

## Notice of Meeting:

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

**Date:** Wednesday 2 March 2022  
**Time:** 9.30am  
**Meeting Room:** Audio Visual Link  
**Venue:** Municipal Building, Garden Place, Hamilton

Lance Vervoort  
Chief Executive

---

## Community Committee

### *Komiti Hapori*

### OPEN AGENDA

---

#### Membership

**Chairperson** Cr M Bunting  
*Heamana*

**Deputy Chairperson** Cr K Naidoo-Rauf  
*Heamana Tuarua*

**Members**

|                       |                           |
|-----------------------|---------------------------|
| Mayor P Southgate     | Cr R Pascoe               |
| Deputy Mayor G Taylor | Cr S Thomson              |
| Cr M Gallagher        | Cr M van Oosten           |
| Cr R Hamilton         | Cr E Wilson               |
| Cr D Macpherson       | Cr M Donovan              |
| Cr A O'Leary          | Maangai T PThompson-Evans |
|                       | Maangai O Te Ua           |

**Quorum:** A majority of members (including vacancies)

**Meeting Frequency:** Six weekly

---

Amy Viggers  
Mana Whakahaere  
Governance

**22 February 2022**

Telephone: 07 838 6727  
Amy.Viggers@hcc.govt.nz  
www.hamilton.govt.nz

## 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
7. To determine the funding priorities for the Community Grants Allocation Committees, in line with the Community Assistance Policy, Long Term Plan and Annual Plan.
8. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
9. 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.
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.
11. To develop policy, approve and monitor implementation of plans and strategies in relation to the performance of Council's investments in the Domain Endowment Fund and strategic property.



**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:**

- Approval of acquisition or sale or lease of properties owned by the Domain Endowment Fund consistent with the Domain Endowment Fund Investment Policy, for any endowment properties.
- 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*

| ITEM | TABLE OF CONTENTS   | PAGE |
|------|---|------|
| 1    | Apologies – <i>Tono aroha</i>   | 5    |
| 2    | Confirmation of Agenda – <i>Whakatau raarangi take</i>  | 5    |
| 3    | Declarations of Interest – <i>Tauaakii whaipaanga</i>   | 5    |
| 4    | Public Forum – <i>Aatea koorero</i>   | 5    |
| 5    | Confirmation of the Open Community Committee Minutes - 25 November 2021   | 6    |
| 6    | Chair's Report  | 13   |
| 7    | 2022 Welcoming Plan   | 17   |
| 8    | Deliberations report on the review of the Naming of Roads, Open Spaces and Council Facilities Policy ( <i>Recommendation to the Council</i> ) | 57   |
| 9    | Community Occupancy Applications  | 91   |
| 10   | Licence to Occupy - Kiwi Balloon Co (2009) Limited - Innes Common   | 108  |
| 11   | Hamilton City Council Aquatics Strategy - Indicators and action plan  | 1244 |
| 12   | Civil Defence Emergency Management (CDEM) Quarterly Update  | 149  |
| 13   | Play Strategy Implementation Update   | 154  |
| 14   | Accessible Playground, Magical Bridge Trust NZ Proposal   | 170  |
| 15   | One Victoria Trust (Meteor Theatre) - Property Renewals Funding Request ( <i>Recommendation to the Council</i> )                              | 188  |
| 16   | He Pou Manawa Work Plan   | 196  |
| 17   | General Managers Report   | 203  |
| 18   | Resolution to Exclude the Public  | 207  |

**1 Apologies – *Tono aroha***

**2 Confirmation of Agenda – *Whakatau raarangi take***

The Committee to confirm the agenda.

**3 Declaration of Interest – *Tauaakii whaipanga***

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

Item 5

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Carmen Fortin

**Authoriser:** Michelle Hawthorne

**Position:** Governance Advisor

**Position:** Governance and Assurance Manager

**Report Name:** Confirmation of the Open Community Committee Minutes - 25 November 2021

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Community Committee confirm the Open Minutes of the Community Committee Meeting held on 25 November 2021 as a true and correct record.

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Community Committee Unconfirmed Open Minutes - 25 November 2021

## Community Committee

### *Komiti Hapori*

### OPEN MINUTES

Minutes of a meeting of the Community Committee held in Council Chamber and Audio Visual Link, Municipal Building, Garden Place, Hamilton on Thursday 25 November 2021 at 9.32am.

#### PRESENT

|  |   |
|--|---|
| <b>Chairperson</b><br><i>Heamana</i>               | Cr M Bunting  |
| <b>Deputy Chairperson</b><br><i>Heamana Tuarua</i> | Cr K Naidoo-Rauf  |
| <b>Members</b>                                     | Mayor P Southgate<br>Deputy Mayor G Taylor (Exclusively via audio visual link)<br>Cr M Gallagher<br>Cr D Macpherson<br>Cr A O'Leary (Exclusively via audio visual link)<br>Cr R Pascoe (Exclusively via audio visual link)<br>Cr S Thomson<br>Cr M van Oosten<br>Cr E Wilson<br>Cr M Donovan<br>Maangai T P Thompson-Evans<br>Maangai O Te Ua (Exclusively via audio visual link) |

#### In Attendance

Helen Paki – General Manager Community  
Maria Barrie – Unit Director Parks and Recreation  
Rebecca Whitehead – Community Services Unit Director  
Liz Cann – Aquatics Director  
Philippa Clear – Community and Social Development Manager  
Kelvin Powell – City Safe Unit Manager  
Andy Mannering – Ratonga Hapori  
Joanna van Walraven – Policy and Strategy Advisor, Arts and Community  
Cait Cresswell – Strategy and Policy Advisor, Recreation and Social Development  
Mark Bang – CDEM Team Leader- Genesis  
Laree Payne – MESH curatorial representative

#### Governance Staff

Becca Brooke – Governance Manager  
Carmen Fortin and Narelle Waite – Governance Advisors

*The meeting was opened with a prayer from Waikato Interfaith.*

#### 1. Apologies - *Tono aroha*

**Resolved:** (Cr Bunting/Cr Wilson)

That the apologies for absence from Cr Hamilton, and for partial attendance from Mayor Southgate, Cr Pascoe, Cr van Oosten, and Cr O'Leary, and Maangai Thompson-Evan are accepted.

2. **Confirmation of Agenda - *Whakatau raarangi take***

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the agenda is confirmed.

3. **Declarations of Interest - *Tauaakii whaipanga***

No members of the Council declared a Conflict of Interest.

4. **Public Forum - *Aatea koorero***

**Aaron Martin and Ellie Wilkinson** (Te Whare o Te Ata) spoke to item 8 (Partial Reclassification of Fairfield Park) regarding the work that the organisation carried out in the areas of Fairfield and Chartwell including food programmes, vaccination events, afterschool programmes. He noted the benefit of the movement to Fairfield hall on their organisation and the opportunities it would provide for the community. They responded to questions from Elected Members regarding the original classification of the Hall and current Board of Trustees appointments.

*Maangai Thompson-Evans joined the meeting (9.46am) during the above public forum.*

**Peter Van Vroonhoven** (Magical Bridge Trust NZ) spoke to item 7 (Accessible Playground, Magical Bridge Trust NZ Proposal) in support of Option 2. He outlined the background of the trust, the concept, and the benefit within the community of having a fully accessible playground. He felt that the area noted within the report was the best location as there are already destination playgrounds nearby, proximity to diverse communities, existing facilities, parking, and land formations which can used to suit design, proximity to supportive organisations, ease of access, and known location. He responded to questions from Members regarding the suitability of other locations, options should Rostrevor street be closed, ability to reduce risk on this location, objection to other options, ability to start design work and cooperation with nearby organisations.

5. **Confirmation of the Open Community Committee Minutes - 12 October 2021**

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee confirm the Open Minutes of the Community Committee Meeting held on 12 October 2021 as a true and correct record.

6. **Chair's Report**

The Chair spoke to the report and noted some of this year's wins within the Community Committee and the staff members who have gone above and beyond for the community. Members then spoke to the positive work of the Community Group and the benefit to the Hamilton community.

**Staff Action:** *Staff undertook to engage with Community Advisors as part of the report on the programmes in Nawton-Crawshaw and Enderley-Fairfield areas.*

**Resolved:** (Cr Bunting/Maangai Thompson-Evans)

That the Community Committee :

- a) receives the report; and
- b) approves the Deferral of the Libraires Report to a future meeting of the Committee, noting that this is to come after the completion of the development of the He Pou Manawa Ora Work Programme.

*Mayor Southgate joined the meeting (10.12am) during the discussion of the above item. She was present when the matter was voted on.*

## 7. Accessible Playground, Magical Bridge Trust NZ Proposal

The Parks and Recreation Unit Director spoke to the report, noting an error in the report which read \$1 million in Council funding instead of \$1 million in renewal funding and \$200 thousand of improvement funding, totalling \$1.2 million of available Council funding for Claudelands Park. She also explained that the consultation with Te Ngaawhaa Whakatupu Ake mentioned in the report was not able to be completed and as such there was feedback from this forum. Staff responded to questions from Members regarding participant capacity of location options, timeline of work and impact of renewals, concerns and legal obligations with Waikato Show Trust, use of Claudelands Park, impact of fencing in the park, funding options including the Gaming Trust, Claudelands location preference subject to conversations with the existing use agreements, other site considerations, impact on greenspace of Claudelands, risks of staging approach for the project, engagement with existing users and residents, and tree shading within design.

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;
- b) approves **Option 3** of the staff report, that staff work with the Magical Bridge Trust NZ to establish an agreement that includes a confirmed site, engagement and funding plans to deliver a fully accessible playground within Hamilton City; and
- c) requests staff report back to the March Community Committee for final approval.

*Cr van Oosten joined the meeting (10.25am) at the conclusion of the above item. She was not present when the matter was voted on.*

## 8. Partial Reclassification of Fairfield Park

The Chair took the report as read. Staff responded to questions from Members concerning the original classification and history of the park classification.

**Resolved:** (Cr Thomson/Cr Bunting)

That the Community Committee:

- a) receives the report;
- b) approves the commencement of the legislative process to change the classification of part of Fairfield Park from recreation reserve to local purpose (community facilities) reserve; and
- c) notes that:
  - (i) public consultation process will be undertaken seeking the community's views on the reclassification following the process outlined in the staff report;
  - (ii) a Hearings and Engagement Committee meeting will be convened if any verbal submissions requests are made; and
  - (iii) staff will report back to the Community Committee for deliberations and a final decision on the reclassification following the public consultation and hearings process.

*Cr O'Leary joined the meeting (10.48am) at the conclusion of the above item. She was not present when the matter was voted on.*

**The meeting was adjourned from 10.55am to 11.13am.**

*At the beginning of item 9 (MESH Stage 1 Application - Permanent Public Art Process) Cr van Oosten declared that she was a resident of the area. She was not conflicted and took part in discussion and vote on the matter.*

**9. MESH Stage 1 Application - Permanent Public Art Process**

The Policy and Strategy Advisor, Arts and Community and Laree Payne (MESH curatorial representative) took the report and artist brief as read, noting the proposed location and the three central themes of nature, texture, and movement and play. Staff responded to questions from Members regarding next steps noting the recent approval of the Public Arts Policy, impact of the delay of He Pou Manawa Ora, alignment with He Pou Manawa Ora principles, integration of the Wellington Street Beach areas, and inclusion of the Central City and River Plan.

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;
- b) approves the application at Stage 1 of the 2016 Permanent Public Art Process;
- c) notes any future permanent public art applications from MESH will be considered at Stage 2 of the 2021 Permanent Public Art Policy; and
- d) notes that the final Draft Permanent Art Policy was approved by the Council on 11 November 2021.

*Cr Pascoe joined the meeting (11.19am) at the conclusion of the above item. He was not present when the matter was voted on.*

*Mayor Southgate left the meeting (11.31am) during the discussion of the above item. She was not present when the matter was voted on.*

**10. Connecting Communities: Our Venues and Spaces Community Facilities Strategy 2021 Update**

The Ratonga Hapori introduced the report, noting that Council approved the strategy in November 2020, and acknowledged that there were to be multiple reports throughout the year on emerging items including an annual updated. He confirmed that investigative work was being undertaken on several community facilities across Hamilton, with the report coming to Community Committee in 2022. Staff responded to questions from Member concerning repairs to the Celebrating Age Centre and usability of centre, and update on the Enderley and Pukete areas.

**Resolved:** (Cr Wilson/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report; and
- b) requests staff report to the March 2022 Community Committee on the progress of the business case and funding plan for the Enderley Community Centre and Pukete Neighbourhood house projects.

**11. Community and Social Development Outcomes - Community Capacity**

The Community and Social Development Manager introduced the report noting that since the report was written there were some positive vaccine statistics surrounding the Hamilton and Waikato areas and the community organisation efforts and events to increase vaccinations. Staff responded to questions from Members concerning the purpose of project 856 including target age and services, Waikato Wellbeing project engagement and focus on local community, and impact of



Council funding on vaccination numbers.

**Resolved:** (Cr Thomson/Cr Bunting)

That the Community Committee receives the report.

**The meeting was adjourned from 11.54am to 11.55am.**

## 12. **Hamilton City Council Aquatics Strategy**

The Aquatics Director, Strategy and Policy Advisor, Recreation and Social Development, and Community Services Unit Director introduced the report, noting that the aquatics strategy was intended to be a high level strategy with the specific actions to follow at a further meeting, the importance of alignment to He Pou Manawa Ora, consultation, and engagement with Te Ngaawhaa Whakatupu Ake. They explained the outcome areas, which include Community, Competition and Training, Play, and Water Safety. Staff responded to questions from Members regarding transport and access for community in outcome areas, inclusion of the successes of H3 group, inclusion of natural water sources such as the Hamilton Lake and Waikato River, funding from annual plan, and alignment of Aquatics Strategy and the Waikato River Plan.

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;
- b) approves the Hamilton City Council Aquatics Strategy; and
- c) notes that annual progress reports on the strategy will be presented to the Committee beginning October 2022.

## 13. **Civil Defence Emergency Management (CDEM) Quarterly Update**

The City Safe Unit Manager and Mark Bang (CDEM Team Leader- Genesis) introduced the report, noting the three key areas outlined in the report included the Covid-19 response, the Waiora-Waikato Matariki Award, and the staff deployments during the flooding period.

**Resolved:** (Cr Bunting/Cr Wilson)

That the Community Committee receives the report.

*Mayor Southgate returned to the meeting (12.15pm) during the above item. She was present when the item was voted on.*

## 14. **General Managers Report (Recommendation to Council)**

The General Manager Community introduced the report by outlining the staff recommendation. Staff responded to questions from Members regarding the WEL easement ownership and purpose for property.

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

That the Community Committee:

- a) receives the report;

- b) recommends that the Council approves the easement to WEL Networks Ltd over Lot 9 DPS 87761 and Section 1 SO 499978, subject to:
  - i. the Department of Conservation approval being obtained for Lot 9 DPS 87761;
  - ii. all costs relating to the easement, and registration of it on relevant Titles, being the responsibility of WEL Networks Ltd;
- c) notes the reallocation of \$27,000 from the Community Events fund to the Single-Year Community Grant Fund following the cancellation of a number of Community Events;
- d) approves the deferral of a briefing on Central City Safety matters to the Crime Taskforce to report back to the Community Committee at a later date; and
- e) approves the deferral of the External Funding (Community Investment) Strategic Review report to March 2022 Community Committee.

#### 15. Resolution to Exclude the Public

**Resolved:** (Cr Bunting/Cr Naidoo-Rauf)

#### Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered                                       | Reasons for passing this resolution in relation to each matter  | Ground(s) under section 48(1) for the passing of this resolution |
|---|---|--|
| C1. Confirmation of the Public Excluded Community Committee Minutes - 12 October 2021 | ) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987<br>) | Section 48(1)(a)   |

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

|          |   |                   |
|----------|---|-------------------|
| Item C1. | to maintain legal professional privilege    | Section 7 (2) (g) |
|          | to enable Council to carry out negotiations | Section 7 (2) (i) |

**The meeting went into a public excluded session at 12.19pm.**

**The meeting was declared closed at 12.20pm.**

# Council Report

Item 6

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Carmen Fortin

**Authoriser:** Michelle Hawthorne

**Position:** Governance Advisor

**Position:** Governance and Assurance  
Manager

**Report Name:** Chair's Report

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## **Recommendation - *Tuutohu***

That the Community Committee receives the report.

## **Attachments - *Ngaa taapirihanga***

Attachment 1 - Chair's Report

# Chair's Report



Kiaora te whaanau.

Thank you for your attendance at this action-packed Community Committee meeting.

It really is a month of C's. Capacity, Covid, and Cyclones.

## Capacity

Our community team have been working to capacity as we head towards the annual plan, and as you will agree are eager to please the Elected Members. I would remind Committee members that every time we ask for more information, a report, or an urgent response to an issue then it will take them off something else. We have a great team - we want to keep them!

## Covid

At the time this report was written, we have consolidated our pools staff, temporarily closing the Gallagher Aquatic centre in order to keep Waterworld open. I fear this is just the first of our community facilities to be affected by staff going into isolation as omicron sweeps through our city. While it does create a certain inconvenience to the public, I would make two points.

First thoughts are to send the Committee's well-wishes to those who have got sick in the line of duty. We wish you a speedy recovery.

Secondly, our Prime Minister has assured us that the mandates are temporary and will be gradually removed in due course. I am encouraged that our staff are constantly reviewing their effectiveness, as we all want full and open enjoyment of our great local attractions.

## Cyclone Dovi





Our City Parks team have been non-stop cleaning up the trees. The below team members were on call through Sunday and throughout the evening until around midnight – outstanding work from all involved!

- Isao Kayano - Isao is our operational supervisor and was present on site from around 9am on Sunday through to midnight assisting with the removal of large dangerous tree . Isao has been organising the teams daily and ensuring the work is being completed safely.
- Scott Gerran - Scott is currently in charge of the management of all the contractors working around the city specifically the contractors working on ensuring the power network is safe and assessing and cleaning up fallen and damaged trees within our parks network. Scott was also part of the clean-up crew on Sunday night working through until midnight.
- Jason Georg - Jason is our Hiab driver who is attending sites all around the city removing the large logs that cannot be picked up by residents .Jason was working on Sunday night and was the main reason we were able to open up as many roads as we did as he removed the logs to allow access for residents around the city until around midnight.
- Liam Baker - Liam was one of the arborists who attended many sites around the city clearing large trees that had blocked roads, footpaths, driveways and also trees that had encroached on private property until around midnight.
- Liam Dowson - Liam was one of the arborists who attended sites around the city and was working from our EWP which was being used to undertake work on the most dangerous trees we come across and also working on the powerline clearance to ensure residents did not lose power due to large hangers in trees until around midnight.
- Liam Hames - Liam was one of the arborists who attended many sites around the city clearing large trees that had blocked roads, footpaths, driveways and also trees that had encroached on private property until around midnight.
- Ollie Bailey - Ollie was one of the arborists who attended many sites around the city clearing large trees that had blocked roads, footpaths, driveways and also trees that had encroached on private property until around midnight.
- Ora Martin - Taneora was one of the arborists who attended sites around the city and was working from our EWP which was being used to undertake work on the most dangerous trees we come across and also working on the powerline clearance to ensure residents did not lose power due to large hangers in trees until around midnight.

