$ 44,479	\$ 9,472	\$ 12,692	\$ -	\$ 22,315	\$ -	\$ -	Full CBD remission granted	\$ 44,479
118 Rostrevor Street	15 x Apartment units, 1 story building	010.2017.9202.00 1	2016/17	\$ 231,522	\$ 71,360	\$ 117,284	\$ -	\$ 29,798	\$ 13,080	\$ -	Full CBD remission granted	\$ 231,522
				\$ 276,001	\$ 80,832	\$ 129,976	\$ -	\$ 52,113	\$ 13,080	\$ -		\$ 276,001
KEY				Grand Total								
	Waiting on Council movement											
	Waiting on developer movement											
	DC remission finalised											
				\$ 80,832	\$ 151,292	\$ -	\$ 52,113	\$ 13,080				\$ 297,317