

Notice of Meeting:

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

Date: Tuesday 19 May 2020
Time: 10.00am
Meeting Room: Audio Visual Link

Richard Briggs
Chief Executive

Community Committee

Komiti Hapori

OPEN AGENDA

Membership

Chairperson - <i>Heamana</i>	Cr M Bunting
Deputy Chairperson- <i>Heamana Tuarua</i>	Cr K Naidoo-Rauf
Members	Mayor P Southgate
	Deputy Mayor G Taylor
	Cr M Forsyth
	Cr M Gallagher
	Cr R Hamilton
	Cr D Macpherson
	Cr A O'Leary
	Cr R Pascoe
	Cr S Thomson
	Cr M van Oosten
	Cr E Wilson
	Maangai Te Pora Thompson-Evans and Maangai Olly Te Ua

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

Becca Brooke
Governance Manager
Menetia Mana Whakahaere

11 May 2020

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Purpose

The Community Committee is responsible for:

1. Guiding and monitoring the provision of strategic community infrastructure and services to meet the current and future needs of the city and the enhanced wellbeing of its communities.
2. Governance of recreational, community facilities, amenities, and events.
3. Facilitating community and stakeholder involvement and discussion on community infrastructure, community safety and community wellbeing matters.
4. Ensuring Hamilton is performing to the highest standard in the area of civil defence and emergency management.
5. Funding to benefit the social, cultural, physical and arts wellbeing of communities in Hamilton.

In addition to the common delegations, the Community Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To provide direction on strategic priorities and resourcing for community infrastructure aligned to city's overall development and oversight of strategic projects associated with those activities.
2. To develop policy, approve community-related strategies and plans, and monitor their implementation.
3. To receive and consider presentations and reports from stakeholders, government departments, organisations and interest groups on community development and wellbeing issues and opportunities.
4. To provide input on the allocation of Events Sponsorship funding to the Economic Development Committee.
5. To monitor Hamilton's social demographics and social climate to assess current and future impacts on the Council and Hamilton communities.
6. To monitor the performance of Hamilton's civil defence and emergency management response against Council's requirements under the Civil Defence Emergency Management Act including:
 - a. implementation of Government requirements;
 - b. contractual service delivery arrangements with the Waikato Regional Group Emergency Management Office
2. To determine the funding priorities for the Community Grants Allocation Committees, in line with the Community Assistance Policy, Long Term Plan and Annual Plan.
3. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
4. To coordinate and make decisions on proposals, applications for external funding, and the distribution of Council funding and funding provided to Council for public art, recreational and community facilities and amenity.
5. 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 Reserve Management Plans.
- Performing the Council's functions, powers and duties (excluding those matters reserved to the Council by law, by resolution of the Council or as otherwise delegated by Council) under the Burial and Cremation Act 1964 and the Reserves Act 1977.
- Approval of purchase or disposal of land for parks and reserves required for designated works or other purposes within the Committee's area of responsibility which exceeds the Chief Executive's delegations and is in accordance with the Annual Plan or Long Term Plan.
- Approval of applications for Council projects suitable for contestable and philanthropic funding.
- Approval of funding for recreational and community facilities and amenities in accordance with the Long Term Plan.
- Approval of public art proposals put forward by the community and/or Council in accordance with the Public Art Development Process and approved budget.

The Committee is delegated the following recommendatory powers:

- The Committee may make recommendations to Council.
- The Committee may make recommendations to other Committees.

Recommendatory Oversight of Policies and Bylaws:

- *Alcohol Control Bylaw 2015*
- *Animal Nuisance Bylaw 2013*
- *Citizens Initiated Referenda Policy*
- *City Honours Policy*
- *Class 4 Gambling Venue Policy*
- *Community Assistance Policy*
- *Community Occupancy Policy*
- *Cultural and Recreational Facilities Bylaw 2012*
- *Disability Policy*
- *Dog Control Bylaw 2015*
- *Dog Control Policy*
- *External Funding Applications Policy*
- *Hamilton City Smoke-Free Environment Policy*
- *Naming of Roads, Open Spaces and Council Facilities Policy*
- *International Relations Policy*
- *Provisional Local Alcohol Policy*
- *Psychoactive Substances (Local Approved Products) Policy*
- *Prostitution Bylaw 2019*
- *Public Places Bylaw 2016*
- *Public Places Policy*
- *Safety in Public Places Bylaw 2014*
- *TAB Board Venue Policy*

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1 Apologies - *Tono aroha*

2 Confirmation of Agenda - *Whakatau raarangi take*

The Committee to confirm the agenda.

3 Declaration of Interest - *Tauaakii whaipaaanga*

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 - *AAtea koorero*

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 five 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 Governance Team will be available to co-ordinate this. As many speakers as possible will be heard within the allocated time.

If you have any questions regarding Public Forum please contact Governance by telephoning 07 838 6727.

Council Report

Committee: Community Committee **Date:** 19 May 2020
Author: Carmen Fortin **Authoriser:** Amy Viggers
Position: Governance Advisor **Position:** Governance Team Leader
Report Name: Confirmation of the Open Community Committee Minutes - 20 February 2020

Report Status	<i>Open</i>
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Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Committee confirm the open Minutes of the Community Committee meeting held on 20 February 2020 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Community Committee Open Unconfirmed Minutes - 20 February 2020

Community Committee

OPEN MINUTES

Minutes of a meeting of the Community Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Thursday 20 February 2020 at 9.35am.

PRESENT

Chairperson	Cr Bunting
Deputy Chairperson	Cr Naidoo-Rauf
Members	Mayor Southgate
	Cr Forsyth
	Cr Gallagher
	Cr Hamilton
	Cr Macpherson
	Cr O'Leary
	Cr Pascoe
	Cr Thomson
	Cr van Oosten
	Cr Wilson
	Maangai Thompson-Evans
	Maangai Te Ua

In Attendance:	Lance Vervoort – General Manager Corporate
	Jen Baird – General Manager City Growth
	Maria Barrie - Park and Recreation Manager
	Rebecca Whitehead – Business and Planning Manager
	Helen Paki - Community Services Manager
	Beverly Petersen – Open Spaces and Facilities Manager
	Nick Chester – Social Development Policy Advisor
	Karen Kwok – Recreation and Community Facilities Senior Advisor
	Andy Mannering – Manager Social Development
	James Campbell – Team Leader Sport, Recreation and Community Facilities

Governance Staff:	Becca Brooke - Governance Manager
	Amy Viggers – Governance Team Leader
	Claire Guthrie, Carmen Fortin and Rebecca Watson – Governance Advisors

1. Apologies

Resolved: (Cr Wilson/Cr Thomson)

That the apologies for absence from Deputy Mayor Taylor, for early departure from Mayor Southgate (due to Council business) are accepted.

2. **Confirmation of Agenda**

Resolved: (Cr Hamilton/Maangai Te Ua)

That the agenda is confirmed noting that item 6 (Community Committee Draft Schedule of Reports 2020) is taken after Item 14 (Part Reclassification of Claudelands Park – Deferral) to accommodate presenters.

3. **Declarations of Interest**

Maangai Te Ua declared an interest in item 10 (Community Occupancy Applications) as he was previously a member of Aberdeen School board. He noted that he was not conflicted and would take part in the discussion and vote of the item.

4. **Public Forum**

Bruce Holloway (Representing Melville United) spoke to item 10 (Community Occupancy Applications) in support of the recommendation. He thanked Hamilton City Council and Elected Members for the support the club had received in the past.

Megan Thomas (Representing Life Unlimited) spoke to item 10 (Community Occupancy Applications) in support of the recommendation. She outlined the purpose of Life Unlimited and the level of reach to the Community

Rachel Karalus (CEO, K'aute Pasifika Trust) spoke in support of item 8 (K'aute Pasifika Trust Agreement to Lease) and points raised in the staff report including the cost of the project now being \$9.6 million.

Desiree Ratima (individual) spoke in support of item 8 (K'aute Pasifika Trust Agreement to Lease). She advised that the proposed Pan Pasifika Hub would create connections throughout the Community.

Lale Leremia (Representing Hamilton Girls Highschool) spoke in support of item 8 (K'aute Pasifika Trust Agreement to Lease) and the benefit to the community due to the development of the Hub that would.

Edgar Wilson spoke to item 8 (K'aute Pasifika Trust Agreement to Lease) and acknowledged those that had been a part of the development of the K'aute Pasifika's proposal.

Hon Tim Macindoe (MP for Hamilton West) spoke to item 8 (K'aute Pasifika Trust Agreement to Lease) in support of the agreement to lease.

5. **Community Committee Chairs Report - 20 February 2020**

The Chair took the report as read.

Resolved: (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee receives the report.

6. **Part Reclassification of Hinemoa Park**

Cr Gallagher, as Chair of the Hearings and Engagement Committee, introduced the item outlining the process followed to date. The Social Development Policy Advisor then outlined the staff recommendation. They responded to questions from Committee Members concerning points raised by submitters in the hearing and the consultation process.