## Attachment 1

- Stephen Griffiths - Stephen was on call on Sunday morning (3am) when the first damage was started being recorded, Stephen worked assessing trees and damage all the way through the night until mid afternoon when it was decided he need to go and get some sleep. Stephen was part of the first crew to attend sites around the city to begin to clear fallen trees from roads and properties.
- Daryl Phillips - Daryl was the on call person from the parks team who was the main point of contact and received all the calls from the customer services team from the start of the storm in the early hours of Sunday morning. In most cases Daryl was the first on site to review damage and to advise the arboriculture team of the extent of the damage. Daryl worked until mid-afternoon due to exhaustion from attending to calls and site visits throughout the night
- Phillip Wullems - Phillip came in to Duke street mid-afternoon to relieve Daryl of his on call duties and was part of the team assessing and attending call outs for damage that was reported in the southern region of the city. Phillip was working throughout the night providing advice on the urgency of jobs and the need to attend if he had any immediate safety concerns.
- Lee Farnhill, the Parks Delivery Manager who lead from the front to triage calls for the arborist teams during the cyclone (actually who stole someone else's Chainsaw pants when they were sent home so he could assist with saw work) and has been co-ordinating response since with excellent support from the Parks and Recreation Manager, Maria Barrie

## Item 6

I'd also like to honour Andy Mannering. We often see Andy presenting reports and providing policy advice, but Andy does so much amazing work. For example, last week I took a call from the brother of a resident who had had her power taken out by a large tree. Not only did Andy get round to personally comfort her, he liaised with our team to ensure she was ok for food, housing and healthy but he's since dropped around twice just to check on her.

This is the very real, front facing and brilliant work our community team are doing every day and we are grateful to have these brilliant people representing us.

### **Chair's Recommendation**

That the Community Committee receives the report.

Kia Kaha.

Councillor Mark Bunting  
Chair, Community Committee  
Hamilton City Council

# Council Report

Item 7

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Andy Mannering

**Authoriser:** Helen Paki

**Position:** Kaiwhakahaere Rautaki Hapori

**Position:** General Manager Community

**Report Name:** 2022 Welcoming Plan

|                      |      |
|----------------------|------|
| <b>Report Status</b> | Open |
|----------------------|------|

## Purpose - *Take*

1. To seek Community Committee endorsement for the 2022 Welcoming Communities Plan – Te Waharoa ki ngaa Hapori (Welcoming Plan).

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee:
  - a) receives the report;
  - b) endorses the 2022 Welcoming Plan; and
  - c) acknowledges the work to date of the Welcoming Communities Advisory Panel.

## Executive Summary - *Whakaraapopototanga matua*

3. Hamilton City Council was accepted into the national Welcoming Communities Programme (Te Waharoa ki ngaa Hapori) in March 2021.
4. Covid-19 restrictions have had an impact on the development of the inaugural Welcoming Plan.
5. As per **Attachment 1**, the 2022 Welcoming Plan follows the Welcoming Communities Standard and ensures our city is more open and accepting, building on existing efforts to embrace cultural diversity and inclusion.
6. The 2022 Welcoming Plan outlines 77 actions to progress the eight outcomes identified in the Welcoming Communities Standard.
7. Staff consider the matters in this report have a low significance under the Significance and Engagement Policy and that the recommendations comply with the Council's legal requirements.

## Background - *Koorero whaimaarama*

8. Hamilton City Council was one of the first councils to establish the role of an Ethnic Advisor to liaise between Council and the cities growing ethnic population.

9. Hamilton has over 160 ethnicities represented in the city population, with 27.2% of residents born overseas.
10. Hamilton has been a refugee resettlement centre since 1993.
11. Based on current trends and projections, New Zealand will continue to become more ethnically diverse as our population grows.
12. Welcoming Communities – Te Waharoa ki ngaa Hapori is a programme led by Immigration NZ in partnership with the Ministry of Ethnic Communities, the Department of Internal Affairs and the NZ Human Rights Commission. Welcoming Communities is part of a global Welcoming movement and was piloted with 5 regions around New Zealand between 2017-20.
13. Central Government approved funding for a nationwide rollout of the programme and associated accreditation in 2020.
14. At the centre of the programme is the Welcoming Communities Standard which provides councils and communities with a benchmark for what a successful welcoming community looks like. The outcomes-based standard is made up of the following eight outcome areas that are important to creating a welcoming and inclusive environment:
  - i. Inclusive Leadership
  - ii. Welcoming Communications
  - iii. Equitable Access
  - iv. Connected and Inclusive Communities
  - v. Economic Development and Business Employment
  - vi. Civic Engagement and Participation
  - vii. Welcoming Public Spaces
  - viii. Culture and Identity
15. Accreditation as a Welcoming Community can occur and recognises that the Council in partnership with its community:
  - i. has developed a Welcoming Plan and is putting in place a range of activities for newcomers and those who have lived here longer; and
  - ii. is clear about what it wants to achieve and is working towards meeting the Welcoming Communities Standard's outcomes; and
  - iii. has strong governing, advisory, project management and monitoring arrangements; and
  - iv. is partnering with the community to promote and implement the programme.
16. The official signing of Council's commitment to be a welcoming community has been rescheduled due to Covid-19 alert level increases. Council will be notified of the new date once it is confirmed.

### **Discussion - *Matapaki***

17. Hamilton City Council was accepted into the national Welcoming Communities Programme in March 2021 alongside 14 other communities.
18. Thriving regions and inclusive communities are the aims behind Welcoming Communities. The programme supports councils and communities to foster a welcoming environment for newcomers (recent migrants, former refugees and international students) and residents. Immigration NZ provides accreditation, information, networking, programme evaluation, resources and guidance to support councils to create places where everyone can belong.



19. Underpinning this programme is the awareness that when newcomers feel welcome our communities are likely to enjoy better social connections and stronger economic growth. The movement provides the opportunity for a cultural shift towards increased awareness and cultural connection, as it mobilises and involves residents in leading and partnering in welcoming activities.
20. Councils joining the programme commit to participating in partnership with Mana Whenua and the wider community to develop and implement a local Welcoming Communities Plan. The eight elements have an overarching outcome, with a total of 30 sub-outcomes that will form the basis of a local Welcoming Communities Plan.
21. Covid-19 restrictions have had an impact on the development of the Welcoming Plan.
22. The 2022 Welcoming Plan sets a benchmark for the work that is currently occurring to achieve these outcomes and immediate actions that could be undertaken in our first version of Hamilton's Welcoming Plan.
23. The 2022 Welcoming Plan identifies 77 actions to be progressed across the 30 sub-outcomes.
24. Regular reporting on the Welcoming Plan will be presented to the Community Committee.

#### **Financial Considerations - *Whaiwhakaaro Puutea***

25. Supporting capacity building of our ethnic community is a regular operating activity of the Community and Social Development Team and is funded through the Long-Term Plan.
26. The total 2021-22 budget for the Community and Social Development team, excluding grants and overhead costs is \$1,375,000.
27. Council has received \$110,000 from Immigration New Zealand, with another \$50,000 to be received in 2022/23 to support the development and implementation of the Welcoming Communities Plan. Staff are not looking to require additional funding for actions to be achieved.
28. The Welcoming Communities Advisory Panel is developing a plan for investment to help achieve on the outcomes and actions within the Welcoming Plan.

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

29. Staff confirm that actions outlined in the 2022 Welcoming Plan complies with the Council's legal and policy requirements.

#### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

30. 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').
31. 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.
32. The recommendations set out in this report are consistent with that purpose.
33. The Welcoming Communities Standard provides Council and communities with a benchmark for what a successful welcoming community looks like and aligns with the wellbeing purpose of Local Government.

#### **Social**

34. The outcome of Equitable Access through opportunities to access services and activities and to participate in the community are available to all, including newcomers.

35. Welcoming Communities ensure people of all cultures and backgrounds feel included, listened to and well informed through a range of ways that consider their different communication needs.
36. The outcome of Connected and Inclusive Communities are places where people feel safe in their identity and that they relate to and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.

### **Economic**

37. Economic Development, business and employment opportunities are a key marker of a welcoming community. Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.

### **Environmental**

38. Newcomers and receiving communities feel welcome in and comfortable using public spaces.

### **Cultural**

39. Inclusive Leadership involves the Council, Tangata Whenua and other community leaders working together to create, advocate for and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.
40. Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.
41. There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures.

### **Risks - *Tuuraru***

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

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

#### **Significance**

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

#### **Engagement**

44. Community views and preferences are already known to the Council through the partnership approach undertaken by the Community and Social Development team to further this Plan.
45. A public expression of interest process was run in June 2021 to establish an advisory panel to provide direction in the developing of a Welcoming Plan for Hamilton.
46. The advisory panel has been established with the following membership:
  - i. Councillor Kesh Naidoo-Rauf
  - ii. Councillor Mark Donovan
  - iii. Milton Ngaruhe

- iv. Eric Pene
  - v. Jawaid Miandad
  - vi. Richard Lawrence
  - vii. Mayssaa Sheik Al Ard
  - viii. Vanisri Mills
  - ix. Jenny Nand
  - x. Deon de Klerk
  - xi. Jannat Maqbool
47. The Advisory Panel is supported by Council's Ethnic Development Advisor, Jovi Abellanosa.
48. It is anticipated that this plan will continue to grow and develop as it is promoted throughout the wider community. Ongoing community feedback and partnership will be incorporated in future versions of the Welcoming Plan.
49. Given the low level of significance determined, the engagement level is low. No engagement is required.

### **Attachments - *Ngaa taapirihanga***

Attachment 1 - Welcoming Plan - February 2022





# 2022 Welcoming Plan

## WELCOMING COMMUNITIES - HAMILTON TE WAHAROA KI NGAA HAPORI - KIRIKIROA

*This is Hamilton City Council's commitment to lead collaborative efforts to develop a Welcoming Plan. This plan will follow the Welcoming Communities Standard and ensure our city is more open and accepting, building on existing efforts to embrace cultural diversity and inclusion.*

Welcoming Communities is an initiative of Immigration New Zealand (INZ) in collaboration with the Ministry for Ethnic Communities, Department of Internal Affairs, and the Human Rights Commission. The initiative aims to help newcomers – including recent migrants, former refugees, international students, and anyone new to the city – feel more supported and included.

In 2017 the programme was rolled out across five Councils in Aotearoa. In September 2020 INZ opened and welcomed Expressions of Interest (EOI) from other councils. In that same year, with endorsement from *Te Ngaawhaa Whakaturu Ake* and Council, Hamilton Kirikiriroa submitted an EOI. In 2021, Council's application was accepted.

Kirikiriroa is already incredibly diverse, with Hamiltonians representing more than 160 ethnicities, and a long history of people moving here from other countries. Latest statistics tell us that more than 27% of the city's population were born overseas.

Moving town or country can be challenging, and a comprehensive plan will help us to make Kirikiriroa a more welcoming place to be. Our goal is to ensure that Kirikiriroa feels like home for anyone who chooses to live here. The wellbeing of the community is at the heart of everything Council does, and that includes the wellbeing of people who are new to the city.

Hamilton Kirikiriroa has already set up an Advisory Group, done a stocktake on current activity and consulted and worked with partners and stakeholders to develop this Welcoming Plan. This plan will continue to grow and develop, so if your organisation would like to contribute, contact Jovi Abellanosa, Ethnic Development Advisor and Coordinator of the programme on [jovi.abellanosa@hcc.govt.nz](mailto:jovi.abellanosa@hcc.govt.nz).

## WORD FROM THE MAYOR

I am intensely proud that our city is officially part of the New Zealand Welcoming Communities programme.

It signals that Hamilton City Council is actively working to promote inclusion and diversity. It encourages us to continue our efforts to welcome, on behalf of our city, new residents from around the globe.

This programme now involves 13 councils across nine regions and I am sure that many other councils will be looking to get involved. It actively works to ensure that New Zealand overall builds strong networks with different ethnic communities. We can play our part by providing new migrants with tools and resources which will enable them to thrive and to quickly become wider contributors to our neighbourhoods and our city.

In Hamilton, we also take pride in our ongoing efforts to support ethnic community events of all shapes and sizes.

Being part of this programme will enable our city to draw on and utilise the resources that being part of a wider, national programme offers. It is exciting that this programme is connected to others internationally, meaning we are contributing to a global effort.

That is good for our people and good for our city and will help create a space where everyone can thrive.

We are already a diverse city, home to many different cultures. But I would love for Hamilton to be considered the most culturally rich city in New Zealand. So I warmly support our involvement in this programme and look forward to us realising the benefits it will provide to all of us.

*Paula Southgate*  
MAYOR OF HAMILTON



## TE WAHAROA KI NGAA HAAPORI - KIRIKIROA

*Ka koorihi ngaa manu tangi o te ata i te puaaotanga o te raa.*

*Kia mihi atu ki te Matua-nui-i-te-rangi, te kaihanganga o te rangi me te whenua*

*Kia tau hoki aana manaakitanga ki runga i a Kiingi Tuheitia.*

*Ki ngaa mate huri noa, haere atu koutou, haere, haere, haere,*

*Moe mai i roto i te Ariki*

*Ki a koutou ngaa mana, ngaa reo, ngaa maataa waka*

*Teenaa koutou, teenaa koutou, teenaa koutou katoa.*

*Nau mai haere mai, haere mai ki Te Waharoa ki ngaa haapori o Kirikiriroa.*

*The birds start singing when the new day starts,*

*We acknowledge the creator of the heavens above and the earth below,*

*That his blessing also be bestowed upon King Tūheitia,*

*To all those passed on beyond the veil we farewell you all,*

*To those of us in attendance greetings to you all,*

*Welcome to the gateway of Kirikiriroa.*

## WORD FROM COUNCILLOR KESH

Everyone living in our beautiful city of Hamilton Kirikiriroa should feel like we belong, and should feel pride in our new home! That is the aim of this Welcoming Plan - to create a pathway that includes everyone, promotes our sense of belonging while celebrating our diversity.

Having been born in South Africa, moving to a new country was the most challenging yet exciting time in my life. I understand how newcomers feel and the massive adjustments we encounter in our efforts to fit in.

There is beauty in our difference of thought, heritage and culture. This is what we should be proud to share and celebrate.

As a first term City Councillor, I have spent an incredible amount of time asking questions, listening and learning about our diverse communities. I am proud of the work Hamilton City Council has been involved in to date, and I look forward to working towards achieving our new goals in this Plan. It's been my honour to contribute to Hamilton's first ever "Welcoming Plan".

I encourage you to wander out of your comfort zones; to get involved and contribute to our fast growing communities. Let's create a welcoming city for our children and our children's children, and together let's continue to make Hamilton a home we can all be proud of.

*Kesh Naidoo - Rauf*  
HAMILTON CITY COUNCILLOR







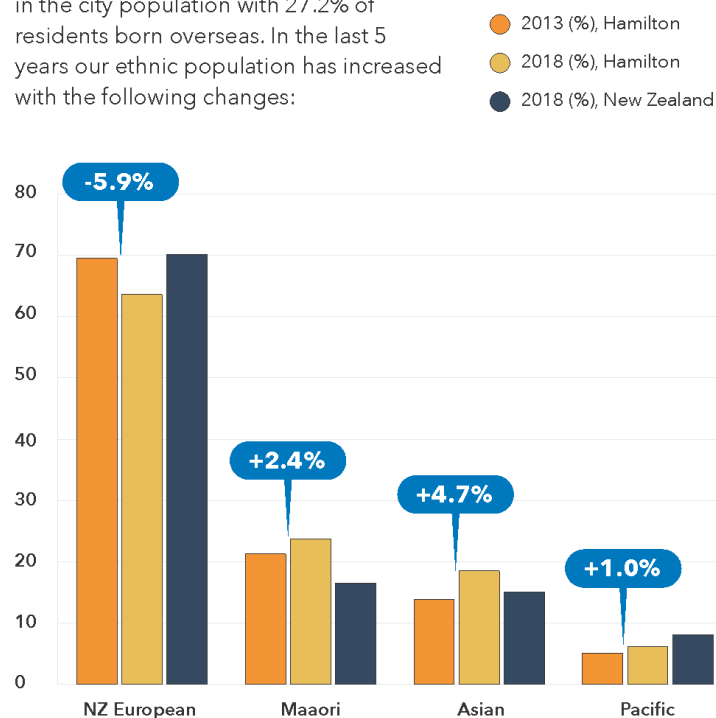
## Our People

Hamilton City Council - 2022 Welcoming Plan 5



# Our People

According to the 2018 Census, Hamilton has over 160 ethnicities represented in the city population with 27.2% of residents born overseas. In the last 5 years our ethnic population has increased with the following changes:



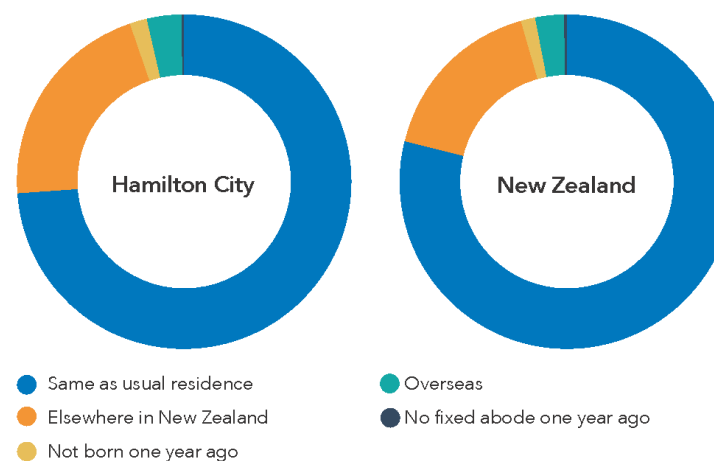
Hamilton's six largest ethnic groups are NZ European, Maaori, Indian, Chinese, Filipino and Samoan.

Based on current trends and projections, New Zealand will continue to become more ethnically diverse as our population grows.