Resolved: (Cr Gallagher/Cr O’Leary)

That the Community Committee:

- a) receives the report; and
- b) approves, pursuant to section 24 of the Reserves Act 1977, that the Hamilton City Council hereby changes the classification of that part of Hinemoa Park described in Schedule One, to local purpose (community facilities) subject to the provisions of the Act.

Schedule One

<i>Reserve Name</i>	<i>Approximate area subject to survey (ha)</i>	<i>Legal Description</i>	<i>Computer Freehold Register</i>
<i>Hinemoa Park</i>	<i>0.8386</i>	<i>Section 1 SO 57622</i>	<i>130189</i>

7. K’aute Pasifika Trust - Agreement to Lease

The report was taken as read. Staff responded to questions from Committee Members concerning details of the agreement to lease, the Community Occupancy policy, proposed commercial activities, future ownership of the building on the site, risks to the development if there was to be a delay in approval of the final lease agreement, iwi involvement, and the detailed business plan process.

Motion: (Cr Gallagher/Cr Wilson)

That the Community Committee approves an Agreement to Lease with K’aute Pasifika Trust for part of the proposed reclassification area at Hinemoa park, being part of Section 1 SO 57622; subject to the following conditions:

- a) reclassification of part of Hinemoa park from recreation to local purpose (community facility), pursuant to the Reserves Act 1977;
- b) K’aute Pasifika being able to meet all relevant regulatory, compliance and policy matters;
- c) K’aute Pasifika working with Orchestra Central for shared use of the proposed facility;
- d) K’aute Pasifika to undertake fundraising for the project;
- e) Open Spaces and Facilities staff being included in the design of the Pan Pasifika Hub to ensure consistency with the West Town Belt Masterplan;
- f) a total lease term of no more than 30 years maximum;
- g) K’aute Pasifika provide a detailed business plan including and staged development programme, which is satisfactory to Council;
- h) notes that the proposal is based on the current Stadium Bowling Club building ownership transferring to K’aute Pasifika;
- i) notes that the current proposed financial modelling includes sub-leasing components at a commercial rate for the purposes of servicing the bank debt which enables the facility build; and
- k) notes that the final proposal and lease agreement will be reported back to the Community Committee by August 2020 for approval.

Amendment: (Cr Pascoe/Maangai Thompson-Evans)

That the Community Committee approves an Agreement to Lease with K'aute Pasifika Trust for part of the proposed reclassification area at Hinemoa park, being part of Section 1 SO 57622; subject to the following conditions:

- a) reclassification of part of Hinemoa park from recreation to local purpose (community facility), pursuant to the Reserves Act 1977;
- b) K'aute Pasifika being able to meet all relevant regulatory, compliance and policy matters;
- c) K'aute Pasifika working with Orchestra Central for shared use of the proposed facility;
- d) K'aute Pasifika to undertake fundraising for the project;
- e) Open Spaces and Facilities staff being included in the design of the Pan Pasifika Hub to ensure consistency with the West Town Belt Masterplan;
- f) a total lease term of no more than 30 years maximum;
- g) K'aute Pasifika provide a detailed business plan including and staged development programme, which is satisfactory to Council;
- h) notes that the proposal is based on the current Stadium Bowling Club building ownership transferring to K'aute Pasifika;
- i) notes that the current proposed financial modelling includes sub-leasing components at a commercial rate for the purposes of servicing the bank debt which enables the facility build;
- j) that the allowance for the sub-leasing arrangements of the facilities at a commercial rate cease when Kaute Pasifika have paid off the loan relating to the facility build and this being no later than the original loan term agreed with the lender; and
- k) notes that the final proposal and lease agreement will be reported back to the Community Committee by August 2020 for approval.

The Amendment was put.

Those for the Amendment: Councillors Pascoe, Naidoo-Rauf and Maangai Thompson-Evans.

Those against the Amendment: Mayor Southgate, Councillors Bunting, Gallagher, Macpherson, O'Leary, , Hamilton, Forsyth, Thomson, van Oosten, Wilson and Maangai Te Ua.

The Amendment was declared LOST.**The Motion was put and declared CARRIED.****Resolved:** (Cr Gallagher/Cr Wilson)

That the Community Committee approves an Agreement to Lease with K'aute Pasifika Trust for part of the proposed reclassification area at Hinemoa park, being part of Section 1 SO 57622; subject to the following conditions:

- a) reclassification of part of Hinemoa park from recreation to local purpose (community facility), pursuant to the Reserves Act 1977;
- b) K'aute Pasifika being able to meet all relevant regulatory, compliance and policy matters;
- c) K'aute Pasifika working with Orchestra Central for shared use of the proposed facility;

- d) K'aute Pasifika to undertake fundraising for the project;
- e) Open Spaces and Facilities staff being included in the design of the Pan Pasifika Hub to ensure consistency with the West Town Belt Masterplan;
- f) a total lease term of no more than 30 years maximum;
- g) K'aute Pasifika provide a detailed business plan including and staged development programme, which is satisfactory to Council;
- h) notes that the proposal is based on the current Stadium Bowling Club building ownership transferring to K'aute Pasifika;
- i) notes that the current proposed financial modelling includes sub-leasing components at a commercial rate for the purposes of servicing the bank debt which enables the facility build; and
- k) notes that the final proposal and lease agreement will be reported back to the Community Committee by August 2020 for approval.

The meeting adjourned 11.33am to 11.50am.

Mayor Southgate retired from the meeting during the above adjournment.

8. Accessible Properties New Zealand Limited - 2019 Activity Report

Malcolm Perry (General Manager Finance, Accessible Properties) spoke to the report and gave an overview of Accessible Properties organisational purpose. Along with staff, he responded to questions from Committee Members concerning the conditions within the sales and purchase agreement and Accessible Properties' relationships with tenants.

Motion: (Cr Macpherson/Cr Wilson)

That the Community Committee receives the report.

Amendment: (Cr Hamilton/Cr Pascoe)

That the Community Committee:

- a) receives the report; and
- b) approves the change in reporting for Accessible Properties Limited to one annual report until the completion of conditions set out in the Sale and Purchase Agreement.

Those for the Amendment: Councillors O'Leary, Pascoe, Hamilton, Forsyth and Naidoo-Rauf.

Those against the Amendment: Councillors Bunting, Macpherson, Thomson, van Oosten, Wilson, Maangai Te Ua and Thompson-Evans.

The Amendment was declared LOST.

The Motion was put and declared CARRIED.

Resolved: (Cr Macpherson/Cr Wilson)

That the Community Committee receives the report.

Cr Gallagher left the meeting at 12.00pm during the discussion of the above item. He was not present when the matter was voted on.

Following item 9 (Accessible Properties New Zealand Limited - 2019 Activity Report) item 11 (Civil Defence Emergency Management (CDEM) Update) and item 6 (Community Committee Draft Schedule of Reports 2020) was taken to accommodate staff availability.

9. Civil Defence Emergency Management (CDEM) Update

The report was taken as read. Staff responded to questions from Committee Members concerning recent activation of the Emergency Operations Centre, upcoming work programmes, the level of preparedness in the community.

Resolved: (Cr Hamilton/Cr Bunting)

That the Community Committee receives the report.

10. Community Committee Draft Schedule of Reports 2020

The report was taken as read. Staff responded to questions from Committee Members concerning the timing for a review of the Alcohol Control Bylaw Policy and the timing of other reports to the Committee.

Staff Action: *Staff undertook to organise an Elected Members Briefing concerning the on the Arts agenda.*

Staff Action: *Staff undertook to provide Elected Members with an update as to which Committee the Naming of Roads, Opens Spaces and Council Facilities Policy would be referred to.*

Resolved: (Cr O’Leary/Cr Macpherson)

That the Community Committee:

- a) receives the draft 2020 Schedule of Reports;
- b) notes that the Schedule of Reports is intended to be a living document that will be updated as necessary and will be made available to Elected Members and Maangai Maaori on Diligent; and
- c) requests staff report back to the 7 April 2020 Community Committee meeting with a timeline for a review of the Alcohol Control Bylaw Policy 2015.

Cr Gallagher re-joined the meeting at 12.40pm during the discussion of the above item. He was present when that matter was voted on.

The report was adjourned 12.43pm to 1.30pm.

Cr Forsyth retired from the meeting during the above adjournment.

11. Community Occupancy Applications

The Recreation and Community Facilities Senior Advisor and Team Leader Sport, Recreation and Community Facilities introduced the report, noting that the report was triggered by expiring leases. They responded to questions from Committee Members concerning the Community Occupancy Policy, the length of leases, the ability for Council to end the leases early, and the types of commercial activity allowed.

Resolved: (Cr Bunting/Cr Pascoe)

That the Community Committee:

- a) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Melville Association Football Club Incorporated** for land area of 148m² (building footprint) and commercial activity under s54(1)(d) of the Reserves Act 1977, for part building area of 53m² (bar and kitchen) at Gower Park, being part Lot 3 DP 33638, subject to the following terms and conditions:
 - i. Term – fifteen years;
 - ii. Rent - \$383.88 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. The lease includes approval to operate a commercial activity (bar and kitchen);
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- b) approves a new *community group lease* to **Hamilton City Netball Incorporated**, under s54(1)(b) of the Reserves Act 1977, for land area of 18,175m² and building area of 301m² (changeroom/ toilet) at Minogue Park, being Part Allot 75 Pukete PSH and part Lot 9 DP 8639, subject to the following terms and conditions:
 - i. Term – fifteen years;
 - ii. Rent - \$3,575.31 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- c) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **The Flagstaff Club Incorporated** for part building area of 410m² (clubhouse) and commercial activity under s54(1)(d) of the Reserves Act 1977, for building area of 60m² (bar and kitchen) at Flagstaff Park; being part Lot 188 DPS 55370, subject to the following terms and conditions:
 - i. Term – ten years;
 - ii. Rent - \$2,818.75 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. The lease includes approval to operate a commercial activity (bar and kitchen);
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- d) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **St Peters Tennis Incorporated**, for land area of 4,191m²; at Palmerston Street Reserve, being part Lot 15 DPS 60901, subject to the following terms and conditions:
 - i. Term – ten years;
 - ii. Rent - \$1,171.66 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- e) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Life Unlimited Charitable Trust** for a total land area of 2,401m² and commercial activity under s54(1)(d) of the Reserves Act 1977, for part land area of 270m² (shop footprint) at Palmerston Street Reserve, Section 3 SO 61576, subject to the following terms and

conditions:

- i. Term – fifteen years;
 - ii. Rent - \$880.79 plus GST per annum in accordance with the Community Occupancy Policy;
 - iii. The lease includes approval to operate a commercial activity (Mobility Centre shop);
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- f) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Aberdeen School** for a building area of 123m² at Wake park, being Part Lot 1 DPS 14452, subject to the following terms and conditions:
 - i. Term – ten years;
 - ii. Rent - \$230.63 plus GST per annum in accordance with the Community Occupancy Policy;
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- g) approves a new *community group commercial occupancy agreement*, under s54(1)(d) of the Reserves Act 1977, to **Hamilton City Netball Incorporated**, for part land 68m² (kitchen footprint); at Minogue Park, being part Allot 75 Pukete PSH, subject to the following terms and conditions:
 - i. Term – fifteen years;
 - ii. Rent - \$158.36 plus GST per annum, in accordance with the Community Occupancy Policy; and
 - iii. Commercial activity - canteen/kitchen;
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- h) approves a new *community group commercial occupancy agreement*, under s54(1)(d) of the Reserves Act 1977, to **St Peters Tennis Club Incorporated** for part land of 25m² (tennis pro-shop footprint) at Palmerston Street Reserve, being part Lot 15 DPS 60901, subject to the following terms and conditions:
 - i. Term – ten years;
 - ii. Rent - \$58.22 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. Commercial activity – tennis pro-shop;
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

12. Joint consultation for the Hamilton Safety in Public Places Bylaw and Public Places Policy Reviews

The report was taken as read. Staff responded to questions from Committee Members concerning the definitions of the nuisance behaviour and the minor amendments to permit mobile shops (e.g. food trucks).

Resolved: (Cr O’Leary/Cr Bunting)

That the Community Committee defers this report to a future Elected Member Briefing.

13. Draft Hamilton Gardens Management Plan Report Update

The General Manager Community introduced the report noting that there was a briefing topic on the matter at the 26 February 2020 Elected Member Briefing. He responded to questions from Committee Members concerning scope of the legal advice to be received at the Briefing.

Resolved: (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;
- b) defers consideration of the draft Hamilton Gardens Management Plan to the Community Committee meeting of 7 April 2020; and
- c) notes that staff will present legal advice related to progressing the Hamilton Gardens Management Plan and updated lay-out options that address the significant public interest in the Rhododendron Lawn at an Elected Member briefing on 26 February 2020.

14. Part reclassification of Claudelands Park – deferral

The General Manager Community introduced the report noting that the reason for the deferral was to enable an amended full consultation with neighbours concerning a new footprint.

Resolved: (Cr Gallagher/Cr O’Leary)

That the Community Committee:

- a) receives the report; and
- b) defers the report on part reclassification of Claudelands Park to the Council meeting of 19 March 2020.

The meeting was declared closed at 2.20pm.

Council Report

Committee: Community Committee

Date: 19 May 2020

Author: Carmen Fortin

Authoriser: Amy Viggers

Position: Governance Advisor

Position: Governance Team Leader

Report Name: Chairs Report

Report Status	<i>Open</i>
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Recommendation - *Tuutohu-aa-kaimahi*

That the Community Committee receives the report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Chair's Report



Chair's Report

Good morning.

What an incredible term so far.

Who could imagine even two months ago that Claudelands would be a community food kitchen, our playgrounds would be out of bounds and our zoo animals would be in the media for missing visitors?

We've been incredibly nimble, and through this report I would like to note my thanks to councillors for their combination of bravery and compassion towards those most in urgent need in our community through our contribution to the combined rapid relief fund. Through our almost daily funding meetings our eyes were truly opened to the myriad of community groups and the incredible work they're doing to support our most vulnerable citizens. Our community funding dollars are very limited, so the extraordinary support we have been able to provide has been very well received. Councillor Kesh, Maangai Te Pora and Andy Mannering have been incredibly dedicated to this task and I'm grateful for their wisdom and efforts.

It is predicted that the need for food, shelter and mental wellbeing support will stay at a high level for many months yet, and will well outlast our involvement with this fund as the economic impact of the pandemic really kicks in. Extraordinary requests for additional support from community organisations are now coming across our screens and we're seeing just how close to the wire these organisations run even when times are good. We are looking hard at the effectiveness of our funding to our community organisations, events, arts groups and sporting organisations and we will need to have a very clear idea of our role as we head into the annual plan and next year's long term plan.

I would like to thank the staff who have been asked to work in very different ways lately for the benefit of our community. This has been very trying but I have seen first hand how responsive our team have been to the day to day requests of the community and we should be very proud of how they've responded.

While the pain and strain is well reported, it's also relevant to look at the great things that have popped up in our neighbourhood communities. There are countless examples of Hamiltonians supporting their neighbours, enjoying our magnificent parks, pathways and green spaces and 'reclaiming' their streets. Personally I experienced more smiles and friendly "hi"'s from strangers than in normal day to day life, and there seemed to be a real new sense of community emerging. I hope we can learn from the positive experiences of the lockdown and build on what we've learned with our community planning.

Mark Bunting

Chair's Recommendation

That the Economic Development Committee receives the report.

Councillor Mark Bunting
Chair, Community Committee
Hamilton City Council

Council Report

Committee: Community Committee **Date:** 19 May 2020
Author: Emily Botje **Authoriser:** Lance Vervoort
Position: Facilities Manager **Position:** General Manager Community
Report Name: Council Owned Dwellings

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Community Committee on the review of 12 Council owned houses.
2. To seek a recommendation to the Council and the Infrastructure Operations Committee concerning the future of the Council owned houses, and public consultation process.

Staff Recommendation - *Tuutohu-aa-kaimahi (Recommendation to Council)*

3. That the Community Committee recommends that the Council:
 - a) approves the commencement of public consultation and expressions of interest process to consider the redevelopment of houses at 57 and 103 Memorial Drive into a community leased space or café, and \$10,000 to be funded through the 2020/21 Annual Plan, to enable this work to happen;
 - b) approves the removal of houses at 18A Ruakiwi Road and 2483 River Road, with funding of \$40,000 per dwelling be provided in the 2020/21 Annual Plan;
 - c) approves the removal of the house at 140A Cobham Drive with funding to be provided through the proposed 10 Year Plan;
 - d) approves the removal of the house at 2447 River Road, with funding to be provided through the proposed 10 Year Plan; and
 - e) requests staff to carry out investigations on opportunities for future use of 88 Crosby Road and report back to the Community Committee with recommendation(s), with funding of \$10,000 to be provided through the 2020/21 Annual Plan to enable the investigations.
4. That the Community Committee recommends to the Infrastructure Operations Committee the removal of houses at 2483 and 2247 River Road.

Executive Summary - *Whakaraapopototanga matua*

5. Council owns 12 dwellings located in parks and operational sites that are either rented to staff or the public.
6. Many of these dwellings are at the end of their life and require considerable renewal investment to ensure that are habitable and compliant in the longer term.
7. Where there is no economic benefit to Council to retain a house, it is possible to revoke the reserve status, survey and sell the dwelling or change its use to provide community spaces. Alternatively, these houses could also be removed and the land return to greenspace.