Hamilton is an official Refugee Resettlement Centre and has become home to over 1200 refugees since June 2011. People have come from more than a dozen countries, with the largest numbers over the last ten years from Colombia, Afghanistan and Pakistan.

## USUAL RESIDENCE ONE YEAR AGO

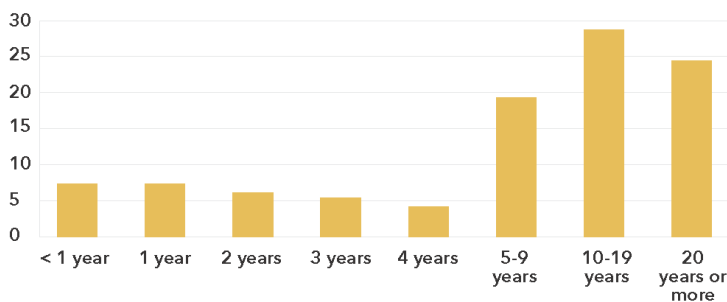
Usual residence one year ago for people in Hamilton City and New Zealand, 2018 census (%)



<https://www.parliament.nz/media/7269/new-zealand-refugee-quota-august-2020.pdf>

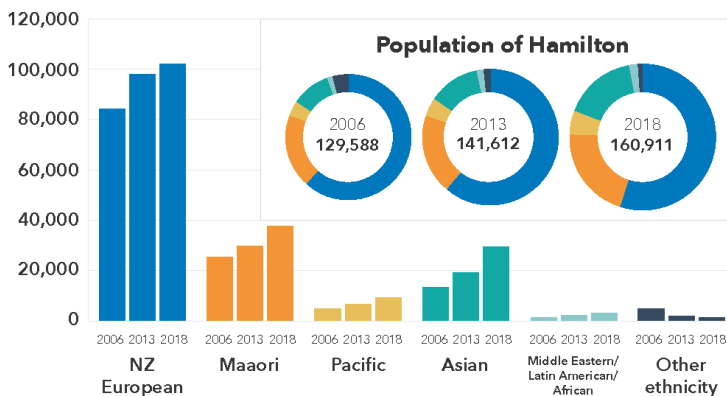
### Years since arrival in New Zealand for people in Hamilton City, 2018 Census

For those of us who were born overseas, the following shows how long we have been in New Zealand.



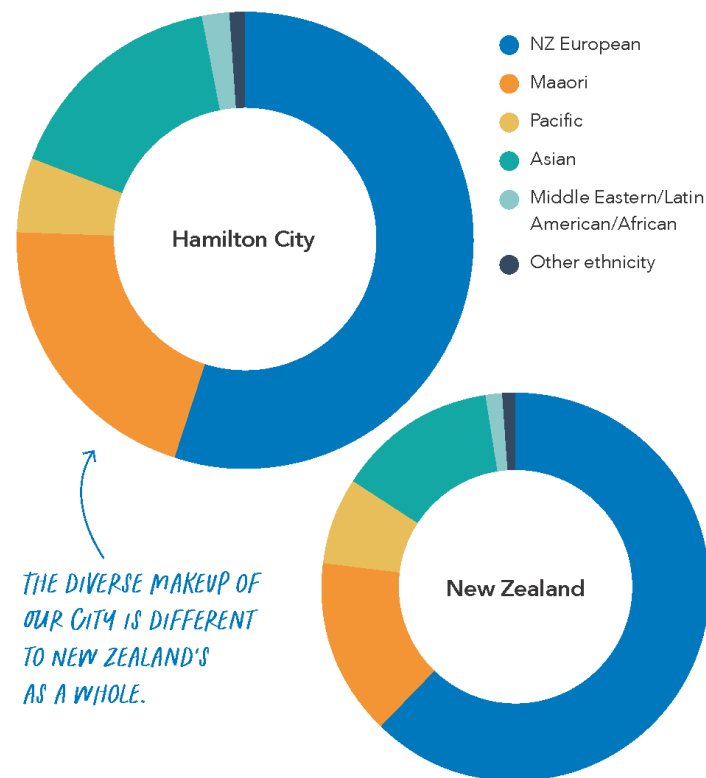
### ETHNIC GROUPS, OVER TIME

Ethnic groups for people in Hamilton City, 2006-18 Censuses



### Ethnic groups for people in Hamilton City and New Zealand, 2018 Census

Not only has the number of us who identify as non-NZ European/ Paakehaa or Maaori increased over the last 15 years, but the percentage of us has also increased.



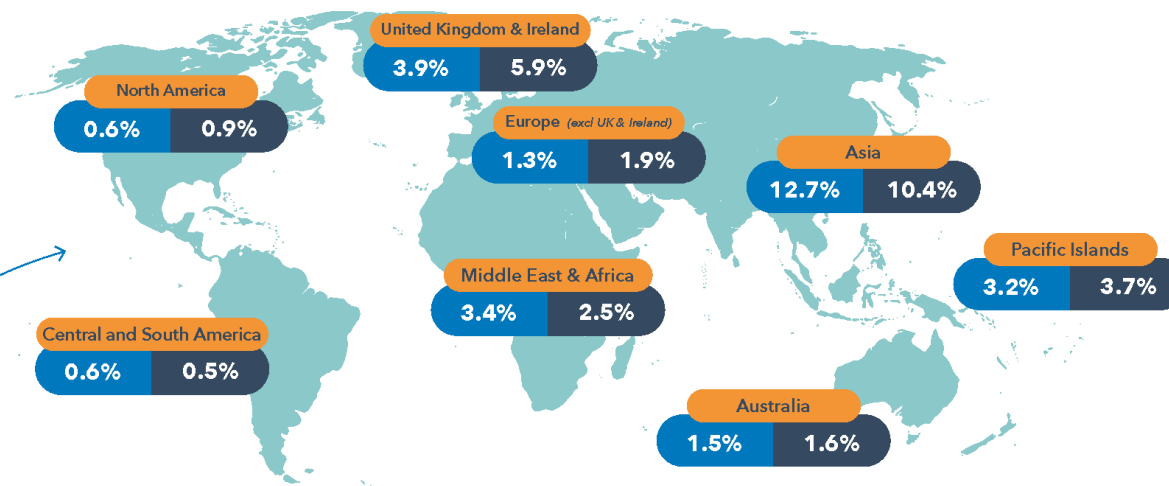
## COUNTRY OF BIRTH

Birthplace for people in Hamilton City and New Zealand, 2018 Census

● Hamilton  
● New Zealand

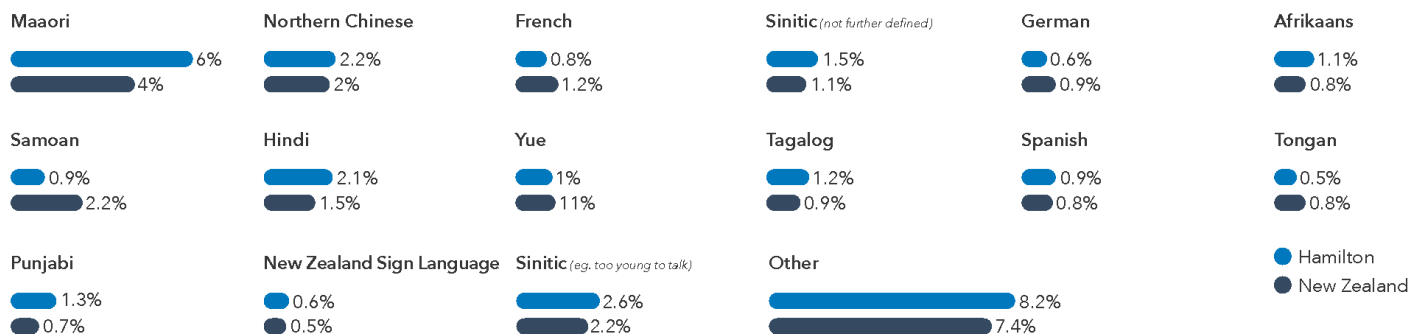
**27.2%**

OF US WERE BORN OVERSEAS IN THESE PLACES.



## COMMONLY SPOKEN LANGUAGES

Languages spoken by people in Hamilton City and New Zealand, 2018 Census



[Place Summaries | Hamilton City | Stats NZ](#)

## Principles that Guide Our Plan

*MANAAKITANGA, WHANAUNGATANGA, RANGATIRATANGA, KAITIAKITANGA, AND WAIRUATANGA.*

*Manakitanga*

the expression of aroha, hospitality, generosity, and mutual respect

*Whanaungatanga*

relationship, kinship, a sense of family connection between people

*Rangatiratanga*

sovereignty, self-determination, the right to exercise supreme authority

*Kaitiakitanga*

guardianship and protection of environment

*Wairuatanga*

the distinctive identity or spirituality of people and places

# The Welcoming Communities Standard

The [Welcoming Communities programme](#) is connected to similar programmes in other countries creating an international network. It supports councils to share knowledge with each other and develop and carry out welcoming plans.

At the heart of the programme is the [Welcoming Communities Standard](#) (the Standard) which provides councils and communities with a benchmark for what a successful welcoming community looks like.

The eight elements of the standard and their outcomes are:



## 1. Inclusive Leadership

Local government, tangata whenua and other community leaders work together to create, advocate for, and continue to foster a welcoming and inclusive community. They lead a shared plan to increase connections between newcomers and existing residents.



## 2. Welcoming Communications

People of all cultures and backgrounds feel included, listened to and well informed through a range of ways that consider their different communication needs.



## 3. Equitable Access

Opportunities to access services and activities and to participate in the community are available to all, including newcomers.



## 4. Connected and Inclusive Communities

People feel safe in their identity, that they are connected with and belong in the community. There are high levels of trust and understanding between members of the receiving community and newcomers.



## 5. Economic Development, Business and Employment

Communities maximise and harness the economic development opportunities that newcomers can offer. Councils work with business associations to promote the contribution that newcomer business owners and skilled migrants make to the region's economy.



## 6. Civic Engagement and Participation

Newcomers feel welcome to fully participate in the community. Newcomers are active in all forms of civic participation.



## 7. Welcoming Public Spaces

Newcomers and receiving communities feel welcome in and comfortable using public spaces.



## 8. Culture and Identity

There is a shared sense of pride in being part of a culturally rich and vibrant community. People feel their culture is respected and valued by other members of the community. There are opportunities to learn about each other's cultures.





## Our Plan

*CITIES CAN BE PLACES OF WELCOME AND INTEGRATION WHEN WE MAKE SPACE FOR ALL. THE CITY OF THE FUTURE IS OURS TO CHOOSE AND BUILD. THERE ARE MANY STEPS - BIG AND SMALL - THAT CAN BE TAKEN TO CREATE CITIES OF INCLUSION.*

The following pages outline the eight Welcoming Communities Outcomes and 30 sub-outcomes, alongside work that is currently occurring to achieve these and potential immediate actions that could be undertaken in our first version of Hamilton's Welcoming Plan.

There are 30 sub-outcomes and currently 77 actions under it.

Hamilton City Council - 2022 Welcoming Plan 11

## In Summary

### OUTCOME 1. Inclusive Leadership



Six sub-outcomes

Ten actions

Page 13

### OUTCOME 2. Welcoming Communications



Four sub-outcomes

Seven actions

Page 16

### OUTCOME 3. Equitable Access



Three sub-outcomes

Nine actions

Page 19

### OUTCOME 4. Connected and Inclusive Communities



Four sub-outcomes

Seventeen actions

Page 22

### OUTCOME 5. Economic Development, Business and Employment



Five sub-outcomes

Four actions

Page 26

### OUTCOME 6. Civic Engagement and Participation



Three sub-outcomes

Four actions

Page 29

### OUTCOME 7. Welcoming Public Spaces



Three sub-outcomes

Seven actions

Page 31

### OUTCOME 8. Culture and Identity



Two sub-outcomes

Six actions

Page 33

Sub-outcomes

What is happening

What we plan to do



## OUTCOME 1.

# Inclusive Leadership

**As the indigenous peoples of Aotearoa New Zealand, Māori - represented by tangata whenua, mana whenua, iwi and hapuu and/or other hapori Māori - have a prominent role in Welcoming Plan activities.**

- |   |   |
|---|---|
| ✓ | Sought endorsement and partnership from Te Ngaawhaa Whakatupu Ake <sup>1</sup> to participate in Welcoming Communities. |
| ✓ | Five hapuu representatives are signatories to the Welcoming Communities Commitment Signing document.                    |
| ✓ | Two of the five Kirikiriroa hapuu represented in the Welcoming Communities Advisory Group.                              |
- 1 The Welcoming Communities Advisory Group will work with hapuu aligning Welcoming Plans with He Pou Manawa Ora (Hamilton City Council's Pillars of Wellbeing Strategy)<sup>2</sup> principles of partnership, participation, protection, and prosperity.
  - 2 The Welcoming Communities Advisory Group will work closely with Māori to develop a plan that reflects the principles of manaakitanga (the expression of aroha, hospitality, generosity, and mutual respect), whanaungatanga



hospitality, generosity, and mutual respect), whanaungatanga (relationship, kinship, a sense of family connection between people), rangatiratanga (sovereignty, self-determination, the right to exercise supreme authority), kaitiakitanga (guardianship and protection of environment), wairuatanga (the distinctive identity or spirituality of people and places).

**Leaders - both designated and unofficial - reflect the diversity in the local community, as does the council workforce.**

|   |   |
|---|---|
| ✓ | Council has voted to establish Maaori wards for the 2022-25 triennium and consultation has occurred.  |
| ✓ | Maangai Maaori sit in Council committees with voting rights.  |
| ✓ | Council has begun developing Diversity and Inclusion Strategy and Policies focussing mainly on designing and implementation of the foundations, support structures e.g., policies and frontline interventions e.g., unconscious bias, Amorangi Maaori, Cultural Awareness.                            |
| ✓ | Council is currently designing and imbedding diversity demographics into the new payroll system and exploring metrics for HCC.  |
| 3 | <p>Council through its People, Wellness and Safety Team will continue working with <a href="#">Diversity Works</a> to develop a Diversity and Inclusion Strategy that will include:</p> <ul style="list-style-type: none"> <li>- Foundations and support structure e.g. policy development</li> </ul> |

- upskilling of decision makers on diversity and inclusion,
- review recruitment, selection and onboarding processes to make it more inclusive.

**Leaders model the principles of inclusiveness, openness, tolerance, respect and acceptance of all cultures in the community.**

|   |   |
|---|---|
| ✓ | Mayor and Councillors support and promote diversity in the city.  |
| ✓ | Council hosted Unconscious bias training for Senior Leadership, People, Safety and Wellness Team and its Diversity and Inclusion champion's group.                          |
| 4 | Council will work to improve the capability and capacity of Council staff to understand and appreciate cultural issues and engage with our Maaori partners. <sup>3</sup>    |
| 5 | Council to work with <a href="#">Inclusive Aotearoa Collective</a> and host workshops for leaders and staff on diversity and belonging.                                     |
| 6 | Council will design an introduction to diversity, inclusion and unconscious bias, cultural awareness and Amorangi Maaori training starting with leaders e-learning modules. |
| 7 | Council will reinstate Interfaith Prayers and offerings led by the Waikato Interfaith Council (WIFCO) at the Regular Council Meetings.                                      |

**There are clear roles, responsibilities and ownership within council and in the wider community for the Welcoming Communities programme.**

- ✓ Ethnic Development Advisor is coordinating the Welcoming Communities Programme.
- ✓ The Welcoming Communities Advisory Group have provided guidance on the development of the plan.
- 8 Council to partner and collaborate with communities and other organisations to develop a successful Welcoming Plan that will outline roles and responsibilities of agreed actions.

**Council's internal and external policies, services, programmes and activities recognise and address cultural diversity.**

- ✓ Council employs an Ethnic Development Advisor to work with and alongside communities and organisations.
- ✓ Council community funding provides for and is accessed by our diverse communities.
- 9 Council to continue to maximise its Maangai Maaori relationships when engaging on key policies, plans and strategies.<sup>4</sup>

**A range of leadership opportunities in the council and the wider community are available to and taken up by newcomers.**

- ✓ Any citizen is eligible to run for local office and the city has voted migrants into Council including the current Mayor and Cr. Kesh Naidoo-Rauf.
- ✓ Council has voted to have Maaori Wards by the next local election in 2022.
- ✓ With research showing a representative voting system increases diversity, Council has agreed to change the voting process from First Past the Post to Single Transferrable Vote for the next 2 elections.
- 10 Council will use Single Transferrable Voting in the 2022 and 2025 Elections.

<sup>1</sup>Te Ngaawhaa Whakatupu Ake includes members of Waikato-Tainui, Te Haa o te Whenua o Kirikiriroa and Te Runanga O Kirikiriroa, who provide expert and knowledgeable cultural advice, foster and promote the relationship between Council and Maaori, and support collaboration with public, private sector, and central government.

<sup>2</sup>He Pou Manawa Ora - Pillars of Wellbeing has been developed with input from local iwi, hapuu, maataa waka (urban Maaori), Council's Maangai Maaori (Maaori representatives), Waikato-Tainui, Te Haa o te Whenua o Kirikiriroa and Te Runanga O Kirikiriroa. The development of the strategy is funded through Council's 2020/21 Annual Plan with future funding for implementing the strategy to be considered as part of Hamilton's Long-Term Plan

<sup>3</sup>He Pou Manawa Ora

<sup>4</sup>He Pou Manawa Ora



16 Hamilton City Council - 2022 Welcoming Plan



## OUTCOME 2.

# Welcoming Communications

The community is well informed about the local benefits of immigration and the Welcoming Communities programme, including success stories.

- ✓ Council acknowledges contributions of migrants and refugees and or people from ethnic and pacific backgrounds with the [Freedom of the City](#) and bi-annual [Civic Awards](#).
  - ✓ Council currently consulting with diverse website users to improve accessibility of the HCC website that is being redeveloped.
  - ✓ A few years ago, Wintec produced [The New Wave, a coffee-table book featuring migrants and refugees settling in Hamilton.](#)
  - ✓ [FreeFM](#) is a community radio that has provided opportunities for ethnic, faith and interest groups to share with their and the wider community.
- 1 Council's Weekly Ethnic Development Alert to be refreshed to include Welcoming Communities branding.

- 2 Council's online newsletter, [Our Hamilton](#) to better reflect our diverse city by regularly featuring cultural celebrations, a successful new migrant or former refugee studying, working or running a business in Hamilton.
- 3 Council to set up a Welcoming Communities landing page or hub with settlement information for newcomers, links to services, information about the city's diverse communities, as well as success stories.