8. This report provides the following options for consideration:
- **Option A – Status quo**
 - Continue with ownership, maintenance / renewals and renting to staff or public.
 - This option will provide Council with a nominal return on investment of \$45,000 over a ten-year period.
 - **Option B – Staff Recommendation**
 - 57 and 103 Memorial Drive – commence public consultation and an expressions of interest process to change use to community space and or commercial café. Works to be funded through the 2020/21 Annual Plan.
 - 18A Ruakiwi Road – remove the dwelling and return the land to green space, works to be funded through the 2020/21 Annual Plan.
 - 140A Cobham Drive – remove the dwelling and return the land to Gardens use. Works to be funded through either the proposed 10 Year Plan.
 - 2483 River Road - remove the dwelling and return the land to pasture, works to be funded through the 2020/21 Annual Plan.
 - 2447 River Road - remove the dwelling and return the land to pasture, works to be funded through the proposed 10 Year Plan. The property is to remain tenanted until funding is made available.
 - 88 Crosby Road – staff to carry out further investigations on potential opportunities for this dwelling and return to the Community Committee with recommendation(s). Works to be funded through the 2020/21 Annual Plan.
 - All other dwellings are to remain, the short-term strategy for these dwellings is to maintain and reactive renewals only (renew upon failure) are undertaken. A cost benefit exercise should be undertaken for all works greater than \$10,000.
 - **Option C – Other options for consideration**
 - Sale of properties. It is possible to survey and sell houses that hold no operational use to Council. Houses that could be sold include 88 Crosby Road, 2483 and 2427 River Road. It should be noted that both River Road properties have a landfill gas hazard on site
 - Return to greenspace. Houses at Memorial Drive and Crosby Road could be removed and the land returned to greenspace.
 - The house at Ruakiwi Road could be developed into a community space. The cost of doing so is estimated to be \$300,000.
9. Staff consider the decision in this report have a medium significance, public consultation is required prior to a final decision is made. The recommendations comply with the Council's legal requirements.

Background - *Kooreo whaimaarama*

10. Hamilton City Council has acquired 12 dwellings over many years on land that is used for operational purposes or that is now designated as parks and reserves.
11. All of the dwellings are at the end of their life, ages range from 50 years to over 100 years old. Significant investment is now required to bring them up to a reasonable standard.
12. Law changes to rental properties came into effect 1 July 2019, with landlords required to install ceiling and underfloor insulation. Works were undertaken in 2019 to ensure compliance for all Council owned dwellings.
13. By 1 July 2024, Council will also be required to improve heating, ventilation, moisture and drainage and draught stopping at each of the houses. In addition to this, due to the age of the house replacements of kitchens and bathrooms are now due. Some houses also require new

roofs and structural improvements. None of these dwellings require seismic improvements if kept for residential use.

14. A review of the dwellings has been undertaken by staff to look at future options and costs over the next ten years to determine the best long-term solution for the house.
15. Excluded from this review are:
 - Dwellings owned by Council for the purpose of development (Peacocke, roading etc)
 - Heritage status houses – Beale Cottage and the Old Station Masters House at Hamilton Gardens.

Discussion - *Matapaki*

16. This section provides a description of each dwelling, its history, current condition and total cost of ownership.
17. Traditionally Council owned dwellings were rented to staff, as staff also provided a security presence in the Parks. Due to safety concerns this role is no longer undertaken, except for phoning the police if a disturbance occurs. Security is now provided by CCTV, alarms and manned security patrols where it is appropriate to do so.
18. For each house the total cost of ownership has been calculated for the next ten years. The total cost of ownership takes into consideration
 - Future legislative improvements
 - Operations and maintenance costs
 - Renewal requirements
 - Market rental income
19. The staff recommendation includes the sale properties. Due to COVID-19, the property market may slump, sale should only take place when the market is favourable.

57 and 103 Memorial Drive

20. Within Memorial and Parana Park there are two dwellings at 57 Memorial and 103 Memorial Drive.



Figure 1: 57 and 103 Memorial Drive

21. Both houses are in good condition and provide a positive financial return of \$90,000 over the next ten years.
22. Access to the houses is through the service road gates to Parana and Memorial parks. As these gates are locked each night, the houses can only be rented to staff.
23. Both houses provide opportunity for community leased use. A change of use will be required involving the surveying off the area and reclassification as Local Purpose (Community) Reserve, with use being appropriate to the park. This process triggers the need for public consultation prior to a final decision being made. A resource consent will also be required.
24. Number 57 could be repurposed as a commercial café, given its centralised location in the park and proximity to the proposed foot bridge. The financial return for Council is dependent on patronage and development set up costs, estimated return could range between \$45,000 to \$90,000 per annum. This opportunity will not need reclassification of the reserve status but will require a resource consent.
25. The costs associated with the redevelopment are difficult to estimate at this stage, as it will be dependent on the proposed use and lease conditions. Council funded redevelopment costs could include: change of use, carparking, disability access and bathrooms, fire etc. These costs could range from \$50,000 to \$300,000 depending on the scope of works and lease conditions. Fit out and ongoing maintenance and ongoing renewals should be the responsibility of the lease holder. Funding to be sourced from the proposed 10 Year Plan.
26. It is recommended that staff commence the public consultation and expressions of interest process to determine the community's views on change of use, reclassification of reserve status and interest and report back to Council. The report will also include financial considerations for Council including development costs and revenue. It is requested that \$10,000 be made available through the Annual Plan to enable this work to progress.
27. Alternatively, the houses could be removed, and the land returned to greenspace. The estimated cost for this work is \$40,000 per dwelling.

18A Ruakiwi House

28. At the 25 June 2019 [Community, Services and Environment Committee](#) a paper was presented regarding the future options for the house at 18A Ruakiwi Road.
29. The committee requested through [resolution](#) for staff to access the viability of the house being transformed into a community space. If it is viable, staff were to offer the property to the community sector through an expressions of interest process.
30. A full structural assessment has been completed, issues found within the house include new roof and framing, fascia board replacement, insulation, internal finishing (plastering, painting and wallpapering), removal of water tank, re-piling and subfloor framing replacements where required, structural strengthening of the porch, front gable wall and chimneys.
31. The estimated cost for the works is \$300,000. Concept and detailed design works are required to refine the works further and to provide certainty on cost. This work will also need to include level surveys and geotechnical assessments to obtain detailed information on the subsidence at the front of the house.
32. The change of use of the building from residential to a Community Facility will likely trigger additional costs, these works are dependent on the end use and are yet to be defined.
33. The site is subject to a Council designation for the existing water reservoir. City Waters has confirmed that future additional water storage on this site will be required to meet growth. This additional storage will require the removal of the house at 18A Ruakiwi Road.

34. 18A Ruakiwi Road is not suitable as a community space, as it will require an investment of greater than \$300,000 to make it fit for purpose and has a limited lease life of 10 years
35. The cost of removing the dwelling and returning the land to green space is estimated to be \$40,000. It is recommended that this work is carried out as soon as possible to reduce vandalism and funded through the 2020/21 Annual Plan.

140A Cobham Drive – Nursery House

36. This house was constructed in approximately the early 80's relocated to its current position in 1985 to provide security to the Nursery and Gardens. The house has been placed on a concrete foundation, essentially making it a two storied structure with garaging and nursery storage underneath.
36. It's now at the end of its life, significant works are now required including a new roof, waterproof membrane on the deck, new kitchen and bathroom, carpets and finishing.
37. Over the next ten years the cost to maintain and improve the house to enable it to be fit for a rental is estimated to be \$290,000. The rental income over the same period is estimated to be \$230,000, creating a shortfall of \$60,000 over the ten-year period.
38. The cost of removing the dwelling and returning the land so it is available for nursery use is estimated to be \$47,000.
39. The house is located in the proposed Gate 1 access in the alternative proposal being put forward in the Draft Hamilton Gardens Management Plan. If approved this house will require to be removed.
40. Due to the location within the Nursery the house is not suitable for sale, or community lease due to its elevated position and required renewals.
41. Removal of the house can occur at any time, it is recommended that funding is sourced through the proposed 10 Year Plan.

2483 River Road

42. 2483 River Road forms part of the 95Ha Horotiu closed landfill site which operated between 1984 to 2007. The sale and purchase agreement at the time included provision for the previous owner to remain in the house for the remainder of their life. Since mid-2019 the dwelling has been vacant. The pumped water supply and associated shed have been removed due to landfill gas hazards.
43. Parts of the Horotiu Landfill are still active i.e. they are producing landfill gas (methane) and leachate. Future development of the site cannot be considered until such time the gas and leachate production are minimal. Future development will be restricted as the landfill cap cannot be compromised. Other closed landfills in the city are used for recreation purposes such as a golf driving range.
44. Over the next ten years the cost to maintain and improve the house at 2483, to enable it to be fit for a rental is estimated to be \$340,000. The rental income over the same period is estimated to be \$230,000, creating a shortfall of \$110,000
45. Works required to improve the house include new kitchen, bathroom, electrical replacement, internal and external painting, flooring and reticulated water supply.
46. The cost to remove the house and return the land to grazing is estimated to be \$40,000.
47. The house can be surveyed into a separate title and then sold. However, the sale could restrict development into the future, as a small proportion of land will be under private ownership, refer Figure 2. If sold Council will be required to have access to the property to continue landfill gas monitoring on the site. The continuous cost of this is approximately \$6,000 p.a.