**The council is well informed about newcomers to their region and pro-actively seeks data about newcomers from relevant sources.**

- |   |  |
|---|--|
| ✓ | Council uses census and other data sources to get information about newcomers.   |
| ✓ | Council shares demographic and community information online through <a href="#">Understanding your community</a> .                         |
| ✓ | Council produces <a href="#">Hamilton New Settlers Guide</a> which has information on ethnic and faith groups.                             |
| ✓ | Councils' Ethnic Development Advisor sits in the NZ Red Cross hosted Y1 hub meeting where information on new refugee families is given.    |
| 4 | Council to work closely with Ministry of Ethnic Communities, Immigration New Zealand and StatsNZ for demographic and other community data. |

- 5 Council to continually increase its database of images representing ethnic, cultural, faith and other diversities that can be used to authentically represent Hamilton in communications, promotions and reports.

**The council's engagement with all residents is two-way, culturally appropriate and fit for purpose.**

- |   |   |
|---|---|
| ✓ | Council has a Kaumatua, an Amorangi Maaori and Whakawhanake Hapori who provide cultural advice when working and engaging with Maaori.   |
| ✓ | Hamilton City Council is committed to making sure Maaori are best represented in our decision-making process and have the following in place: <ul style="list-style-type: none"> <li>✓ Waikato-Tainui/Hamilton City Council Co-Governance Forum</li> <li>✓ Te Haa o te Whenua o Kirikiriroa (THaWK)</li> <li>✓ Maangai Maaori</li> <li>✓ Te Ngaawhaa Whakatupu Ake<sup>5</sup></li> </ul> |
| ✓ | Council has a Writing Style Guide which staff refer to so that written documents are consistent, inclusive, straight-forward, and relatable. It puts the community at the heart of our communication, making sure that what we're writing is in plain English and welcoming.  |
| ✓ | Council seeks to engage culturally appropriately with residents whether through initial cultural advice, language translation or interpretation when necessary.   |

✓ Council produces the [Diversity and Engagement Toolkit](#) for organisations and service providers who would like to know more about working with ethnic communities.

6 Council to continue practicing culturally appropriate community engagement practices and regularly seek appropriate cultural advice, use community connectors, translators and interpreters when necessary.

**Council communication materials and messages are inclusive and reflect the diversity of the local community. Council encourages other agencies, business and organisations to follow this model.**

✓ Long Term Plan and other more recent consultations were promoted in other languages.

✓ Some information is translated so they can be accessed by our culturally and linguistically diverse communities.

✓ Council uses interpreters and/or translators as appropriate.

7 Council will continue to partner with organisations to reflect the diversity of the local community in communication materials and messages.

*COUNCIL SEEKS TO ENGAGE IN A CULTURALLY APPROPRIATE WAY WITH RESIDENTS WHETHER THROUGH INITIAL CULTURAL ADVICE, LANGUAGE TRANSLATION OR INTERPRETATION WHEN NECESSARY.*

<sup>5</sup> <https://www.hamilton.govt.nz/our-council/consultation-and-public-notice/haveyoursay/Pages/Maori-wards.aspx>





### OUTCOME 3.

## Equitable Access

**Council partners with local businesses, organisations and sectors to identify and address barriers for newcomers to accessing services and participating in the community.**



Council supports an active settlement sector that works with newcomers to the city:

- Citizen's Advice Bureau
- Community Law - Waikato
- Decypher Interpreting/ Translating
- Diversity Counselling New Zealand
- English Language Partners
- Hamilton Multicultural Services Trust
- Inclusive Aotearoa Collective
- K'aute Pasifika Trust
- Ministry of Education
- Ministry of Business Innovation and Employment
- Ministry of Social Development
- NZ Police
- NZ Red Cross
- Shama Ethnic Women's Centre
- Refugee Orientation Centre
- Waikato District Health Board
- Waikato Ethnic Family Services Trust
- Waikato Intercultural Fund
- Waikato Interfaith Council
- Waikato Multicultural Council
- Waikato Refugee Forum
- more than 80 ethnic and pacific community organisations

- ✓ Council through its Community Advisors work closely with Community Centres and inter-agency groups to capture and address issues.
- ✓ Council through its Community and Social Development team, works with our diverse communities of place, identity and interest to support and empower communities through enduring and effective partnerships.
- 1 Council to formalise the use of interpreters and translators for relevant official communications and transactions.
- 2 Council to work with Pacific providers such as K'aute Pasifika, Waikato Pacific Business Network and others to provide appropriate services to the Pacific community.
- 3 Council to use ethnic media outlets as another avenue to reach community groups.

**Council and other organisations in the community, research, design and deliver services that take account of the different circumstances (for example rural/urban) and cultural backgrounds of all service users, including newcomers.**

- ✓ Council uses community members to promote engagement or information for ethnic community groups.
- ✓ Community Houses supported by Council, work for the wellbeing of the neighbourhoods that they are situated in. They directly and indirectly support people in immediate need and provide valuable social infrastructure across the city for community connectedness to thrive.

- ✓ [HMS Trust](#) runs Open Road, Passport to Drive and other transport programmes to empower community members to be more mobile and independent.
- ✓ With the leadership of Wise Group and Community Waikato, supported by Council and philanthropic organisations, [Here2helpU](#) was established to connect organisations and allow a quick response to the needs of diverse communities during the pandemic.
- ✓ NZ Red Cross has engaged with young people to develop a [Youth Engagement Strategy 2020-2030](#).
- ✓ Wise Group brought together a diverse co-design team to help shape and develop an inclusive health and wellbeing space at Houchens.
- ✓ Waikato University's [National Institute of Demographic and Economic Analysis](#)<sup>6</sup> provides expertise on demography, population, health and migration.
- 4 Through the allocation of the [Multi-Year Community Grant](#) nine Community Houses across the city are being funded collectively by the Council \$380,000 per annum for the next 3-years (2021/22-2023/24).
- 5. Council will continue to work with community centres and groups to 'research around the role that our community facilities play in uplifting the wellbeing of the people who live, work and play in Hamilton'.
- 6. Wise Group will launch 'Tirohanga' - the wellbeing space where everyone is welcome following a co-design process with the community.

**All community members are well informed about the services available in the community. Newcomers are made aware of and are using these services.**

|   |   |
|---|---|
| ✓ | NZ Red Cross received new refugee families and provides orientation sessions for them. They also have Volunteers who work alongside the families during their first few months.                               |
| ✓ | The Settlement Centre Waikato is an important source of information and services for new migrants and other newcomers.  |
| ✓ | K'aute Pasifika Trust is an important health service and community service provider.  |
| ✓ | Council produces the Hamilton New Settlers Guide for newcomers. It is also available online.  |
| ✓ | The Ethnic Development Advisor produces a weekly information and events alert for individuals and organisations. It is used to promote events and activities that are happening as well as other information. |
| ✓ | Council produces an online newsletter 'Our Hamilton' with information about Council and the city.   |
| ✓ | Our libraries and community houses/centres all over the city are also important sources of information.   |
| ✓ | Citizen's Advice Bureau has a long history of providing information and support to residents including newcomers.   |
| ✓ | Ethnic Community organisations also send out or provide information to their community members.   |

7. The above organisations will continue to provide community members with information that is relevant and enables them to participate in services they need.
8. Council to set up a dedicated Welcoming Hamilton landing page in its refreshed website, with information and links to various services for newcomers. This site will also have information in other languages.
9. Council to work with Real Estate agencies to provide relevant information on renting and ensure access to warm and healthy homes.

On the 16th of December, the National Institute of Demographic and Economic Analysis (NIDEA) was renamed Te Ngira: Institute for Population Research.

The name Te Ngira comes from a well-known whakatauaaki by Kingi Pōtatau Te Wherowhero, the first Māori King and has been endorsed by Kingi Tūheitia Potatau Te Wherowhero VII: Kotahi te kohao o te ngira e kuhuna ai te miro mā, te miro pango, te miro whero. There is but one eye of a needle, through which white, black and red cotton are threaded.





#### OUTCOME 4.

## Connected and Inclusive Communities

**Coordinated, comprehensive and appropriate initial welcoming support services are available from Council, other agencies and community organisations.**

- ✓ NZ Red Cross received new refugee families and provides orientation sessions for them. They also have Volunteers who work alongside the families during their first few months.
- ✓ The Settlement Centre Waikato is an important place for newcomers both migrants and refugees where they can access a variety of information and services.
- ✓ K'aute Pasifika Trust is another important place for pacific newcomers where they can access health and other services.
- ✓ Community Houses provide information and services to people in their neighbourhood.
- ✓ NZ Red Cross hosts the Year1 Hub meeting to provide information about the families that are arriving and service providers can prepare.
- ✓ [HMS Trust](#) which manages the Settlement Centre Waikato offers many programmes for new families.

|    |   |
|----|---|
| ✓  | <a href="#">Refugee Orientation Centre Trust</a> runs programmes mainly for former refugees.  |
| ✓  | <a href="#">Shama Ethnic Women's Centre</a> provides services for women and families.   |
| ✓  | The Hamilton New Settlers Guide is distributed through Council, I-Site, the libraries, community centres, schools and other organisations.  |
| 1. | Council in partnership with <i>Tangata Whenua</i> and other organisations hosts the Welcoming (Diversity) Week in September: <ul style="list-style-type: none"> <li>• Powhiri for new migrants and refugees</li> <li>• Intercultural sessions and interactive activities</li> </ul> |
| 2. | Council supports Waikato Refugee Forum, NZ Red Cross and other related organisations in celebrating World Refugee Day in June to acknowledge former refugees who have made Hamilton home.   |

**The receiving community is well equipped and supported to welcome and interact with newcomers.**

|   |  |
|---|--|
| ✓ | Council has the Single-Year, Multi-Year and Community Events Fund that community groups can apply for to run programmes for their members. |
| ✓ | Philanthropic and other funding organisations in Hamilton and the Waikato fund and support settlement and other programmes:                |

|    |  |
|----|--|
| ✓  | Trust Waikato  |
| ✓  | DV Bryant  |
| ✓  | WEL Energy Trust   |
| ✓  | Creative Waikato (Creative Communities Scheme)   |
| ✓  | Len Reynolds Trust   |
| ✓  | Ethnic Communities Development Fund  |
| ✓  | Lottery Grants   |
| ✓  | COGS   |
| ✓  | Community Waikato runs Ethnic Development Workshops for ethnic community groups.   |
| ✓  | The Northeast Community Hub works with Real Estate agencies in the area to provide information and welcome pack for newcomers in the area.   |
| 3. | Council to investigate establishing a fund that will assist receiving communities to host/run welcoming programmes.  |
| 4. | Council works with Ministry of Ethnic Communities to achieve outcomes that align with <a href="#">MEC priorities</a> .   |
| 5. | <a href="#">Earthdiverse</a> supported by Council and other funders continue to run 'diversity education courses and provide programmes designed to mitigate racism and discrimination and aspire to strengthen social cohesion in Hamilton. |
| 6. | Ministry of Ethnic Communities to work with mainstream organisations (to be identified) to develop and learn more about providing culturally appropriate services.   |

**Members of the receiving community and newcomers build relationships and are at ease with connecting and learning about and from each other.**

|   |  |
|---|--|
| ✓ | Waikato Multicultural Council hosts the Cultural Village at the Waikato Show.  |
| ✓ | K'aute Pasifika hosts the annual Nesian Festival which showcases the food, the culture and the services of Pacific communities.  |
| ✓ | Waikato Museum regularly hosts Culture Club where community groups can share their culture.  |
| ✓ | Waikato Interfaith Council promotes understanding among faith groups and hosts an annual Interfaith Service.   |
| ✓ | FIANZ and the Waikato Muslim Association hosts <a href="#">Islam Awareness Week</a> to cultivate connectedness and a sense of community with an Open Mosque Day where anyone can visit the mosque and ask questions. |
| ✓ | The Ahmadiyya Community hosts ' <a href="#">Meet a Muslim</a> ' so people can have better understanding of Islam and the Ahmadiyya community.  |
| ✓ | Glenview Community Centre regularly hosts <a href="#">South Communi-Tea</a> where organisations take turns hosting a meal so people can have conversations and learn from each other.                                |
| ✓ | Some primary and high schools host/run an International Day where various cultures are showcased through food and dances.  |

|     |  |
|-----|--|
| ✓   | Wintec and University of Waikato regularly host International Week.  |
| ✓   | Council with Wintec and University of Waikato collaborated on an International Week Celebration which included a Turangawaewae Marae experience.                                     |
| ✓   | Inclusive Aotearoa Collective has established a national network that believes we can build an inclusive Aotearoa together.  |
| ✓   | Hamilton Library regularly promotes information and hosts cultural celebrations with community groups.   |
| 7.  | Council to work with Te Ngaawhaa Whakatupu Ake and organise opportunities for newcomers to be able to experience a powhiri, visit a Marae and learn more about <i>Te Ao Maaori</i> . |
| 8.  | Hamilton Libraries to continue expanding its world languages and other cultural collections.   |
| 9.  | Hamilton Libraries to continue working with communities and promote cultures and their celebrations.   |
| 10. | Hamilton library to work with community groups and host Human Library events.  |
| 11. | <a href="#">Waikato Intercultural Fund</a> will 'provide leadership, strategic direction and resources towards an intercultural Waikato'.  |
| 12. | Community Centres and neighbourhood organisations to build connections through 'intercultural gatherings' like South Hamilton's <a href="#">CommuniTEA</a> .                         |

13. Inclusive Aotearoa Collective to hold belonging workshops with diverse community groups.

17. Waikato Intercultural Fund and other organisations support the idea of 'Share a meal with my family' so individuals and families can learn from each other.

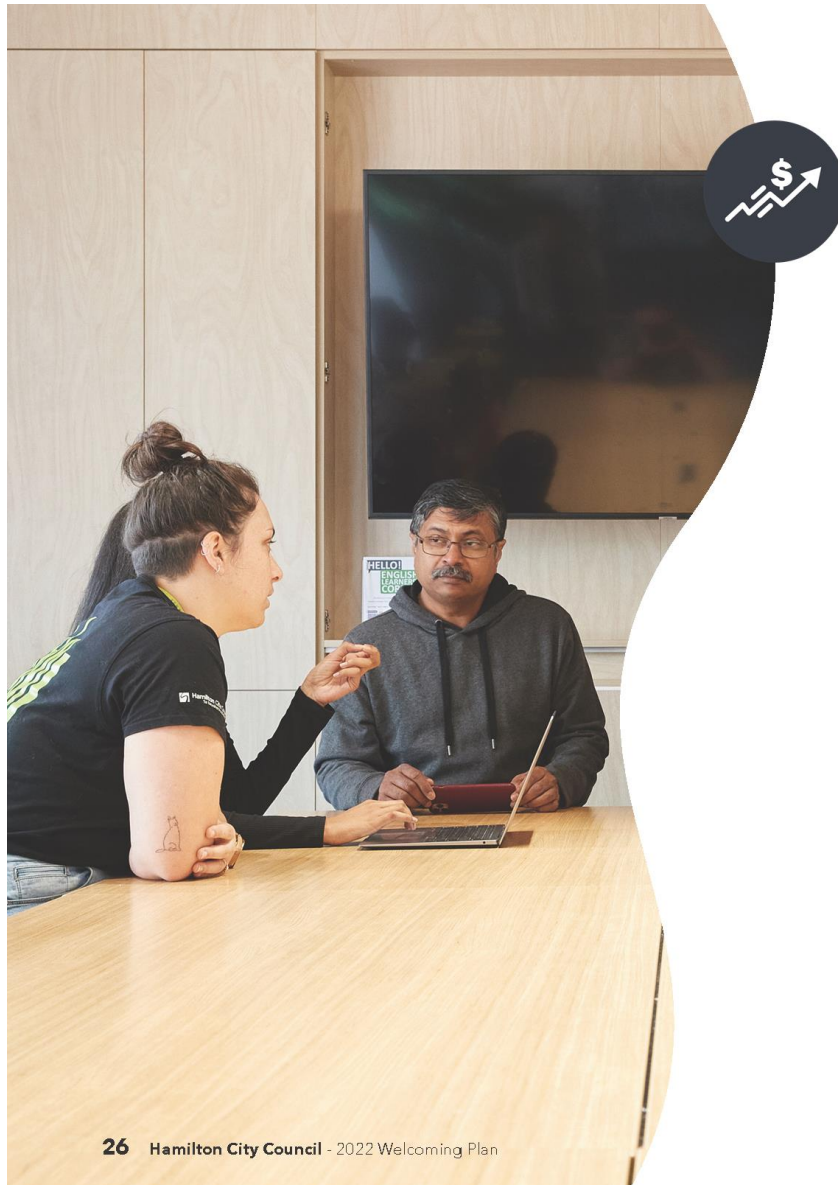
**Different cultures are celebrated, and people are supported to express their cultural beliefs and customs, including language and religious practices.**

|   |  |
|---|--|
| ✓ | Diverse groups are able to organise cultural and religious events i.e. Lunar New Year celebrations, Diwali, Ramadan, eid, Christmas and many more.   |
| ✓ | Council and other philanthropic organisations provide funding for community groups to celebrate their culture.   |
| ✓ | There are community organisations running language programmes: Waikato Korean School, Sri Lanka Friendship Society, Grupo Hispano Latino, Waikato Japanese Community Trust, Earth Diverse, Waikato Arab Society etc. |

14. The Waikato Multicultural Council and other community organisations work together to highlight and celebrate Hamilton's diversity.
15. Hamilton Libraries and Waikato Museum to work with communities and collect stories from our ethnic and pacific communities.
16. [Indigo festival](#) continues to partner with [Hamilton Garden Arts Festival](#) to highlight the Diversity in the Waikato and to add an ethnic cultural dimension to the show.

*SHARE A MEAL WITH MY FAMILY, SO WE CAN  
LEARN FROM EACH OTHER.*





26 Hamilton City Council - 2022 Welcoming Plan

## OUTCOME 5.

# Economic Development, Business and Employment

**Newcomers, including international students, are supported to access local employment information, services and networks.**

- ✓ NZ Red Cross has Pathways to Employment Programme which assists refugees to work.
- ✓ HMS Trust runs Migrant Employment Solutions to assist international students and new migrants to work.
- ✓ K'aute Pasifika has an employment navigator who assists individuals with employment.
- ✓ Refugee Youth Employment and Young Worker's Resource Centre support young people into employment
- ✓ The welcoming Waikato community helps students from New Zealand and around the world feel right at home so they can make the most of world-class educational and recreational opportunities.<sup>7</sup>
- ✓ [Waikato NxtStep](#) is a free job-matching platform where businesses can list vacancies, and job seekers can register their skills and apply for jobs.

1. NZ Red Cross will continue to deliver Pathways to Employment Programme which assists refugees to work.
2. HMS Trust will continue to run Migrant Employment Solutions to assist international students and new migrants to work.
3. K'aute Pasifika will continue to have an employment navigator who assists individuals with employment.
4. Refugee Youth Employment and Young Worker's Resource Centre will continue to support young people into employment.
5. Council along with sector and community organisations will support businesses by providing settlement information packs for their new staff.
6. Council supports and promotes On the Job Training/ Graduate Internship at relevant Council units for International Students.
7. Council works with Red Cross' Pathways to Employment and commits to providing employment opportunities for skilled former refugees.

**Newcomers, including international students, are supported with local knowledge and skills to ensure they can operate successfully in the New Zealand work environment, either as a business owner or an employee.**

- ✓ HMS Trust hosts workshops through its Migrant Employment Service.

- ✓ Red Cross supports former refugees learn and start a business and showcase them through the [WEAVE market](#).
- ✓ HMS Trust with funding from Ministry of Ethnic Communities, builds the ethnic women leaders through [Flourish, the Ethnic Women's Leadership Programme](#).
- 8. Council works with MBIE and business organisations to hire and work with newcomers.
- 9. Hamilton Central Business Association (HCBA) with Council, Red Cross and SODA, support a '[Kitchen Project](#)' type initiative to encourage and support diverse start up food business ideas.
- 10. MBIE Information and Education team to provide support for Council and local businesses.
- 11. Council with HCBA and other organisations to support Red Cross' annual Weave Market and provide opportunities for small businesses to share their products.

**The receiving community recognises the value of diversity in the workplace, of newcomers' contribution to the region's growth and of the resulting wider economic benefits.**

- 12. Council to work with Chamber of Commerce, HCBA and other migrant business organisations to highlight and model business diversity in Hamilton.
- 13. Waikato Pacific Business Network to 'build more sustainable and profitable pacific owned businesses; whilst developing pacific professionals in the region'.

14. HCBA, Waikato Chamber of Commerce supported by Council recognises the value provided by migrant owned businesses or business that value what migrants/newcomers bring to their business through a 'Business Diversity Award'.

### Local employers and workforces develop their intercultural competency.

- |   |   |
|---|---|
| ✓ | Council ran Diversity and Intercultural Communication workshops for staff.    |
| ✓ | Council currently running Unconscious Bias training for leadership and staff. |
15. Waikato Pacific Business Network to provide advice to Council on Pacific, economic and social development.

### Mutually beneficial connections and initiatives are set up with migrant business people by the local business community and professional networks.

16. The Web Access Waikato Trust will work to 'enable equitable opportunities for tech education to employment pathways across an inclusive spectrum of learners, creating a pipeline of locally grown-work ready talent'.
17. Waikato Pacific Business Network to support supports development of pacific businesses.

*HCBA, WAIKATO CHAMBER OF COMMERCE SUPPORTED BY COUNCIL RECOGNISES THE VALUE PROVIDED BY MIGRANT OWNED BUSINESSES OR BUSINESS THAT VALUE WHAT MIGRANTS/ NEWCOMERS BRING TO THEIR BUSINESS THROUGH A 'BUSINESS DIVERSITY AWARD'.*

<sup>7</sup> <https://www.waikato.com/about-us/about-te-waka>



## OUTCOME 6.

# Civic Engagement and Participation

**The council's elected members and staff effectively communicate with newcomers to promote their engagement in local government processes.**

- ✓ The Mayor and Councillors have been proactively promoting civic engagement.
  - ✓ Council has a Civic Engagement Advisor whose role it is to work with various groups to increase participation and engagement of residents in the local election and in the more recent consultations with the community such as the Long Term Plan, Maaori Wards, He Pou Manawa Ora etc: schools, young people and other groups.
  - ✓ Council's Strategy and Communications team have been working more closely with the community development team to increase engagement.
1. Council to host 'Council Open Days' so newcomers can learn more about how Council operates.
  2. Council to work with Ministry of Education and encourage civic education in Hamilton schools.



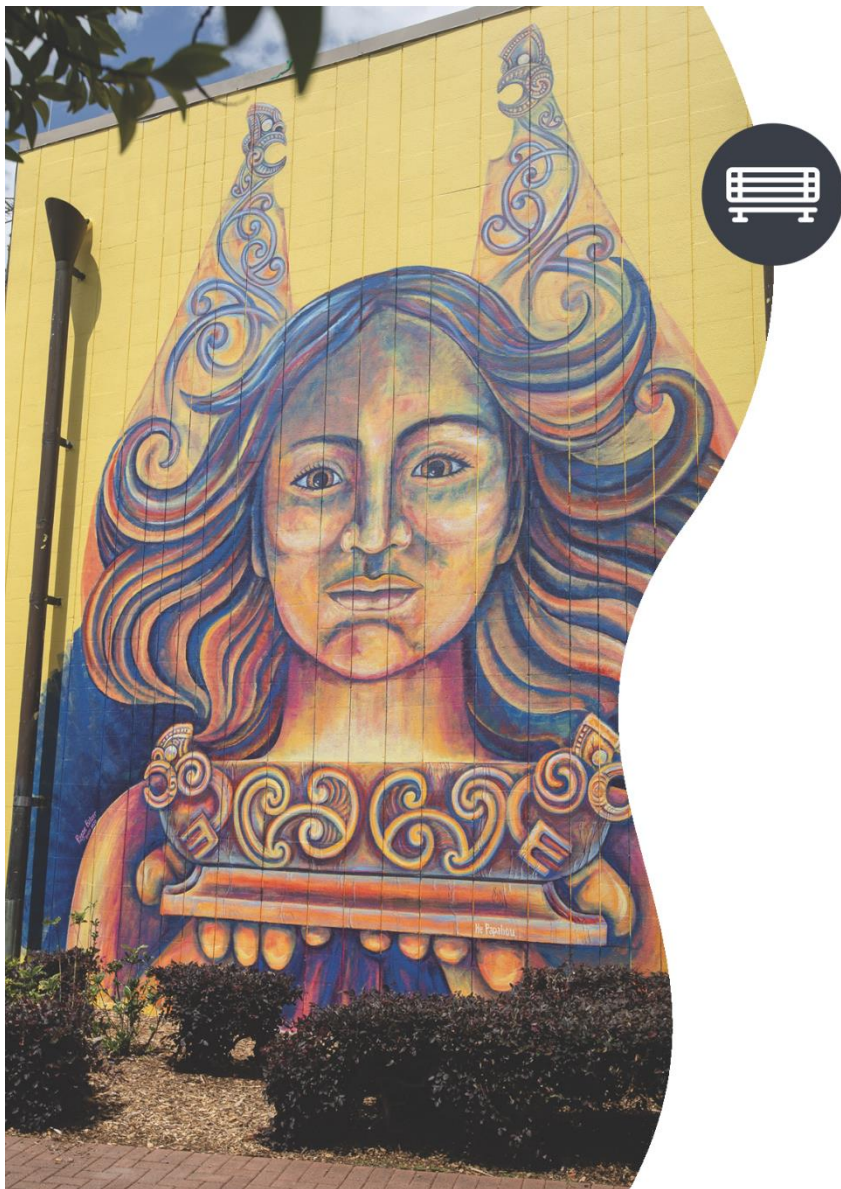
### Newcomers are encouraged and enabled to get involved in local government and civil society.

|    |   |
|----|---|
| ✓  | Council started working with schools to encourage students to engage with Council and its processes.                      |
| ✓  | Volunteering Waikato connects individuals and organisations and provides opportunities for volunteering.                  |
| ✓  | Council is lobbying government to <a href="#">introduce civic education in schools</a> .                                  |
| 3. | Council to continue to provide volunteer and other opportunities for newcomers to be part of civic and other city events. |
| 4. | Council to work with communities to encourage and promote participation in local body elections.                          |

### Newcomers' efforts and achievements in civic participation and community life are acknowledged and celebrated.

|   |   |
|---|---|
| ✓ | Council awards community members and their participation and achievements in the community through the Civic Awards.  |
| ✓ | Council also ran a 30 under 30 award a few years ago.   |
| ✓ | Volunteering Waikato annually acknowledges the work of volunteers in various parts of city and the wider Waikato with various individual and group volunteering awards. |

*COUNCIL HAS A CIVIC ENGAGEMENT ADVISOR WHOSE ROLE IT IS TO WORK WITH VARIOUS GROUPS TO INCREASE PARTICIPATION AND ENGAGEMENT OF RESIDENTS IN THE LOCAL ELECTION AND IN THE MORE RECENT CONSULTATIONS WITH THE COMMUNITY SUCH AS THE LONG TERM PLAN, MAAORI WARDS, HE POU MANAWA ORA ETC: SCHOOLS, YOUNG PEOPLE AND OTHER GROUPS.*



## OUTCOME 7.

# Welcoming Public Spaces

**The design and operation of public spaces and facilities are culturally appropriate and reflect the diversity of the community.**

- ✓ Hamilton Gardens is an internationally awarded garden with historically important garden styles from different civilizations and reaches of the world, making it a beautiful and familiar place to visit.
- 1. Council to host 'Council Open Days' so newcomers can learn more about how Council operates.
- 2. Wise Group will develop Houchens Centre into Tirohanga, an inclusive health and wellbeing space.
- 3. K'aute Pasifika has broken ground for a fit for purpose [Pan Pacific Hub](#).
- 4. Council will lead the [Rototuna Village](#) development. The design has incorporated feedback from the diverse communities and the Northeast Community Hub in the area with the Library and Community hub designed to be: Welcoming, friendly, comfortable, with Multicultural considerations in visual design elements and using Universal design (Accessibility for all ages and abilities especially for people with disabilities and special needs).

### Welcoming public spaces provide opportunities to build trust and relationships between newcomers and members of the receiving community.

- ✓ Our city's destination playgrounds are excellent places for diverse young people and adults who are with them - to build relationships.
- ✓ Community Centres are welcoming spaces that accommodate ethnic groups for their meetings and other events.
- ✓ [Hamilton Libraries](#) are not only reading spaces but also community spaces where people can come together to meet, have classes, learn English, celebrate cultures and many others.
- 5. Council to work with Waikato Regional Council bus services and provide opportunities for communities to access Council facilities.
- 6. Council to support Hamilton Central Business Association in developing Collingwood into a Cultural Street - East by West.

### Public spaces and buildings create a sense of community ownership and inclusion for all, including newcomers.

- ✓ [Boon Street Festival](#) has enhanced the face of Hamilton with its Annual Boon Street Art Festival where stunning murals have been created all over the Central City.

- ✓ What used to be a large grey wall on Anglesea is now home to [biggest mural in the country](#) - The concept incorporates the river, three tui, and a portrait symbolising a pregnant female, with the nine triangles representing her children, the stars from Matariki.
- 7. Council to encourage and support the 5km Hamilton Lake Park Run and University of Waikato Park Run, so they are run by and regularly attract more than 150 people of diverse cultures every Saturday at 8.00am.

*COUNCIL WILL LEAD THE ROTOTUNA VILLAGE DEVELOPMENT. THE DESIGN HAS INCORPORATED FEEDBACK FROM THE DIVERSE COMMUNITIES AND THE NORTHEAST COMMUNITY HUB IN THE AREA WITH THE LIBRARY AND COMMUNITY HUB DESIGNED TO BE: WELCOMING, FRIENDLY, COMFORTABLE, WITH MULTICULTURAL CONSIDERATIONS IN VISUAL DESIGN ELEMENTS AND USING UNIVERSAL DESIGN (ACCESSIBILITY FOR ALL AGES AND ABILITIES ESPECIALLY FOR PEOPLE WITH DISABILITIES AND SPECIAL NEEDS).*





## OUTCOME 8.

# Culture and Identity

**Receiving communities and newcomers share and celebrate their cultures with each other, facilitated by the council and others in the community.**

- ✓ Community groups celebrate their cultural and religious events most of which are supported with some funding from Council:
  - ✓ Multicultural Village
  - ✓ Indigo Festival - Hamilton Garden Arts Festival
  - ✓ Hispanic Spring Festival
  - ✓ World Refugee Day
  - ✓ Diwali
  - ✓ Onam
  - ✓ New Year Celebrations
  - ✓ Moon festivals and many more
- ✓ Ethnic community groups participate in Waitangi Day Celebrations.
- ✓ Relevant community groups support Council when it hosts International Sports Events: FIFA, ICC, Rugby.

|    |  |
|----|--|
| ✓  | <a href="#">Earth Diverse</a> has started running classes where people can learn about other cultures, language and other deep diversities of the earth.   |
| ✓  | Some schools celebrate International Days.   |
| ✓  | Diversity Counselling NZ runs <a href="#">Breathing Space</a> sessions at Fairfield Intermediate.  |
| ✓  | <a href="#">Creative Waikato</a> is the driving force behind the Kotahitanga United Through Creativity exhibition opened at the University of Waikato's Gallagher Academy of Performing Arts Gallery and enhanced by an online gallery, <a href="#">kotahitangagallery.nz</a> , which showcases the artworks alongside short documentary films about the artists and their creations. The initiative aims to engage, inform, and connect with people from across different cultures and communities. |
| 1. | Council to support the development of 'identity spaces' (mosques, temples, gurdwaras and the like) acknowledging the cultural and faith diversity in Hamilton.   |
| 2. | Council to continue working with faith groups to accommodate cultural/faith death and burial practices at Hamilton Cemeteries.   |
| 3. | HMS Trust will partner with Creative Waikato and co-create with ethnic communities' art panels that will represent the ethnic diversity in Hamilton. This will be installed in the new SCW building.   |
| 4. | EarthDiverse to provide language training on a wide variety of under-taught languages spoken in Aotearoa New Zealand, and to better promote heritage language acquisition amongst children of migrants who are often at risk of losing their heritage due to assimilation. <sup>8</sup>  |

### Newcomers and the receiving community understand what values they each hold dear.

|    |  |
|----|--|
| ✓  | <a href="#">Waikato Interfaith Council</a> (WIFCO) work together to increase understanding across faith groups.  |
| ✓  | WIFCO hosts an annual Interfaith Service.  |
| ✓  | The <a href="#">Waikato Muslim Association</a> supported by <a href="#">FIANZ</a> hosts Islam Awareness Week with a Mosque Open Day.   |
| ✓  | EarthDiverse offers professional development training and education on diversity related topics through providing seminars and workshops.  |
| 5. | Waikato Muslim Association in partnership with the University of Waikato supported by Council, will host a Waikato Inclusivity Symposium in 2022. The symposium provides an opportunity to stimulate and strengthen productive collaboration, cultural immersion and engagement to create a dynamic inclusive community. |
| 6. | Hamilton Libraries and Waikato Museum to work with communities and regularly gather/welcome personal stories, songs, arts, in their language or English, that can be shared with the wider local community. It can also serve as a historical record of immigration in Hamilton.   |

<sup>8</sup> EarthDiverse purpose 2



## GLOSSARY

**Council** - Hamilton City Council

**Tangata whenua** - Tangata whenua are the indigenous Maaori people of Aotearoa New Zealand, including iwi (tribes), hapuu (subtribes) and other haponi Maaori (Maaori communities).

**Community** - everyone living and working in our community. It covers newcomer and local individuals and families; the local council; Maaori organisations; the business, cultural and sporting sectors; community and religious organisations; settlement service providers and government and non-government organisations.

**Newcomers** - recent migrants (up to five years in New Zealand), former refugees and international students. However, it will also have positive benefits for New Zealanders who may have recently moved to a region.

**Immigration New Zealand (INZ), Ministry of Business, Innovation and Employment (MBIE)** - INZ is a business group within MBIE. MBIE plays a central role in shaping and delivering a strong New Zealand economy by delivering policy, services, advice and regulation to support business growth. INZ is responsible for border control, issuing visas and managing immigration to New Zealand.

**The New Zealand Welcoming Communities Standard (the Standard)** - The Standard provides councils and communities with a benchmark for what a successful Welcoming Community looks like. The outcomes-based Standard is an important component of the Welcoming Communities programme.

**Welcoming Community** - An accredited council earns the right to promote itself as a Welcoming Community, ie a community that proactively fosters a welcoming and inclusive environment for newcomers and local residents.



# Council Report

Item 8

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Sandra Murray

**Authoriser:** Blair Bowcott

**Position:** Consultant

**Position:** General Manager Growth

**Report Name:** Deliberations report on the review of the Naming of Roads, Open Spaces and Council Facilities Policy

|                      |      |
|----------------------|------|
| <b>Report Status</b> | Open |
|----------------------|------|

## Purpose - *Take*

1. To inform the Community Committee on the review of the Naming of Roads, Open Spaces and Council Facilities Policy.
2. To seek a recommendation from the Community Committee that the Council adopts the proposed Naming of Roads, Open Spaces and Council Facilities Policy.

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

3. That the Community Committee:
  - a) receives this report;
  - b) recommends that the Council adopts the proposed Naming of Roads, Open Spaces and Council Facilities Policy **attachment 2** of the staff report, which reflects the changes outlined in Paragraph 20;
  - c) requests a feasibility assessment for a 'greenprint' or map of appropriate names and areas of significance to be implemented as part of the He Pou Manawa Ora implementation plan and reported back to the Committee with a project scope, timing, and cost; and
  - d) approves staff to partner with mana whenua, developers, and key stakeholders to investigate a consultative naming process to be implemented as part of the He Pou Manawa Ora implementation plan and reported back to the Committee with a project scope, timing, and cost.

## Executive Summary - *Whakaraapopototanga matua*

4. The Naming of Roads, Open Spaces and Council Facilities has been reviewed and a proposed policy was provided for public feedback between 1 - 30 November 2021.
5. The proposed amendments to the policy are:

### Change A:

Amendments to ensure names are decided on consistently and are in accordance with He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021.



*These changes ensure strategic alignment with Council approved strategies and contributes towards the delivery of key objectives and policies and compliance with national standards.*

**Change B:**

The timing of consultation between property developers and mana whenua is proposed to be moved **from** the time-sensitive approval-of-consent period; **to** an earlier period in the development life cycle when there are fewer time pressures e.g., before developers begin the formal consenting and work clearance process. In addition, this change does not preclude developers applying for further stages of subdivision. This change allows the period available for developers and mana whenua to engage to increase from 10 days to 12 weeks, without causing delays to the development.