48. The property has an estimated market value of approx. \$520,000 (prior COVID-19). Costs associated with the sale including surveying and agent fees is estimated to be \$30,000.
49. Due to the proximity to the landfill there is a significant presence of landfill gas, which creates an explosion risk if ignited and an asphyxiation risk in enclosed spaces. The dwelling is within 40m of two sampling points that regularly exceed the lower explosive limit for methane. Staff recommend that this dwelling is removed.
50. Removal should occur as soon as possible, as the property is vacant and could be subject to vandalism and funded through the 2020/21 Annual Plan.

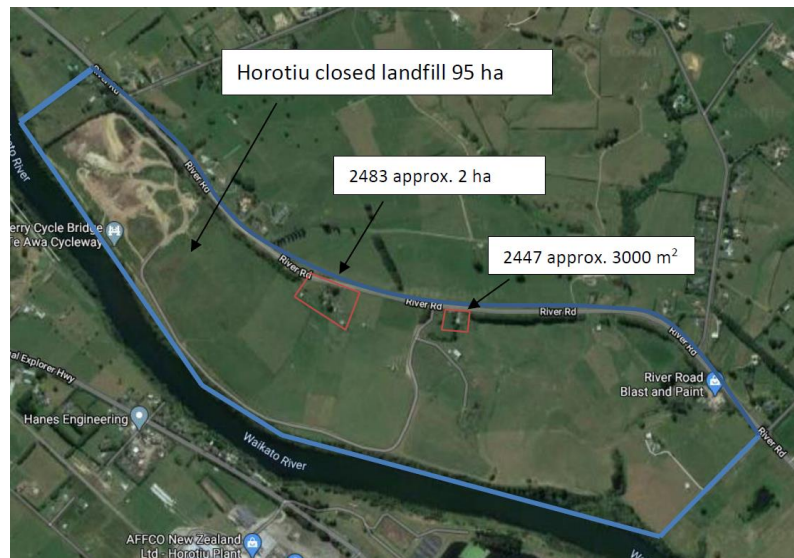


Figure 2: Horotiu closed landfill

2447 River Road

51. 2247 River Road is also part of the 95Ha Horotiu closed landfill site. The property is currently rented.
52. Over the next ten years the cost to maintain and improve the house to enable it to be fit for a rental is estimated to be \$300,000. The rental income over the same period is estimated to be \$230,000, creating a shortfall of \$70,000 over the ten-year period.
53. The house can be surveyed into a separate title and then sold. However, the sale could restrict development into the future, as a small proportion of land in private ownership, refer Figure 2.
54. The property has an estimated market value of approx. \$480,000 (prior COVID-19). Costs associated with the sale including surveying and agent fees is estimated to be \$30,000.
55. Landfill gas is a hazard on the property but does not pose the same risk as that at 2483. If sold Council will be required to continue landfill gas monitoring on the site. Unlike 2483, this dwelling is not currently monitored as it is outside the 200m radius of the municipal landfill locations.
56. Alternatively, the house could be removed, and the land returned to greenspace. The estimated cost for this work is \$40,000. Staff recommend that this dwelling is removed due to its proximity to the landfill, with works funded through the proposed 10 Year Plan.

Zoo and Arboretum Dwellings

57. There are three dwellings located within the Zoo and Arboretum that form part of the long-term strategies for these sites.

58. The legislative improvements at each house will need to be undertaken, the total estimated cost of these improvements across the four dwellings is \$11,000.
59. The remaining life of the dwellings is dependent on the Master Plan development of each of the sites. It is estimated that the total renewal costs for the dwellings will range between \$300,000 and \$580,000 depending on the dwellings remaining life. Collectively the four dwellings provide a positive return over the next ten years between \$110,000 (if all renewals took place) to \$195,000 (no renewals).
60. Future renewals include the removal of log fires and replacement with heat pumps, kitchen, bathroom, flooring replacements and internal / external painting.
61. Staff recommend that the short-term strategy for these dwellings is to maintain and reactive renewals only (renew upon failure) are undertaken. A cost benefit exercise should be undertaken for all works greater than \$10,000.

1303 and 1348 Pukete Road

62. These properties were acquired by Council for future expansion of the wastewater treatment plant. The houses were originally built in the 1960's and are currently rented to the public.
63. Over the next ten years the total cost of maintenance and renewals on these two houses is equal to the rental income obtained.
64. Both properties potentially will provide for additional treatment capacity at some time in the future and is currently being considered as part of the Metro Spatial and Sub Regional Plan development.
65. If the long-term plans identify that the properties are not required for wastewater treatment the long-term strategy for the dwellings could be to maintain as rentals until it is no longer economic to do so or redevelop for community development.
66. Both houses due to their proximity to the treatment plant are not suitable for sale due to the risk of reverse sensitivity.
65. Staff recommend that the short-term strategy for these dwellings is to maintain and reactive renewals (renew upon failure) are undertaken. A cost benefit exercise should be undertaken for all works greater than \$10,000.



Figure 3: Pukete Road Properties

88 Crosby Road

66. 88 Crosby Road is located adjacent to the Fairfield Reservoir, within Porritt Park.

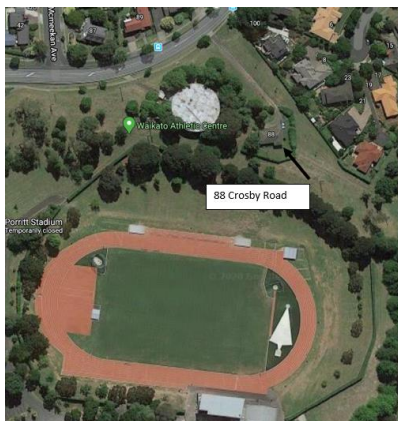


Figure 4: Crosby Road

67. The house is currently rented to staff, but there is no reason why it cannot be rented to the public. Over the next ten years, the rental income exceeds the cost to maintain by \$86,000 over the ten-year period.
68. This house provides several opportunities for Council, including:
- a) The house can also be surveyed and sold, as it holds no operational use to Council. This would require a survey and revocation of the Reserves Act 1977 status for the house section which triggers the need for a public consultation prior to a final decision being made. The property has an estimated market value of approx. \$450,000 (prior COVID-19). Costs associated with the sale including surveying and agent fees is estimated to be \$30,000.
 - b) The house could be offered to the Community Lands Trust, to provide housing to our community. As the house is located on a bus route, this option could be favourable to the Trust. Depending on the size of the lot created, the Community Lands Trust may wish to develop the site further to offer higher density housing. If sold to the Trust, the property will still require a survey and revocation of the Reserves Act 1977 and public consultation.
 - c) The house could be offered to the community for use under Council's community lease model. A change of use will be required involving the surveying off the area and reclassification as Local Purpose (Community) Reserve, with use being appropriate to the park. This process triggers the need for public consultation prior to a final decision being made.
 - d) The house could be removed, and the land returned to greenspace.
69. It is recommended that staff investigate the future options for this house further and report back to Council once information has been obtained.

Options

70. Staff have assessed that there are a number reasonable and viable options for the Community Committee to consider. The options are set out in the table below.
71. Market values and costs presented were those pre COVID-19 and may be subject to change.
72. **Option B** provides staff's preferred option for each of the dwellings.

Item 7

Dwelling	Option A Status Quo	Option B Staff Recommendation	Option C Other options for consideration
57 and 103 Memorial Drive	Rented to staff. Cannot be publicly rented due to access. Rental income exceeds cost to maintain by \$90,000	Survey, reclassification of land and change of use to enable buildings to be leased for community or commercial cafe in keeping with the park. Carry out a public notification and Expressions of Interest process and report back to Council. Cost is estimated to be between \$50,000 and \$300,000 dependant on Council led improvements required e.g. carparking, disability access and bathrooms, fire etc.	Remove houses and return land to green space. Cost is estimated to be \$40,000
18A Ruakiwi Road	Publicly rented. Cost of maintenance exceeds rental income by \$120,000 over 10 years	Remove house and return land to park. Cost is estimated to be \$40,000, funded through the 2020/21 Annual Plan.	Improve dwelling with change of use to enable community lease. Building will need to be returned to Council within 10 years to enable reservoir development. Cost is estimated to be at least \$300,000
140A Cobham Drive	Rented to staff. Cannot be publicly rented due to access. Cost of maintenance exceeds rental income by \$60,000 over 10 years	Remove house and return land to the nursery. Cost is estimated to be \$47,000, funded through either the proposed 10 Year Plan.	
2483 River Road	Publicly rented. Cost of maintenance exceeds rental income by \$110,000 over 10 years. Property at significant risk of landfill gas	Remove the house and return land to pasture. Cost is estimated to be \$40,000 funded through the 2020/21 Annual Plan.	Survey and sell property. Market value less costs is approximately \$490,000. Risk of landfill gas on property, continuous gas monitoring required at \$6,000 p.a.
2447 River Road	Publicly rented. Cost of maintenance exceeds rental income by \$70,000 over 10 years.	Remove the house and return land to pasture. Cost is estimated to be \$40,000. Funded through the proposed 10 Year Plan.	Survey and sell property. Market value less costs is approximately \$450,000

Dwelling	Option A Status Quo	Option B Staff Recommendation	Option C Other options for consideration
Zoo and Arboretum Dwellings (3xdwellings)	Rented to staff. Location of dwellings within the Zoo and Park does not allow rental to public.	Retain dwellings and maintain with reactive renewals only (renew upon failure). Cost benefit undertaken for all works over \$10,000. Rental income will exceed maintenance costs between \$110,000 to \$195,000 over 10 years. Manage long term use of the dwellings through Master Plans for the sites.	Retain dwelling and maintain with planned renewals. Rental income will exceed maintenance costs by \$110,000 over 10 years
1303 and 1343 Pukete Road	Publicly rented.	Retain dwellings and maintain with reactive renewals only (renew upon failure). Cost benefit undertaken for all works over \$10,000. Rental income will exceed maintenance costs between \$0 and \$80,000. Re-assess future requirements of the properties for the 2024 Ten Year Plan.	Retain dwelling and maintain with planned renewals. Rental income is equal to the cost of maintenance over the next 10 years.
88 Crosby Road	Currently rented to staff but can be publicly rented Rental income exceeds cost to maintain by \$85,000	Staff carry out further investigation on the options regarding the property including development by the Community Lands Trust or community lease.	Remove the house and return the land to green space. Cost is estimated to be \$40,000. OR Survey and sell property. Market value less costs is approximately \$420,000.

Financial Considerations - *Whaiwhakaaro Puutea*

73. Staff recommendation is for the following to be funded through the 2020/21 Annual Plan

- Removal of 18A Ruakiwi House and return to greenspace, estimated cost \$40,000
- Removal of 2483 River Road and the return land to pasture, estimated cost \$40,000
- Public consultation and expressions of interest process for 57 and 103 Memorial Drive, estimated cost \$10,000.
- Investigation and public consultation cost of \$10,000 for 88 Crosby Road, subject to further information being presented to the Community Committee once further investigation has been completed.

74. Staff recommendation is for the following to be funded through the proposed 10 Year Plan:

- Re-development of Memorial Drive houses estimated to be between \$50,000 and \$300,000 depending on future use and redevelopment needs
- Removal costs for 140A Cobham Drive estimated to be \$47,000
- Removal of 2247 River Road and return of land to pasture estimated to be \$40,000

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

75. Staff confirm that all options presented in this report comply with the Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

76. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').

77. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.

78. The recommendations set out in this report are consistent with that purpose.

Social

79. Staff recommendation to redevelop two dwellings into community leased buildings provides social wellbeing for Hamiltonians. An expressions of interest process will be carried to source appropriate community groups to lease the properties.

80. Options presented also include the removal of houses and returning the land to greenspace, therefore increasing public areas available for Hamiltonians.

Economic

81. The sale of dwellings will provide Council with funding that could be redirected into other projects.

Environmental

82. The removal of buildings may require full demolition or removal for resale. All works will be carried out to ensure the recycling of material if there is benefit to do so. If asbestos is found, then this will be managed as per statutory guidelines. After removal / demolition the sites will be returned to green space.

Cultural

83. There are no known cultural considerations identified by staff.

Risks - *Tuuraru*

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

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

Significance

85. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report has/have a medium level of significance.

Engagement

86. Given the medium level of significance determined, the engagement level is medium. Engagement is required.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Committee: Community Committee **Date:** 19 May 2020
Author: Lance Vervoort **Authoriser:** Lance Vervoort
Position: General Manager Community **Position:** General Manager Community
Report Name: General Managers Report

Report Status	<i>Open</i>
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Purpose – *Take*

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

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee:
 - a) receives the report;
 - b) notes that the report on 18a Ruakiwi Road property is part of the report to this meeting that reviews a number of council owned dwellings and their use options;
 - c) notes that a review of the Alcohol Control Bylaw Policy 2015 will be undertaken 2025; and
 - d) notes that the objections to the part reclassification of Hinemoa Park have been considered and resolves that, pursuant to section 24 (1) of the Reserves Act 1977 and to a delegation from the Minister of Conservation dated 12 June 2012:
 - i) the objections not be sustained on the grounds none is relevant to a change of classification, and
 - ii) the objectors will be written to accordingly.

Discussion - *Whakaraapopototanga matua*

3. This report provides updates to Committee 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: -
 - 18a Ruakiwi Road
 - the Alcohol Control Bylaw Policy 2015
 - Part Reclassification to Hinemoa Park
 - the effects of the Covid-19 crisis on The Peak indoor recreation
 - the status of Community Group facilities at Covid-19 alert level 2

18A Ruakiwi Road

4. At the 25 June 2019 Community, Services and Environment Committee a paper was presented regarding future options for the house at 18A Ruakiwi House. The Committee resolved for staff to assess the viability of the house being transformed into a community space and noted that staff would report back to council for consideration and decision following an expressions of interest process.
5. Further engineering assessments have been completed and this property is not considered viable for community use due to high repair costs coupled with City Waters requiring the land at some point in the future for development.
6. Staff have identified that reporting to council on all council owned dwellings rather than looking at each site in isolation would more helpful in identifying possible community space. Therefore, staff recommend a deferral of the stand alone 18a Ruakiwi Rd report to enable the addition of further information on all council owned dwellings and their use options. The full report is part of this agenda.

Alcohol Control Bylaw Policy 2015

7. At the Community Committee of 20 February 2020 it was resolved that staff report back to this meeting with an outline of the time required to complete a review of the Alcohol Control Bylaw Policy 2015.
8. The Bylaw was first adopted in 2010, and reviewed and adopted in 2015 in accordance with the Local Government Act 2002 (the LGA). The Bylaw is not legally required to be reviewed until 2025/2026, although the Council or Council Committee may request a review of a Bylaw at any time.
9. To complete a full review of the Alcohol Control Bylaw Policy 2015 a Special Consultative Process will be required as per the Local Government Act 2002 and would entail the following:

Process or meeting	Month												
	1	2	3	4	5	6	7	8	9	10	11	12	13
Policy review process	x	x	x	x	x	x	x	x					
Councillor briefing							x						
Community Committee								x					
Council									x				
Consultation										x			
Hearings and Engagement Committee											x	x	
Council													x

10. Under Section 9 of the existing bylaw, Council can amend or revoke an alcohol ban (9.1) and make resolutions to amend the alcohol ban areas (9.2), in accordance with criteria set out in section 147B of the LGA in place of a full review.
11. This is the criteria that is used each year to make a temporary extension to the Alcohol Ban to cover the Sevens event, although a ban could be permanent. Amending or revoking an alcohol ban does not require consultation or use of the Special Consultative Process, although Council could choose to do so.

Part Reclassification to Hinemoa Park

12. The Community Committee approved the change of classification of part of Hinemoa Park at the 20 February 2020 meeting, which will enable the development of a Pan Pasifika Hub on the site. This follows the hearing of submitters at the Hearing and Engagement Committee on 6 February 2020.
13. Council has engaged a consultant to officially gazette the change of classification. As part of this, the consultant has asked for some clarification on how objections were considered as part of the process and assurances that council has considered these, as it may not be clear in the minutes of the 20 February meeting.
14. A total of 8 objections were received during public consultation. The following table outlines the detail of these objections, and the Committee's consideration of them:

Objection detail	Number of objectors	Response
Loss of green space in Hinemoa Park and the potential adverse effects on residents' use of the Park	3	Council staff responded that the proposed new development in Hinemoa Park will in fact open the park up – fences that currently surround buildings will be removed and pathways constructed, alongside vegetation removal. Access to the park overall will not be impacted – there will still be community buildings and it is likely that improvements to the park will actually make it more useable overall, and in line with the recently approved West Town Belt Masterplan. The objections were accordingly noted but not accepted.
Rules should not be changed to allow one group or sector of the community to have exclusive or preferential use of the park	3	Not part of change of classification – although Kaute Pasifika, staff and elected members have reiterated on several occasions that the new facility will be for the benefit of the entire Hamilton community. The objections were accordingly noted but not accepted, as they are not relevant to the change of classification decision.
Lack of detail on the proposed building itself	1	The change of classification does not deal with the detailed design of the new building – this will follow in the lease agreement. The objections were accordingly noted but not accepted, as they are not relevant to the change of classification decision.
Oppose commercial aspects of the lease proposal (daycare and medical centre)	1	This matter will be addressed as part of the lease agreement, not the change of classification. The objections were accordingly noted but not accepted, as they are not relevant to the change of classification decision.

15. Staff recommend the Community Committee notes that these objections were considered on 6 February 2020 and resolves that, pursuant to section 24 (1) of the Reserves Act 1977 and to a delegation from the Minister of Conservation dated 12 June 2012:
 - i) The objections not be sustained on the grounds none is relevant to a change of classification, and
 - ii) The objectors will be written to accordingly.