*These changes were supported by most property developers and mana whenua groups; and recognise that 10 days is not enough time engage internally and seek appropriate approvals on the naming of the road. In selecting an appropriate name(s) mana whenua may need to undertake hui/wananga with marae and haapu as part of the process.*

**Change C:**

On the application form used to apply for a road name to be approved, the number of names that may be suggested for a road is proposed to be increased from two names (existing) to three names.

Under the existing policy, there is no requirement for any names suggested by mana whenua to be included on the application form, although developers are required to consult. Mana whenua raised this as a key concern. The proposed policy requires at least one of the up-to-three names on the application form to be a name proposed by mana whenua.

After the council receives the application form (with up to three names on it) a report is written assessing the names against the criteria in the Policy. This report informs the decision of the Planning Guidance Manager, who confirms the final name (this decision-making process is the same in the existing and the proposed policy).

*These changes ensure mana whenua participation in the naming process is demonstratively valued; ensures the policy is able to meaningfully improve the measure 'percentage of new streets that have te reo Maaori names' and ensures road names reflect the history of Hamilton / Kirikirioa.*

6. Responses to consultation were received from 239 submitters, including 230 submissions to the Have Your Say survey, three hardcopy submissions, and six emails. Of the submissions received, 235 responses were from individuals, and four were from organisations.
7. Of the individuals that responded to the survey, 54% indicated their preference to keep the policy as it is now, 43% supported making changes, and 3% were undecided.
8. The options are set out in the Table below:

|                            |  |
|----------------------------|--|
| Option 1:<br>(Recommended) | Recommend that the Council Adopts the proposed Naming of Roads, Open Spaces and Council Facilities Policy. |
| Option 2:                  | Retain the existing Naming of Roads, Open Spaces and Council Facilities Policy without amendment.          |

9. Staff recommend **option 1** as the proposed policy better meets Councils strategic outcomes including alignment with the outcomes sought by He Pou Manawa Ora and the Joint Management Agreement with Waikato Tainui.

10. The amendments are also supported by the views of a significant number of submitters expressed during public consultation.
11. Two additional directions to staff are proposed:
  - i. a feasibility assessment to create a 'greenprint' or map of appropriate names and areas of significance to be implemented as part of the He Pou Manawa Ora implementation plan and report back to the Committee with a project scope, timing and cost; and
  - ii. partner with mana whenua, developers, and key stakeholders to investigate a consultative naming process to be implemented as part of the He Pou Manawa Ora implementation plan and report back to the Committee with a project scope, timing and cost.
12. Staff note that any 'greenprint' or map (as per (i) above) would not be a replacement for the requirement that developers consult with iwi, as consultation is a requirement under the Resource Management Act 1991.
13. Ngati Waiere, Waikato-Tainui, THaWK and other submitters strongly indicated a preference for increased interaction with developers, allowing trusting relationships to form and the time to communicate the stories and history of each place. Their submissions make it clear that a tick-box website check would not be an acceptable replacement for the meaningful interactions they seek to foster.
14. Staff consider the matters in this report have a medium significance and that the recommendations comply with the Council's legal requirements

### **Background - *Koorero whaimaarama***

15. The Naming of Roads, Open Spaces and Council Facilities Policy (the Policy) has been reviewed as part of the three-yearly review cycle, funded through the Long-Term Plan.
16. The Policy was first adopted in May 2012 and reviewed in 2016.
17. The current policy review commenced in September 2019 and has been 'paused' twice awaiting the development of He Pou Manawa Ora.
18. Elected Members have been consulted during the development of the Policy at a briefing on 6 May 2019, via a Sharepoint process in November/December 2020, and at briefing on 4 August 2020.

### **Discussion - *Matapaki***

#### **Policy Performance**

19. Staff note concerns with the performance of the existing policy:
  - i. The inability to require an applicant provide names that more closely align with the criteria set out in the policy. An applicant may currently choose to put forward a single name which may poorly align with the criteria. While the Planning Guidance Manager may discuss the name with the applicant, they are unable to insist on a 'better' name. Including a requirement for the application to include a name proposed by mana whenua will ensure there are always at least two names available to consider.
  - ii. 10 days is not enough time to identify the correct mana whenua groups, contact the correct individuals and for mana whenua to engage and provide the appropriate approvals (including governance boards) on the naming of the road.
  - iii. Developers engage with mana whenua during a time pressured period, reducing opportunities to develop meaningful relationship or to have broader discussions about

mana whenua aspirations. In addition, the timing means it is too late for mana whenua to input into other naming decisions such as the name of the entire development.

- iv. The existing policy is not able to meaningfully improve the percentage of roads that have a te reo Maaori name; or ensure te reo Maaori names are historically meaningful in the context of where they are located.

### Summary of proposed changes

20. The proposed changes are set out in the Table below:

|  |
|--|
| <p>Change A:</p> <p>Amendments to ensure names are decided on consistently and are in accordance with He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021.</p> <p><i>These changes ensure strategic alignment with Council approved strategies and contributes towards the delivery of key objectives and policies and compliance with national standards.</i></p>   |
| <p>Change B:</p> <p>The timing of consultation between property developers and mana whenua is proposed to be moved from the time-sensitive approval-of-consent period; to an earlier period in the development life cycle when there are fewer time pressures e.g., before developers begin the formal consenting and work clearance process. In addition, this change does not preclude developers applying for further stages of subdivision. This change allows the period available for developers and mana whenua to engage to increase from 10 days to 12 weeks, without causing delays to the development.</p> <p><i>These changes were supported by most property developers and mana whenua groups; and recognise that 10 days is not enough time engage internally and seek appropriate approvals on the naming of the road. In selecting an appropriate name(s) mana whenua may need to undertake hui/wananga with marae and haapu as part of the process.</i></p>  |
| <p>Change C:</p> <p>On the application form used to apply for a road name to be approved, the number of names that may be suggested for a road is proposed to be increased from two names (existing) to three names.</p> <p>Under the existing policy, there is no requirement for any names suggested by mana whenua to be included on the application form, although developers are required to consult. Mana whenua raised this as a key concern. The proposed policy requires at least one of the up-to-three names on the application form to be a name proposed by mana whenua.</p> <p>After the council receives the application form (with up to three names on it) a report is written assessing the names against the criteria in the Policy. This report informs the decision of the Planning Guidance Manager, who confirms the final name (this decision-making process is the same in the existing and the proposed policy).</p> <p><i>These changes ensure mana whenua participation in the naming process is demonstratively valued; ensures the policy is able to meaningfully improve the measure 'percentage of new streets that have te reo Maaori names' and ensures road names reflect the history of Hamilton / Kirikirioa.</i></p> |

### Strategic Alignment

21. Staff have considered whether the existing policy meets Council's strategic objectives, particularly in relation to the Long Term Plan, Hamilton Heritage Plan and He Pou Manawa Ora: Pillars of Wellbeing Strategy.

22. The Long Term Plan, [Our Vision for Hamilton Kirikirioa](#) has a focus on wellbeing and creating a sense of community identity.
23. While 'Our Vision' does not include specific outcomes or monitoring indicators directly related to the naming of roads, open spaces or Council facilities, the overall intent is transferrable to the policy in terms of recognising that names provide people with a sense of belonging and community identity.
24. The [Hamilton Heritage Plan](#) has a goal of "*Promotion: heritage is celebrated, and its importance and value promoted*". This goal is reflected in the policy through the policy criteria.
25. The Hamilton Heritage Plan does not include specific outcomes or monitoring indicators directly related to the naming of roads, open spaces or Council facilities. However, the overall intent – that an appreciation of the past contributes to a sense of identity and belonging for residents and visitors – is transferrable to the policy.
26. [He Pou Manawa Ora: Pillars of Wellbeing Strategy](#) includes:
  - i. a pou (pillar) manawa korero with an outcome of 'Te reo Maaori is seen, heard and celebrated throughout the city'; and
  - ii. a monitoring measure of the "percentage of new streets that have te reo Maaori names".
27. An implementation workplan has been developed for He Pou Manawa Ora, and the optional directions proposed in this report would be included in the implementation workplan.

### **Names – English vs te reo Maaori**

28. Staff have assessed how many roads, open spaces and council facilities are currently named in English vs te reo Maaori as a baseline against the monitoring measure set out in He Pou Manawa Ora; and whether the existing policy has suitable mechanisms to improve this measure.
29. Currently, 10% of roads in Hamilton City are in te reo Maaori, and 90% are in English.
30. The 2016 review of the policy included new provisions to encourage names in te reo Maaori. The percentage te reo Maaori road names has improved from 8.8% in August 2016 to 10% in August 2021.
31. Since the policy change, 52 of the 160 new road names (32.5%) have been in te reo Maaori and 108 new road names have been in English (67.5%).
32. One development, Rotokauri, has been responsible for 19.2% of the new te reo Maaori names since the 2016 policy change (10 roads). This was 6.3% of all names (te reo Maaori + English) since the change in policy.
33. Staff suggest the existing policy has limited ability in the short to medium term to meaningfully improve the measure 'percentage of new streets that have te reo Maaori names' or even to ensure road names reflect the history of Hamilton / Kirikirioa.
34. For named open spaces, 18.5% are named in te reo Maaori; while 7% of buildings and 9% of service buildings have names in te reo Maaori.

### **Stakeholder views**

35. On 12 October 2021 the Community Committee considered proposed amendments to the policy and approved the amended policy for public consultation between the 1st and 30th November 2021.
36. At a meeting of the Hearings and Engagement Committee on 16th February, Elected Members heard from 6 submitters and considered written submissions.

37. In 2019 and 2020 Te Haa o te whenua o Kirikiriroa (THaWK), Waikato-Tainui, the Property Council and Hamilton property developers were contacted to identify concerns and identify potential policy changes.

#### **THaWK**

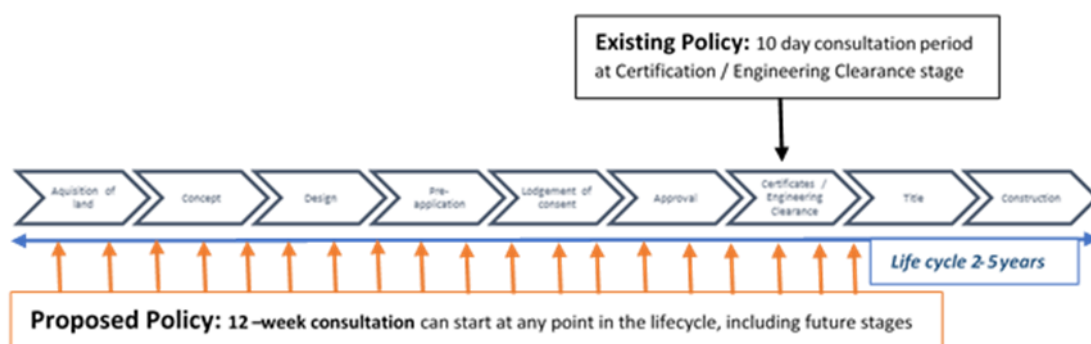
38. THaWK requested an increase in the consultation timeframe from 10 days to 12 weeks; and the requirement that at least one of their preferred names be included on the road naming application form.
39. THaWK supported the proposed amendments to the policy.

#### **Waikato-Tainui**

40. Waikato-Tainui supported the proposed amendments to the policy, including increasing in time available for consultation (increased to 12 weeks from 10 days), and the earlier engagement. They did however raise a concern about the proposed list of names and process for selecting the final name as failing to recognise the cultural importance of the gifting of a name.
41. In addition, Waikato-Tainui questioned whether the policy could go further to have a greater alignment with the intent of the Joint Management Agreement between Waikato-Tainui and Council and indicated an interest in being part of the committee than makes naming decisions. As no such committee exists, the suggestion to form a committee has been considered as part of this report.
42. Such a committee or forum would take time to establish and entail significant change to the road naming process.

#### **Property Council and Property Developers**

43. The Property Council and Hamilton property developers were provided with opportunities to input into the development of the proposed policy.
44. The proposed policy addressed their concerns by moving the consultation period with mana whenua from a late stage in the consenting process (when developers were time-poor) to the very earliest stages in the development life cycle to avoid time pressures.
45. As a full development life cycle usually takes 2-5 years developers can engage with mana whenua at any time from when they first conceived of the development (property purchase) through to when they begin the formal consenting process and work clearance process. In addition, the proposed policy does not preclude developers apply for further stages of the subdivision.
46. The diagram below indicates the current policy requirement (10-day mana whenua consultation at time of consent approval) vs proposed policy requirement (12-week mana whenua engagement at any time up to time of consent approval).



47. The proposed policy amendment is not anticipated to cause delays in the development cycle. In addition, further information on the engagement process will be part of any pre application process.
48. The proposal was presented to five local developers and the Property Council, with a majority indicating support for the change.
49. The earlier time, and longer period, also provide opportunities for developers and iwi to form meaningful and trusting relationships.

### Public Views

50. Public consultation occurred between 1 - 30 November 2021. Submissions can be viewed [online](#).
51. Responses were received from 239 submitters, including 230 submissions to the Have Your Say survey, three hardcopy submissions, and six emails.
52. Of the 235 individual respondents, 197 made comments. Analysis of the responses and comments made by individual respondents indicated that 127 supported keeping the existing policy (54%), 99 supported making changes to the policy (43%) and 9 were undecided or unclear in their support (3%).
53. Public views were also heard at the [Hearings and Engagement Committee](#) meeting 16<sup>th</sup> February 2022.
54. At the Hearings and Engagement Committee meeting submitter Wiremu Puke from Ngati Wairere recommended the policy include provisions to ensure new arterial roads are named after significant ancestors, and referenced a 2003 report, [Nga Tapuwae O Hotumauea](#), that identifies mana whenua groups in Hamilton City and provides historical background. This link has been provided for Elected Members at their request.

### Options

55. Staff have assessed that there are 2 reasonable and viable options for the Community Committee to consider. This assessment reflects the level of significance and the views of stakeholders and the public.
56. The options are set out in the Table below:

| Option | Detail  | Implications   |
|--------|---|--|
| 1      | Adopt the proposed Naming of Roads, Open Spaces and Council Facilities Policy.<br><br>(Recommended) | Adopting the proposed policy will lead to a meaningful improvement in the percentage of new roads that have te reo Maaori names and allow staff to ensure road names reflect the history of Hamilton / Kirikiriroa and the criteria set out in the policy.<br><br>The proposed policy has the additional benefit of fostering relationships between mana whenua and developers and allowing time to communicate the stories and history of each place. |
| 2      | Retain the existing Naming of Roads, Open Spaces and Council Facilities Policy without amendment.   | Retaining the existing policy or pausing the policy review means the council is unlikely to meaningfully deliver on the He Pou Manawa Ora Pillars of Wellbeing measure 'percentage of new streets that have te reo Maaori names'.<br><br>Retaining the policy will continue limit meaningful engagement of mana whenua. It will also fall short of the engagement  |

|  |  |   |
|--|--|---|
|  |  | <p>principles/ expectations of Waikato-Tainui and the outcomes sought by the Joint Management Agreement with HCC.</p> <p>In addition, council will continue to lack adequate policy measures to ensure road names reflect the history of Hamilton / Kirikirioa.</p> |
|--|--|---|

57. Staff recommend **option 1** as the proposed policy better meets Councils strategic outcomes including alignment with the outcomes sought by He Pou Manawa Ora and the Joint Management Agreement with Waikato Tainui. The amendments are also supported by the views of a significant number of submitters expressed during public consultation.

### Greenprint / mapping overlay

58. During the Hearing Committee discussions on 16<sup>th</sup> February 2022 Elected Members indicated an interest in developing a publicly available database or map that provided information on the history or rationale for current names (for roads, open spaces and council facilities) and also provided historical or traditional names from iwi.
59. Such a project would create a public resource to assist in the naming of roads, open spaces or council facilities, based on historical events, people or special features.
60. Similarly, Waikato-Tainui recommended a working group be established including subject experts from mana whenua to create a Naming Framework to determine the parameters of narratives provided for names of roads, open spaces and Council facilities.
61. Elected Members are provided with a proposal for a 'greenprint' or map to provide public information on the history of Hamilton to be implemented as part of the He Pou Manawa Ora implementation plan.
62. Staff note that any such 'greenprint' or map would not be a replacement for the requirement that developers consult with iwi, as consultation is a requirement under the Resource Management Act 1991.
63. Ngati Waiere, Waikato-Tainui, THaWK and other submitters strongly indicated a preference for increased interaction with developers, allowing trusting relationships to form and the time to communicate the stories and history of each place. Their submissions make it clear that a tick-box website check would not be an acceptable replacement for the meaningful interactions they seek to foster.

### Further policy work

64. Elected Members have indicated an interest in additional work being undertaken to further develop the policy. Staff note that policies are reviewed every 3 years and are continually being amended and improved.
65. The current policy review has been underway for nearly 3 years and has twice been 'paused' while further work is carried out. Improvements were last adopted in 2016.
66. There is unlikely to be any significant improvement in the measure: 'percentage of new streets that have te reo Maaori names' until policy changes are adopted, such as those set out in the proposed policy.
67. In effect, any further 'pause' is the same as choosing Option 2: to retain the existing policy.



68. The recommendation to adopt the proposed policy is (in effect) an option to make some improvements to the policy and then continue to do further work, potentially including the proposals mentioned in sections above:
- i. a feasibility assessment to create a 'greenprint' or map of appropriate names and areas of significance, and report back to the Committee with a project scope, timing and cost; and
  - ii. staff to partner with mana whenua, developers, and key stakeholders to investigate a consultative naming process; and report back to the Committee with a project scope and cost.

### Implications

69. Retaining the existing policy or pausing the policy review means the council is unlikely to meaningfully improve the He Pou Manawa Ora Pillars of Wellbeing measure 'percentage of new streets that have te reo Maaori names'.
70. In addition, council will continue to lack adequate policy measures to ensure road names reflect the history of Hamilton / Kirikirioa.
71. Adopting the proposed policy will lead to a meaningful improvement in the percentage of new roads that have te reo Maaori names and allow staff to ensure road names reflect the history of Hamilton / Kirikirioa and the criteria set out in the policy.
72. The proposed policy has the additional benefit of fostering relationships between mana whenua and developers and allowing time to communicate the stories and history of each place.
73. Staff consider the matters in this report have a medium significance and that the recommendations comply with the Council's legal requirements

### Who should name roads?

74. Public consultation and stakeholder engagement raised the question: *who should name Hamilton's roads?*
75. The existing policy affords property developers the most significant role in road naming.
76. The proposed policy continues this role, while increasing the ability of mana whenua to input into the road naming process.
77. Submitters views were largely separated by the issue of *when* roads were named.
78. Submitters who specifically supported property developer's having a primary role in naming roads did so on the basis that the roads were on the developer's private property at the time of naming.
79. Other submitters considered the community and / or mana whenua should have the greater role, as roads would be vested to council, become public roads, and the name would impact the public for the life of the road (potentially hundreds of years).
80. Other councils vary in the extent to which road naming is a property developer role vs a community role. For Auckland Council, road names are decided by Local Boards with mana whenua and community input. While developers can propose names, they have no more of a role than any other submitter to the process.
81. Elected members are provided with a proposal to direct staff partner with mana whenua, developers, and key stakeholders to investigate a consultative naming process; and report back to Elected Members with a project scope, timeframe and cost. It is proposed that this would form part of the He Pou Manawa Ora implementation plan.