The Peak – Rototuna Indoor Recreation Centre

16. The Peak indoor recreation centre at the Rototuna High Schools has been closed since the Covid 19 Alert Level 4 lockdown restrictions were put in place by government in late March 2020. The Peak relies on revenue from use fees along with annual operating grants from Hamilton City Council and the Rototuna High Schools, as well as grants sourced from local philanthropic funders and from Sport NZ for specific programmes.
17. The government subsidy on staff wages has been applied for and received alleviating potential financial challenges in the short term, with some reduction in expenditure. However if significant restrictions on use of the facility continue past June 2020, due to Covid 19 then the Trust will have further decisions to make in regard to viability of the facility's operation. Council will be kept abreast of this matter.

Community Group Facilities at Covid-19 Alert level 2

18. The General Manager Community Group will give a verbal update on the status of Community Group facilities at Covid-19 Alert level 2.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

19. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
20. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
21. The recommendations set out in this report are consistent with that purpose.

Social

22. As this report is not seeking a decision on the matter, there have been no social considerations identified.

Economic

23. As this report is not seeking a decision on the matter, there have been no economic considerations identified.

Environmental

24. As this report is not seeking a decision on the matter, there have been no environmental considerations identified.

Cultural

25. As this report is not seeking a decision on the matter, there have been no social considerations identified.

Risks - *Tuuraru*

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

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

Significance

27. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report has/have a low level of significance.

Engagement

28. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Item 9

Committee: Community Committee **Date:** 19 May 2020
Author: Andy Mannering **Authoriser:** Lance Vervoort
Position: Social Development Manager **Position:** General Manager Community
Report Name: Community Assistance Policy - 2019/20 Single-Year Community Grant Allocation

Report Status	Open
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Purpose - *Take*

1. To inform the Community Committee on the Single-Year Community Grant allocation for the 2019/20 financial year.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee receives the report.

Executive Summary - *Whakaraapopototanga matua*

3. Hamilton City Council's Single-Year Community Grant supports not-for-profit community organisations to deliver services, programmes and activities that benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton.
4. The External Allocation Committee (comprising of two Elected Members and seven community representatives) have delegated authority to allocate the funding on behalf of the Council.
5. The Single-Year Community Grant Allocation Committee approved a total of \$440,000 to 108 community organisations.
6. Staff consider the matters in this report to have a low significance and that the recommendations comply with the Council's legal requirements.

Background - *Kooreo whaimaarama*

7. The [Community Assistance Policy](#) was adopted by Council at the 31 October 2017 Community and Services Committee ([Agenda](#), [Minutes](#)), and updated in July 2018 to reflect 10-Year Plan changes around inflation.
8. The policy outlines the criteria and guidelines of all Council contestable grants that are administered by the Community and Social Development team within the Community Services Unit.
9. The Policy is scheduled to be reviewed during 2020. Two potential areas to be addressed through the 2020 Policy review include the support available to community events and Arts specific projects.
10. All applications for funding are managed through the SmartyGrants online funding application system.

11. The funding application round was advertised for a one-month period, opening from 1 February 2020 until 8am 4 March 2020. Two workshops were held at the Central Library to support groups applying to the fund.
12. One hundred and forty-two (142) applications were received requesting a total of \$847,311. In 2018/19 one hundred and forty-seven (147) applications were received requesting a total of \$884,938.
13. The Allocation Committee consisted of nine voting members, including two Elected Members (Councillors Bunting and Naidoo-Rauf), and representatives from the community.
14. Each application was assessed against the funding criteria set out in the Policy, prior to the committee meeting.
15. The Allocation Committee convened via zoom on 27 and 30 March 2020 to assess, discuss and determine the successful applicants.

Discussion - *Matapaki*

16. The Single-Year Community Grant is an annual funding programme that is independent of the [Covid-19 Community Response Fund](#). The increased demand on services has meant that some groups funded through the Community Assistance Policy have also applied for additional support to the Covid-19 Community Response Fund.
17. Weekly reports on the allocation of the Covid-19 Community Response Fund are occurring through executive updates, with successful applicants being uploaded onto the Council website. A full report on the allocation will be presented to the Community Committee later in 2020.
18. Applicants to the Single-Year Community Grant were asked to identify which sector would primarily benefit from their application. The following table shows the request of sectors against the amount granted.

Which sector primarily fits your project?	Request		Granted		
ARTS	12	\$58,451.00	11	\$38,440	66%
CULTURAL	17	\$90,314.96	13	\$42,470	47%
EDUCATION	23	\$125,218.99	20	\$70,870	57%
ENVIRONMENT	4	\$21,917.34	2	\$6,500	30%
HEALTH	25	\$158,670.00	17	\$64,250	40%
SOCIAL	34	\$230,824.00	22	\$123,950	54%
SPORT and RECREATION	14	\$83,581.29	13	\$53,720	64%
YOUTH	13	\$78,333.63	10	\$39,800	51%
	142	\$847,311.21	108	\$440,000.00	52%

19. All recipients of Council Community Assistance Funding are required to provide an accountability report documenting how their activities have contributed to the objectives for which the funding was allocated.
20. As part of the accountability report for the 2018/19 Single-Year Community Grant data on the impact of funded organisations was captured. This data has been collated into attachment two to show the collective impact of Council's Single-Year Community Grant 2019 in our city.

Financial Considerations - *Whaiwhakaaro Puutea*

21. This is a regular operating activity funded through the Long-Term Plan.

22. The 2018-28 10-Year Plan budget has \$1,403,000 to be distributed in 2019/20 via the Community Assistance Policy.
23. Allocation in 2019/20 has been split between three funding schemes:
 - Community Event Fund (\$50,000)
 - Multi-Year Community Grant (\$918,000)
 - Single-Year Community Grant (\$435,000)
24. \$440,000 was allocated through the Single-Year Community Grant due to a group returning their 2019/20 Community Event Grant of \$5,000.
25. The 2018-28 10-Year Plan outlines that Council grants will be used effectively, meaning that at least \$3 worth of services will be leveraged for every \$1 of community grant funding provided. The below table shows the amount of funding leveraged from the Community Assistance Funding provided by Council during the 2019/20 financial year.

Grant	\$ Amount Allocated	\$ Total Project Cost	\$ Leveraged for Council Contribution
Multi-Year Community Grant	\$918,000	\$15,703,986	\$17.11
Community Event Fund	\$45,000	\$423,803	\$ 9.42
Single-Year Community Grant	\$440,000	\$7,415,029	\$16.85
<i>Total</i>	<i>\$1,403,000</i>	<i>\$23,542,819</i>	<i>\$16.78</i>

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

26. Staff confirm that the Single-Year Community Grants allocation decisions noted in this report comply with the Council's legal and policy requirements.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

27. The purpose of Local Government changed on 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
28. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
29. Hamilton City Council's Single-Year Community Grant supports not-for-profit community organisations that deliver services, programmes and activities that benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton.
30. The recommendations set out in this report are consistent with that purpose.

Social

31. Collective impact data from last year's recipients indicate that the 79 funded organisations worked with 173,155 clients. Over the year they gave out 24,053 care packages to support individuals and whaanau within our community.
32. These groups held 970 community events to build social connections, with 104,033 people attending, and hosted 1381 trainings or workshops that had 15,134 participants.

Economic

33. Collective impact data from last year's recipients indicate that the 79 funded organisations employed 162 individuals. Over the year they collectively spent \$8,129,278 across all their programmes and services.

34. 3221 volunteers were involved in these community organisations and gave 115,997 hours of service.

Environmental

35. Applications to the Single-Year Community Grant from Environmentally focused community groups is traditionally low. This year only four applications were received. The Community and Social Development team will continue to work with the Environmental sector to raise their capacity to apply to the 2021 funding round.

Cultural

36. Within the application process the question is asked as to which Ethnic group will primarily benefit from the project.
37. The following table shows the number of applications received, the amount requested, and the amount funded by consolidated ethnicity.

Which Ethnic group will primarily benefit from the project?	Request		Granted	
Maaori	27	\$168,797.34	17	\$80,300
NZ European	25	\$137,352.63	20	\$71,890
Ethnic (non-Maaori/non-NZ European)	26	\$144,692.00	23	\$77,720
Other – Everyone	64	\$396,469.24	49	\$210,090
ALL	142	\$847,311.21	108	\$440,000

Risks - *Tuuraru*

38. All applicants have been notified of the funding decisions. There are no overt risks associated with this matter.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

Significance

39. Having considered the Significance and Engagement Policy, staff have assessed that the matters in this report have a low significance. This means consultation on the allocation decisions is not needed.