### Bi-lingual road names

82. The proposed policy encourages the use of bilingual names for open spaces and council facilities only.
83. Road names are based on the National Standards for road naming (AS/NZS 4819:2011) which must be adhered to when developing proposed road names for consideration.
84. The needs of emergency services have been considered in the development of National Standards, including:
  - i. A name must not be duplicated in Hamilton or in the Waipa or Waikato Districts (to reduce the likelihood of emergency services attending an incorrect address in an emergency).
  - ii. Preferably be short (generally not longer than 12 characters). An exception to this is the use of te reo Maaori names, where longer names may be suitable, balanced with the physical limitations for signs such as strength of bracket attachments, wind loading and risk of being hit by vehicles.
  - iii. Be single words to avoid cartographic problems. For example, a second word may be misinterpreted as a placename associated with a nearby cartographic feature.
  - iv. Not sound similar, or be similar in spelling, to an existing road name (to avoid emergency services attending an incorrect address in an emergency). Currently, emergency services may need to send multiple emergency vehicles to each of similar streets to ensure rapid response.
85. Bi-lingual road names are not recommended at this time as they:
  - i. do not meet the National Standards for road naming (AS/NZS 4819:2011).
  - ii. may create confusion when a person is calling emergency services - particularly if the person has English as a second language or is a tourist.
  - iii. may lead to signs which over-reach physical limitations for signs e.g., become too heavy for brackets, leading to maintenance issues and additional costs; or become a safety risk due to being over-dimension – with potential for people or vehicles to collide with the sign.
86. Staff recommend considering bilingual road names when Standards NZ update the National Standards to support bilingual road name signage. If the change occurs as part of the National Standards council can be assured adverse implications have been addressed and the change has support from FENZ.

### Financial Considerations - *Whaiwhakaaro Puutea*

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

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

88. Staff confirm that all options provided comply with the Council's legal and policy requirements

### Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

#### Social

89. The naming of roads, open spaces and council facilities contributes to individuals' and communities' sense of 'place' in Hamilton. Names provide a sense of local identity and can reflect the history or historical significance of a place, including recognising people associated with an area or events significant to a community locally, nationally or internationally.

### **Economic**

90. No economic considerations have been identified.

### **Environmental**

91. No environmental considerations have been identified.

### **Cultural**

92. The proposed policy recognises the special relationship that Iwi and mana whenua have to Hamilton Kirikiriroa and provides new opportunities for this relationship to be publicly acknowledged.
93. The proposed amendments to the policy demonstrate Council's commitment to cultural wellbeing by ensuring decisions of cultural significance are considered in a careful and measured way.
94. The amendments also provide an opportunity to demonstrate commitment to the recently adopted He Pou Manawa Ora: Pillars of Wellbeing Strategy.
95. The pou (pillar) manawa korero, in He Pou Manawa Ora, includes an outcome of 'Te reo Maaori is seen, heard and celebrated throughout the city' and the monitoring measure of the "percentage of new streets that have te reo Maaori names".
96. The proposals provide new opportunities for Council to measurably improve outcomes in this area.

### **Risks - *Tuuraru***

97. Due to Council's adoption of He Pou Manawa Ora: Pillars of Wellbeing Strategy, which specifically includes a target related to road names, there may be a reputational risk if Council is not seen to be taking steps to address the discrepancy in the number of roads named in te reo Maaori compared to the number of roads named in English.

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

### **Significance**

98. 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**

99. Stakeholder views and preferences are already known to the Council through:
- i. Meetings and communication with Waikato-Tainui, THaWK and property developers.
  - ii. Public consultation between 1 – 30 November 2021.
  - iii. Hearings Committee on 16<sup>th</sup> February 2022.

## **Attachments - *Ngaa taapirihanga***

Attachment 1 - Naming of Roads Open Spaces and Council Facilities Policy (Track Changed version)

Attachment 2 - Naming of Roads Open Spaces and Council Facilities Policy (Clean Version)

|                         |  |
|-------------------------|--|
| First adopted:          | 24 May 2012                                      |
| Revision dates/version: | 4 (12 September 2019)                            |
| Next review date:       | February 2025                                    |
| Engagement required:    | No SCP   |
| Document number:        | TBC  |
| Associated documents:   | He Pou Manawa Ora: Pillars of Wellbeing strategy |
| Sponsor/Group:          | General Manager City Growth                      |

#### Not part of policy: Key to reading annotated policy

|                  |  |
|------------------|--|
| Blue text        | New content  |
| Crossed Out Text | Changed content or deleted content   |
| Orange Text      | Orange text shows a section of content has been moved to another location. |

## Naming of Roads, Open Spaces and Council Facilities Policy

### Purpose and scope

1. The purpose of this policy is to provide a process for naming roads, open spaces and council facilities in Hamilton city.
2. This policy applies to the naming (and renaming) of roads (including private roads and private ways), open spaces and council facilities.

### Definitions

| Definition                         | Detail   |
|------------------------------------|--|
| Applicant                          | An individual or entity which is making an application. This may include council, a consent holder or the party developing the infrastructure including but not limited to a developer.  |
| Area                               | One-kilometre radius from the centre of a road, open space or council facility.  |
| Council                            | Hamilton City Council.   |
| Council facility                   | A council owned facility that is provided for public amenities including artistic, social or cultural facilities. Such facilities may include but are not limited to community halls, civic spaces and centres as well as major sport, recreation and entertainment facilities.  |
| Culturally significant             | Ancestral land, water, waahi tapu, valued flora and fauna, and other taonga significant to Mana Whenua.  |
| Mana Whenua                        | The indigenous people (Maaori) who have historic and territorial rights over the land (including but not limited to Te Haa o te whenua o Kirikiriroa and Waikato-Tainui)   |
| Name                               | The word used to identify a road, open space or council facility. Name excludes the road type (see definition: road types).  |
| Open space                         | Includes all parks and reserves administered by council.   |
| Park                               | Land owned by council with a primary recreation function, not held under the Reserves Act 1977.  |
| Private roads and private ways     | Roads and accessways as defined under section 315(1) of the Local Government Act 1974 and includes right-of-ways, common access lots, retirement village roads. Also included is common property within a Unit Development as defined under section 5 of the Unit Titles Act 2010.   |
| Register of naming recommendations | A list, catalogue, inventory or similar provided by Mana Whenua to an applicant setting out names in te reo Maaori that are appropriate for an area. The purpose is to provide a selection of culturally and historically appropriate names for roads, open spaces or developments which may not yet have been approved for development. |
| Reserve                            | As defined under s 2 of the Reserves Act 1977.   |
| Road                               | Road as defined in section 315 of the Local Government Act 1974 and includes access ways and service lanes as defined in section 315, any square and any public place intended for the use of the public generally.  |

|            |  |
|------------|--|
| Road types | Road types in accordance with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011 (outlined in Schedule 1 below). |
|------------|--|

## Principles

### 3. Council ensures:

- that the city's history, local identity and local culture is recognised and maintained; and
- that decisions contribute to the outcomes of *He Pou Manawa Ora: Pillars of Wellbeing*.

### 4. Council provides a consistent approach to determining appropriate names for roads, open spaces and council facilities.

**Annotation Note: this is Option 2 of the staff recommendations**

## General Procedure

*[Explanatory Note: all applications to name or rename a road or open space must follow this general procedure as well as specific steps set out in the applicable sections of this policy].*

### 5. To name or rename a road or open space, an applicant must make an application to the council by completing the application form for Road and Open Space Naming/Renaming.

*[content moved from later section]*

### 6. An application to name or rename a road or open space must explain and provide evidence that the proposed name(s) reflect one or more of the following:

- The identity of Hamilton and/or local identity.
- The historical significance of the location.
- The cultural significance of the area to *Tangata Whenua Mana Whenua*.
- People important in the history of an area.
- Events, people and places significant to a community or communities locally, nationally or internationally.
- Flora and Fauna significant or important to the history of an area.

### 7. An application to name or rename a public road or open space must also include an assessment of how the proposed names meet outcomes under the four pou (pillars) in *He Pou Manawa Ora: Pillars of Wellbeing* strategy. The relevant outcomes are summarised in the table below:

| Pou                      | Pillar       | Outcomes   |
|--------------------------|--------------|--|
| He pou manawa koorero    | History:     | <ul style="list-style-type: none"> <li>Maaori art and culture is a source of pride for all Hamiltonians.</li> <li>Kiingitanga is respected and celebrated as one of New Zealand's most enduring internationally recognised institutions.</li> <li>Te reo Maaori is seen, heard and celebrated throughout the city.</li> </ul>  |
| He pou toorangapu maaori | Unity:       | <ul style="list-style-type: none"> <li>Increased role of Maatauranga Maaori (Maaori knowledge) to inform infrastructure, community and organisational development.</li> </ul>  |
| He pou manawa taurikura  | Prosperity:  | <ul style="list-style-type: none"> <li>Increased wellbeing of Maaori in Kirikiriroa/Hamilton.</li> <li>Increased Maaori economic and business activity through procurement.</li> <li>Increased employment and career pathways through partnerships and projects we deliver.</li> </ul>   |
| He pou manawa taiao      | Restoration: | <ul style="list-style-type: none"> <li>Native flora and fauna species numbers are increased year on year.</li> <li>Increased application of Maatauranga Maaori (Maaori knowledge) to develop environmental enhancement solutions and mitigations to infrastructure growth challenges.</li> <li>Increased co-management arrangements with iwi and mana whenua to deliver best environmental practices and results.</li> </ul> |

Prior to making an application, applicants are to consult Council staff to provide guidance as to the appropriate Tangata Whenua of an area. Applicants are to provide each Tangata Whenua group with at least 10 working days to identify if the area has cultural significance and provide feedback to the applicant. The purpose of the feedback is to provide non-binding advice to the applicant as to how culturally significant an area is to Tangata Whenua. The applicant must provide evidence that they have given Tangata Whenua an opportunity to provide feedback in accordance with this section.

Section 6 does not apply to private roads.

[section expanded in section 10-15 and flow diagrams added for clarity]

8. Where there is a theme or grouping of names in an area, names submitted should have an appropriate association with other names in the area.

#### Criteria for all road names

9. All road names shall meet the technical requirements set out in Schedule 1.

[criteria for all road names moved to Schedule 1]

### Naming or Renaming Public or Private Roads

Mana Whenua consultation is required for naming or renaming public roads

10. Prior to making an application to name or rename a public road, applicants must consult council staff, who will provide guidance as to the appropriate Mana Whenua group(s) in relation to the relevant area.
11. Applicants must provide an opportunity for each identified Mana Whenua group to:
  - identify if the area has cultural significance, and
  - provide a 'register of naming recommendations' suitable for the geographical area, or specified parts of the geographical area; and
  - offer any related feedback to the applicant.
12. Applicants must provide each identified Mana Whenua group with at least 12 calendar weeks to provide a response to the opportunity set out in section 11. Applicants are encouraged to contact Mana Whenua early in the process.

**Annotation Note: section 11 and 12 constitute Option 4 in the staff recommendations**

13. Applicants may provide council with up to three options for the naming or renaming of a public road, and at least one proposed option must be selected from the register of recommendations made by the appropriate Mana Whenua engaged with in accordance with this policy. A copy of the response provided to the applicant by Mana Whenua must be included in the application, including the full register of recommended names.

**Annotation Note: section 13 constitutes Option 6 in the staff recommendations**

14. The naming and renaming of public roads will reflect council's commitment to the outcomes of *He Pou Manawa Ora: Pillars of Wellbeing* strategy.
15. The determination will be communicated to the applicant and appropriate Mana Whenua of the area by council.

## Naming a new road (public or private)

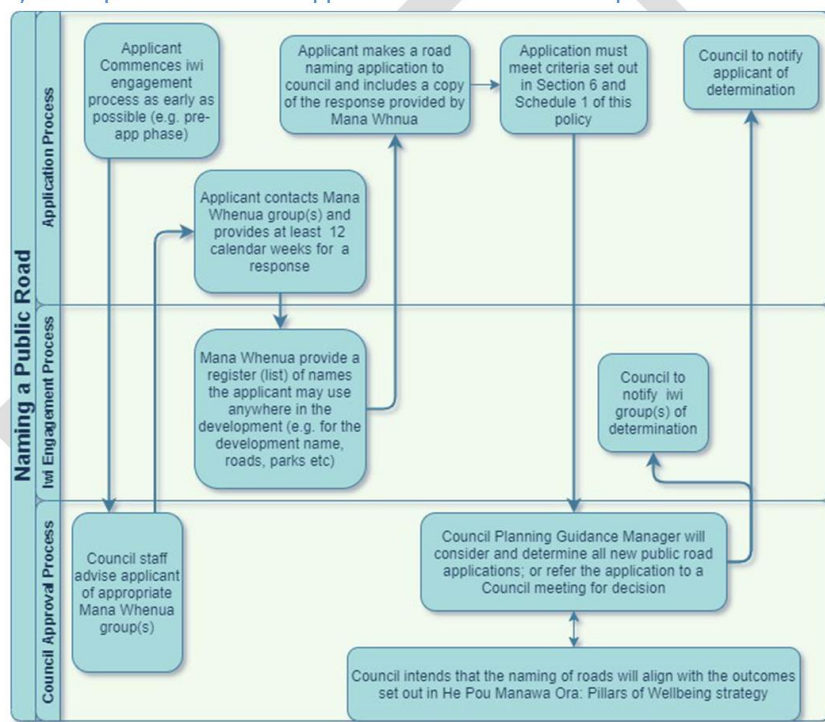
The applicant must make an application to the Planning Guidance Unit by completing the application form for Road and Open Space Naming/Renaming. [content moved to section 5 and amended]

Up to two names can be proposed by the applicant. [content moved to section 13 and amended]

16. Council's Planning Guidance Manager is empowered to consider and determine all new road name applications, in accordance with the principles of this policy.
17. At the Planning Guidance Manager's discretion, applications may be referred to Council a council meeting for determination.
18. Council's Planning Guidance Unit will maintain an archive of the new road names and the reasons for selection of such names.

### Process for naming a new public road

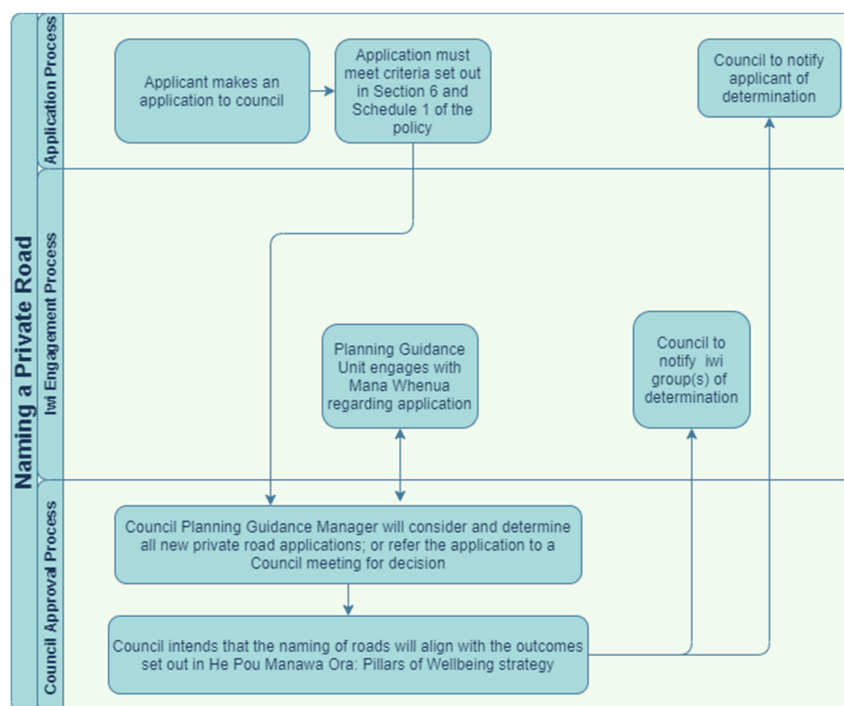
19. The diagram below visually depicts the process for naming a public road as set out in this policy and is provided to assist applicants to understand the process.



### Process for naming a new private road

20. The diagram below visually depicts the process for naming a private road as set out in this policy and is provided to assist applicants to understand the process.