Engagement

40. The Single-Year Community Grants process is a publicly contestable fund. Following this Committee meeting, successful applicants to this funding round will be published on the Council's website.
41. Engagement with previous applicants to our Community Assistance Grants will occur to help inform the Policy review occurring this year.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Single-Year Community Grant - 2019-20 Successful Recipients

Attachment 2 - Single-Year Community Grants Impact Infographic 2018-19

Single-Year Community Grant - 2019/20 Successful Recipients

One hundred and forty-two (142) applications were received requesting a total of \$847,311. The Single-Year Community Grant Allocation Committee approved a total of \$440,000 to 108 community organisations.

Organisation Name	Project Title	Final Allocation
Alzheimers Waikato Charitable Trust	Community room Costs	\$2,500
Angel Casts Charitable Trust	Operating costs	\$6,000
Arts for Health Community Trust	Operating costs	\$5,000
Asthma & Respiratory Services (Waikato) Inc	Operating costs	\$4,000
Brain Injury Waikato Inc	Operating costs	\$5,000
Chapel Hill Community Church	Operating costs	\$2,000
Chartwell Cooperating Parish	Equipment for Selwyn Centre	\$3,950
Childplayworks Charitable Trust	Operating costs	\$6,000
College Old Boys Rugby League Charitable Trust	Administration costs	\$1,800
Creative Fibre Hamilton	Operating costs	\$2,750
Desert Spring Ministries Trust	Operating costs	\$5,000
Diabetes New Zealand – Waikato	Operating costs	\$4,000
Dinsdale Playcentre	Updating our music area	\$1,390
Diversity Counselling New Zealand	Office rent	\$8,000
Dress for Success Hamilton Trust	Operating costs	\$8,000
Eastlink Sports Inc	Replacing car park lights	\$2,100
Efalata Trust	Operating costs	\$4,000
Endometriosis Waikato T/A Insight Endometriosis	Community programmes	\$7,000
Epilepsy Waikato Charitable Trust	Operation and administration costs	\$4,000
Frankton Railway Combined Sports Club Inc	Building Insurance and Auditing costs	\$8,000
Fraser Tech Rugby Football Club	Upgrade to Lighting at Elliot Park	\$6,000
Friends of Hamilton Public Library Association Inc	Hamilton Book Month	\$3,300
Go Eco (Waikato Environment Centre)	Trailer, tools and volunteer expenses	\$5,000
Go Eco (Waikato Environment Centre)	Transformation from the Roots Up	\$1,500
Gujarati Pariwar Waikato (Inc)	Operating costs	\$2,000
Hamilton Astronomical Society Inc	Operating costs	\$3,000
Hamilton BMX Club Inc	Operating costs	\$4,000
Hamilton Caledonian Society's Pipe Band Inc	Operating & Tuition Costs	\$3,500
Hamilton Chinese Golden Age Society	Operations and activities	\$2,000
Hamilton Civic Choir Inc	Operating costs	\$4,000
Hamilton Combined Christian Foodbank Trust	Operating costs	\$8,000
Hamilton Community Men's Shed	Operating costs	\$3,000
Hamilton East Community Toy Library	Accountant costs	\$800
Hamilton Group Riding for The Disabled	Operating costs	\$6,000
Hamilton Household Budgeting Advisory Trust	Operating costs	\$8,000
Hamilton Kerala Samajam	Community Awareness & Development	\$5,000

Hamilton Kiononia Community Trust	Operating costs	\$3,000
Hamilton Methodist Social Services Trust (Methodist City Action)	Monday Community Lunch	\$8,000
Hamilton Operatic Society	Operating costs	\$8,000
Hamilton Playbox Rep Soc Inc	24 Hour Play Challenge	\$1,000
Hamilton Returned and Services Association (Inc)	Operating costs	\$3,000
Hamilton Toy Box Toy Library	Operating costs	\$800
Hamilton Xing Xing Performing Arts Group Inc	Operating costs	\$4,000
Hearing Association Hamilton & Districts Branch	Operating costs	\$4,500
Heart Kids Waikato	Operating costs	\$3,500
Hillcrest Bowling Club Inc	Operating costs	\$3,000
Hillcrest Scouts	Operating costs	\$1,500
House of Science Central Waikato	Operating costs	\$8,000
Kidz Korner Toy Library	Operating costs	\$2,500
Life Education Trust Hamilton	Operating costs	\$4,000
Lifelink Samaritans Inc	Operating costs	\$2,000
Mathematics for A Lifetime Charitable Trust	Transforming lives	\$1,500
Melville Hall Society Inc.	Melville Hall Operating Costs	\$3,000
Ms Waikato Trust	Operating costs	\$3,500
Muscular Dystrophy Northern	Fieldworker Service - Hamilton	\$2,500
Neighbourhood Support Hamilton Inc	Operating costs	\$2,000
Norris Academy Trust	Operating costs	\$4,000
Orchestras Central Trust	Sensing Music	\$2,500
Peachgrove Playcentre	Carpark Fence and Gate	\$3,400
Positive Change Programmes Charitable Trust	Anger Management & Conflict Resolution programmes	\$4,000
Pregnancy Counselling Services - Hamilton	Operating costs	\$3,000
Prison Care Ministries	Mileage Costs	\$5,500
Rainbow Chinese Community Centre Charitable Trust	Operating costs	\$2,000
Rostrevor House Inc	Operating costs	\$5,000
Russian Language and Culture Group Charitable Trust 'Znanie'	Cultural Celebration	\$1,000
Scouts NZ, Waikato Zone,	Waikato 2020 Show	\$2,000
Seed Waikato Inc	Operating costs	\$8,000
Single Parent Services Waikato	Operating costs	\$7,500
Sistema Waikato Trust Board	Operating costs	\$8,000
SpiralZ Rhythmic Gymnastics of Hamilton Inc.	Operating costs	\$5,000
Squash Waikato Inc	Operating costs	\$6,000
Sri Balaji Temple Trust Hamilton New Zealand	Kitchen improvements	\$4,000
Sri Lanka Friendship Society Waikato	Cultural celebrations and programmes	\$4,000
St Marks Church	Operating costs	\$3,000
St Peters Sea Scouts	Operating Costs	\$4,000
SWITCH Youth Charitable Trust	Operating costs	\$2,750

Tainui Maori Womens Welfare League	Volunteer Expenses & Workshops	\$8,000
Te Papanui Enderley Community Trust	Christmas Event 2020	\$2,500
Te Rautini Trust	Youth Development programmes	\$5,000
Te Tamawai Trust	Everybody's Game	\$8,000
The Care Community Trust	Retreat Weekends for Cancer Patients	\$1,000
The Dyslexia Association of Waikato	Resources and Professional development	\$1,870
The Parkinson's New Zealand Charitable Trust	Community Educator service	\$2,000
The Starjam Charitable Trust	Operating costs	\$4,000
The Taiohi Toa Trust	Operating costs	\$5,000
Tui Trust	Operating costs	\$1,500
Volunteering Waikato	Operating costs	\$8,000
Waikato Agricultural and Pastoral Association	A&P Schools Day Out	\$3,000
Waikato Area Girls' Brigade	Leadership Development	\$5,300
Waikato Badminton Association Inc	Association & Junior Development	\$2,000
Waikato Community Broadcasting Charitable Trust T/A Free FM	Operating costs	\$8,000
Waikato Ethnic Family Services Trust	Operating costs	\$6,000
Waikato Family Centre Trust	Operating costs	\$4,000
Waikato Fiji Association 2001 inc	Cultural night	\$970
Waikato Hispano Latino Cultural Charitable Trust	Operating costs	\$5,000
Waikato Indian Association	Operating costs	\$1,000
Waikato Japanese Community Trust	Operating costs	\$3,500
Waikato Multicultural Council Inc	Operating costs	\$2,000
Waikato Paraplegic and Physically Disabled Assn.	Youth Development Programme	\$2,820
Waikato Regional Science & Technology Fair	Event costs	\$1,000
Waikato Regional Volleyball Association, Inc.	Operating costs	\$4,000
Waikato Rocks Trust	Tunes of Waikato	\$5,000
Waikato Society of Arts Inc.	Operating costs	\$6,000
Waikato Society of Potters	Operating costs	\$2,000
Waikato Somali Society Inc	Homework programme	\$4,000
Waikato Tennis Trust	Administrator wages	\$5,000
West Hamilton Community Youth Trust	Operating costs	\$5,000
Young Workers Resource Centre Inc.	Operating costs	\$8,000

Assessing the benefits

Single-Year Community Grants

Hamilton City Council reaches deep into the community through our Single-Year Community Grants programme. Here's the impact that funding had in the 2018/19 financial year.

79 community groups funded

\$310,700 granted



These groups responded to
68,393
enquiries

They worked with

173,155
clients



They employed **162** people



3221 volunteers
involved in these groups
gave **115,997**
hours of service



They held **1381**
workshops or
trainings
with **15,134**
participants

The groups gave out
24,053 care packages

Our community partners spent
\$8,129,278
across all their programmes
and services



They held **970**
community events
with **104,033**
people attending

hamilton.govt.nz/
communityfunding



**Hamilton
City Council**
Te kaunihera o Kirikiriroa