### Renaming a public or private road

[sections in existing policy relating to renaming roads extensively reformatted into the table below, with content largely unchanged]

21. The approval process for renaming a road is set out in the table below.

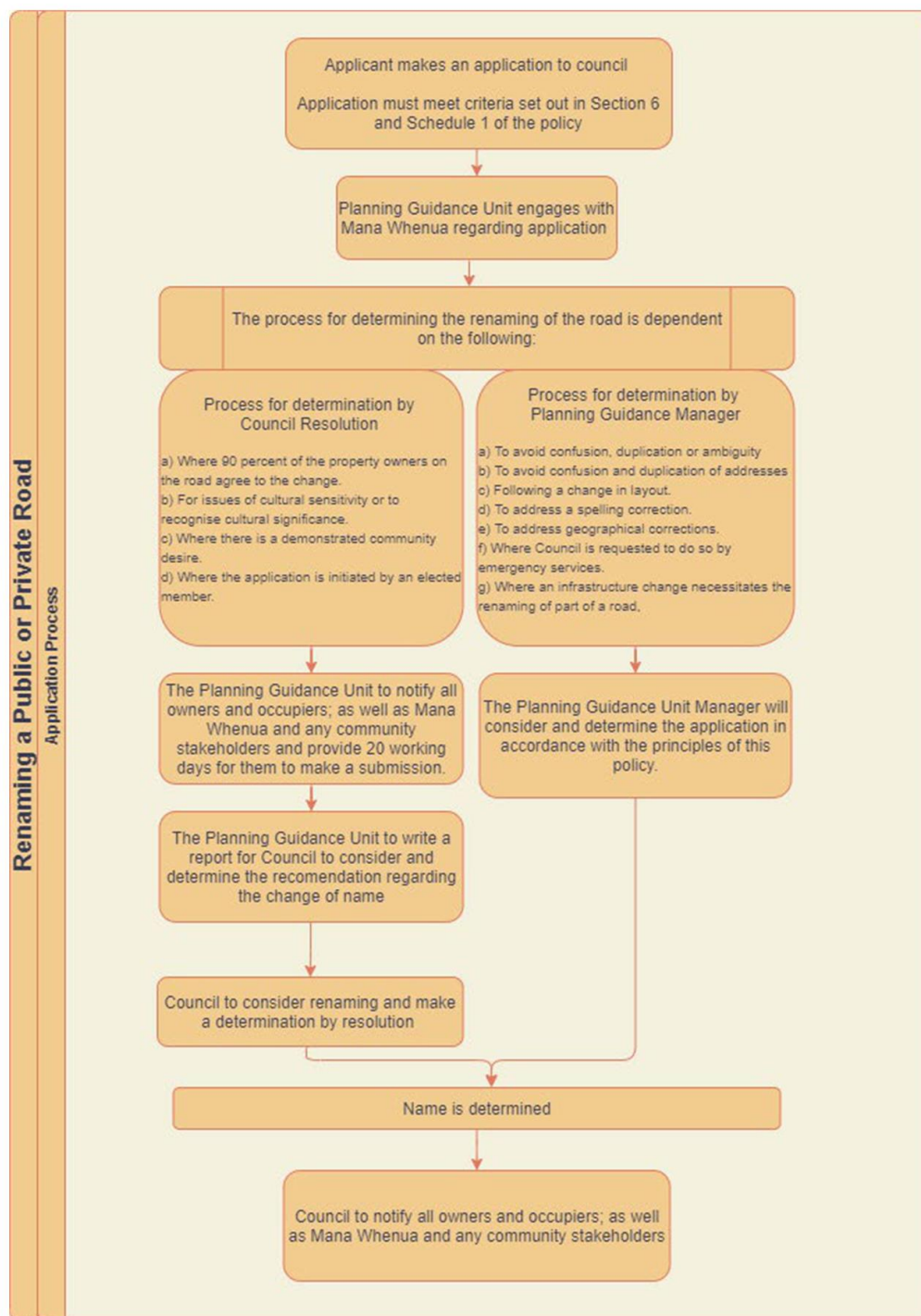
| Approval by: Council Resolution  | Approval by: Planning Guidance Manager   |
|--|--|
| <b>Rationale</b>   | <b>Rationale</b>   |
| a) Where 90 percent of the property owners on the road <del>are in agreement</del> agree to the change.<br>b) For issues of cultural sensitivity <del>or to recognise cultural significance</del> .<br>c) Where there is a demonstrated community desire.<br>d) <del>By an elected member</del> Where the application is initiated by an elected member. | e) To avoid confusion, duplication or ambiguity caused by the existing road name.<br>f) To avoid confusion and duplication of addresses associated with road name.<br>g) Following a change in layout.<br>h) To address a spelling correction.<br>i) To address geographical corrections.<br>j) Where Council is requested to do so by emergency services.<br>k) Where an infrastructure change necessitates the renaming of part of a road, e.g. an existing road is severed by a new road. |
| <b>Process</b>   | <b>Process</b>   |
| <ul style="list-style-type: none"> <li><del>The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.</del></li> <li>The Planning Guidance Unit will notify all owners and occupiers in the road of the</li> </ul>  | <ul style="list-style-type: none"> <li>The Planning Guidance Unit Manager will consider and determine the application in accordance with the principles and requirements in this policy.</li> <li>The Planning Guidance Unit will notify Mana Whenua and all owners and occupiers on the</li> </ul>  |

|   |  |
|---|--|
| <p>proposed change, as well as Mana Whenua and any community stakeholders who may have an interest in the name change.</p> <ul style="list-style-type: none"> <li>• Submissions on the proposed name change can may be made to the Planning Guidance Unit within twenty (20) working days of notification.</li> <li>• The Planning Guidance Unit will prepare a report for the Council meeting outlining the request that outlines: <ul style="list-style-type: none"> <li>i. the request</li> <li>ii. the rationale reason for the change</li> <li>iii. confirmation of Mana Whenua consultation if required</li> <li>iv. the response from Mana Whenua, affected owners/occupiers on the road, and other submitters; and</li> <li>v. a recommendation to Council.</li> </ul> </li> <li>• Council will consider and determine the recommendation regarding the change of name.</li> <li>• The Planning Guidance Unit will notify the applicant, all owners and occupiers in the road, Mana Whenua and all other submitters of the decision and if applicable, the new name.</li> </ul> | <p>road of the decision and, if applicable, the new name.</p> <p><del>a. The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.</del></p> <p><del>b. The Planning Guidance Unit Manager will consider and determine the application.</del></p> <p><del>c. The Planning Guidance Unit will notify all owners and occupiers on the road of the decision and if applicable, the new name.</del></p> |
|---|--|

22. The costs associated with a name change (such as changing street signs) must be met in full by the applicant(s) except where the name change is initiated by Council resolution. These costs do not include the costs to businesses or residents on an affected street to e.g. change business signs or business cards.

#### Process for renaming public or private roads

23. The diagram below visually depicts the process for renaming a public road as set out in this policy and is provided to assist applicants to understand the process.



### Open spaces

Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit by completing the Application Form for Road and Open Space Naming/Renaming.

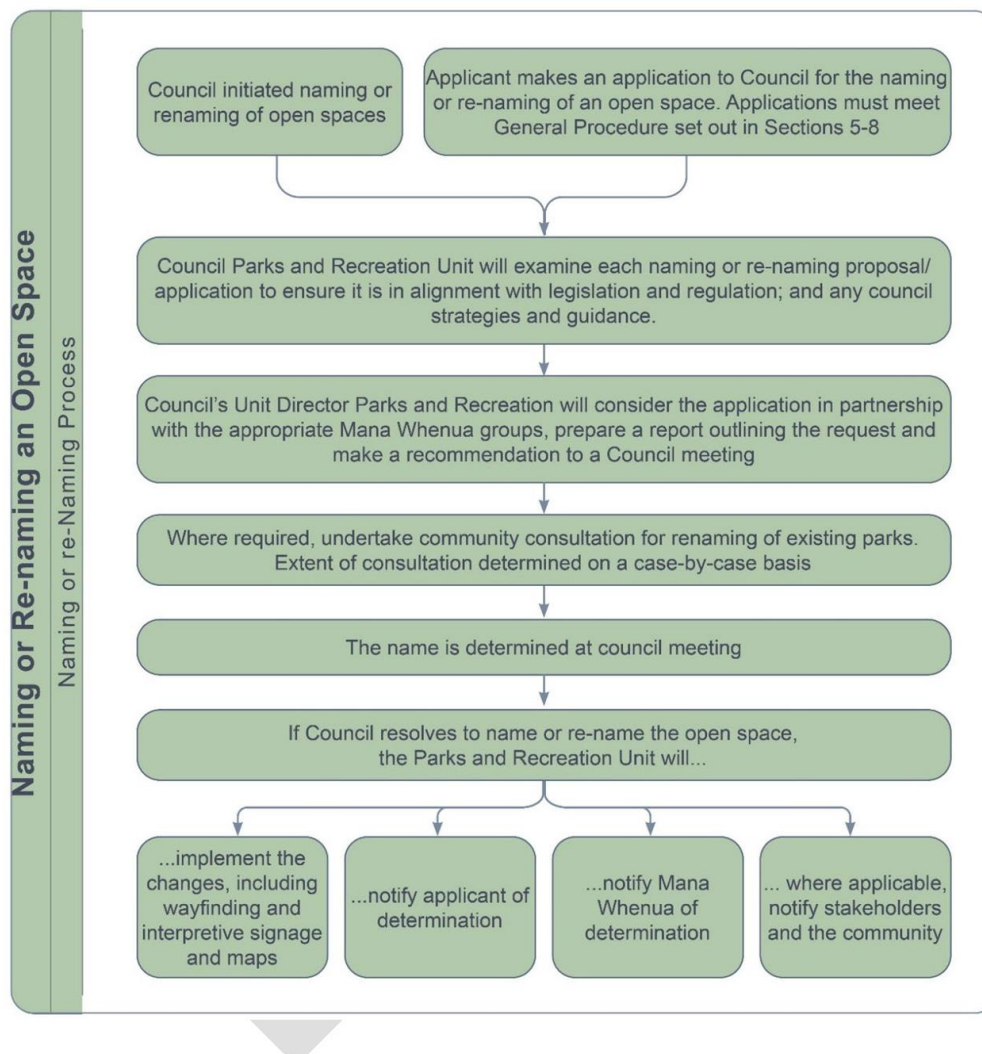
Page 7 of 12

24. The naming or renaming of any open space must align with the principles of this policy, follow the general procedure identified in sections 5-8; and meet the following requirements:

- Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
- Reserves must be named or renamed by Council resolution and in accordance with the Reserves Act 1977.
- Any naming or renaming of open spaces must be in alignment with the objectives of *He Pou Manawa Ora: Pillars of Wellbeing* strategy.
- ~~Council's Parks and Open Spaces Manager will consider the application, prepare a report outlining the request and make a recommendation to a Council meeting.~~
- If naming a new open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, prepare a report outlining the request and make a recommendation to a Council meeting.
- If renaming an existing open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, undertake wider consultation where required, undertake additional heritage reviews and will implement the changes, including the installation of interpretive signage.
- Council may, at its discretion, implement a bi-lingual name for any Open Space
- ~~If Council resolves to change the name, the Parks and Open Spaces Unit will implement the changes, to signage and maps.~~

### Process for renaming or renaming open spaces

25. The diagram below visually depicts the process for renaming an open space as set out in this policy and is provided to assist applicants to understand the process.



### Council facilities

26. Where a new council facility is to be named or an existing council facility renamed:

- The Council Unit responsible for the council facility will propose names for the council facility to the Chief Executive that are in accordance with the principles of this policy.
- The Chief Executive will consider the proposed names and prepare a report for a Council meeting outlining the request; and making a recommendation.
- Council may, at its discretion, implement a bi-lingual name for any council facility.
- The Council will consider the report and determine the facility name by Council Resolution.

### Naming rights and sponsorship

27. Council can grant naming rights for an open space or council facility or parts of an open space or council facility.
28. All requests to grant naming rights or sponsorship opportunities, whether permanent or for a fixed period, will be determined by Council [resolution](#).

### Monitoring and implementation

29. The implementation of this policy will be monitored by the General Manager City Growth.
30. The policy will be reviewed every three years or at the request of council or in response to changed legislative and statutory requirements or in response to any issues that may arise.

### References

- This Policy complies with The Australian/New Zealand Standard on Rural and Urban Addressing AS/NZS 4819:2011.
- Sections 319(1)(j), 319A and 319B of the Local Government Act 1974 apply to the Naming of Roads.
- Council may name or alter the name of any road under Section 319 Local Government Act 1974.
- Section 5 of the Unit Titles Act 2010 applies only to provide a meaning of common property.
- Where a reserve is vested in Council, the Minister of Conservation or Council may specify or change the name of a reserve by notice in the Gazette (Section 16(10) Reserves Act 1977).
- [This policy aligns with He Pou Manawa Ora: Pillars of Wellbeing strategy.](#)

## Schedule 1 – AS/NZS 4819 – Types of roads

[criteria for all road names moved to this location from s9 in the existing policy]

The National Standards for road naming (AS/NZS 4819:2011), must be adhered to when developing proposed road names for consideration. Any proposed road names should also meet the following criteria. These include the following requirements:

- Not be duplicated in Hamilton or in the Waipa or Waikato Districts.
- Preferably be short (generally not longer than 12 characters). An exception to this is the use of Te Reo Maaori names, where longer names may be suitable, balanced with the physical limitations for signs such as strength of bracket attachments, wind loading and risk of being hit by vehicles).
- Be single words to avoid cartographic problems.
- Be easy to spell and pronounce.
- Not sound similar, or be similar in spelling, to an existing road name.
- Not include a preposition, e.g. Avenue of the Allies.
- Not be abbreviated or contain an abbreviation excepting that “St” can be used for “saint” and ‘Mt’ can be used for “mount”. ‘Maunga’ must not be abbreviated or combined with ‘Mt’ e.g. Maungawhau’ not ‘Mt Maungawhau’.
- Not be in poor taste or likely to cause offense.
- Not lead with ‘The’. An exception to this is the use of ‘Te’ in Te Reo Maaori names.
- Road types must comply with AS/NZS 4819 – Types of roads below:

| Road type              | Abbreviation | Description  | Open ended | Cul-de-sac | Pedestrian only |
|------------------------|--------------|--|------------|------------|-----------------|
| <b>Alley</b>           | Aly          | Usually narrow roadway in a city or towns.   | ✓          | ✓          |                 |
| <b>Ara<sup>1</sup></b> | Ara          | Road –option to be used as a prefix for Te Reo Maaori or Moriori road names <sup>2</sup> | ✓          | ✓          | ✓               |
| <b>Arcade</b>          | Arc          | Covered walkway with shops along the sides   |            |            | ✓               |
| <b>Avenue</b>          | Ave          | Broad roadway, usually planted on each side with trees.                                  | ✓          |            |                 |
| <b>Boulevard</b>       | Blvd         | Wide roadway, well paved, usually ornamented with trees and grass plots.                 | ✓          |            |                 |
| <b>Circle</b>          | Cir          | Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.  | ✓          | ✓          |                 |
| <b>Close</b>           | Cl           | Short enclosed roadway.  |            | ✓          |                 |
| <b>Court</b>           | Crt          | Short enclosed roadway, usually surrounded by buildings.                                 |            | ✓          |                 |
| <b>Crescent</b>        | Cres         | Crescent shaped roadway, especially where both ends join the same thoroughfare.          | ✓          |            |                 |
| <b>Drive</b>           | Dr           | Wide main roadway without many cross-streets.  | ✓          |            |                 |



|                  |      |   |   |   |   |
|------------------|------|---|---|---|---|
| <b>Esplanade</b> | Esp  | Level roadway along the seaside, lake, or a river.  | ✓ |   |   |
| <b>Glade</b>     | Gld  | Roadway usually in a valley of trees.   | ✓ | ✓ |   |
| <b>Green</b>     | Grn  | Roadway often leading to a grassed public recreation area.  |   | ✓ |   |
| <b>Grove</b>     | Grv  | Roadway that features a group of trees standing together.   |   | ✓ |   |
| <b>Highway</b>   | Hwy  | Main thoroughfare between major destinations.   | ✓ |   |   |
| <b>Lane</b>      | Lane | Narrow roadway between walls, buildings or a narrow country roadway.  | ✓ | ✓ | ✓ |
| <b>Loop</b>      | Loop | Roadway that diverges from and rejoins the main thoroughfare.   | ✓ |   |   |
| <b>Mall</b>      | Mall | Wide walkway, usually with shops along the sides  |   |   | ✓ |
| <b>Mews</b>      | Mews | Roadway in a group of houses.   |   | ✓ |   |
| <b>Parade</b>    | Pde  | Public roadway or promenade that has good pedestrian facilities along the side.                               | ✓ |   |   |
| <b>Place</b>     | Pl   | Short, sometimes narrow, enclosed roadway.  |   | ✓ |   |
| <b>Promenade</b> | Prom | Wide flat walkway, usually along the water's edge.  |   |   | ✓ |
| <b>Quay</b>      | Qy   | Roadway alongside or projecting into the water.   | ✓ | ✓ |   |
| <b>Rise</b>      | Rise | Roadway going to a higher place or position.  | ✓ | ✓ |   |
| <b>Road</b>      | Rd   | Open roadway primarily for vehicles.  | ✓ |   |   |
| <b>Square</b>    | Sq   | Roadway which generally forms a square shape, or an area of roadway bounded by four sides.                    | ✓ | ✓ |   |
| <b>Steps</b>     | Stps | Walkway consisting mainly of steps.   |   |   | ✓ |
| <b>Street</b>    | St   | Public roadway in an urban area, especially where paved with footpaths and buildings along one or both sides. | ✓ |   |   |
| <b>Terrace</b>   | Tce  | Roadway on a hilly area that is mainly flat.  | ✓ | ✓ |   |
| <b>Track</b>     | Trk  | Walkway in natural setting.   |   |   | ✓ |
| <b>Walk</b>      | Walk | Thoroughfare for pedestrians.   |   |   | ✓ |
| <b>Way</b>       | Way  | Short enclosed roadway.   |   | ✓ | ✓ |
| <b>Wharf</b>     | Whrf | A roadway on a wharf or pier.   | ✓ | ✓ | ✓ |

## Footnotes:

1. If a Te Reo Maaori or Moriori road name is used it should be endorsed by local representatives with relevant cultural connections, such as Mana Whenua, local iwi or iwi organisations.
2. Ara and Te Ara are the only road types that are to be used as a prefix to the road name e.g. Ara Moana, not Ara Moana Road

|                         |  |
|-------------------------|--|
| First adopted:          | 24 May 2012                                      |
| Revision dates/version: | 4 (12 September 2019)                            |
| Next review date:       | February 2025                                    |
| Engagement required:    | No SCP   |
| Document number:        | TBC  |
| Associated documents:   | He Pou Manawa Ora: Pillars of Wellbeing strategy |
| Sponsor/Group:          | General Manager City Growth                      |

## Naming of Roads, Open Spaces and Council Facilities Policy

### Purpose and scope

1. The purpose of this policy is to provide a process for naming roads, open spaces and council facilities in Hamilton city.
2. This policy applies to the naming (and renaming) of roads (including private roads and private ways), open spaces and council facilities.

### Definitions

| Definition                         | Detail  |
|------------------------------------|---|
| Applicant                          | An individual or entity which is making an application. This may include council, a consent holder or the party developing the infrastructure including but not limited to a developer.   |
| Area                               | One-kilometre radius from the centre of a road, open space or council facility.   |
| Council                            | Hamilton City Council.  |
| Council facility                   | A council owned facility that is provided for public amenities including artistic, social or cultural facilities. Such facilities may include but are not limited to community halls, civic spaces and centres as well as major sport, recreation and entertainment facilities.   |
| Culturally significant             | Ancestral land, water, waahi tapu, valued flora and fauna, and other taonga significant to Mana Whenua.   |
| Mana Whenua                        | The indigenous people (Māori) who have historic and territorial rights over the land (including but not limited to Te Haa o te whenua o Kirikiriroa and Waikato-Tainui)   |
| Name                               | The word used to identify a road, open space or council facility. Name excludes the road type (see definition: road types).   |
| Open space                         | Includes all parks and reserves administered by council.  |
| Park                               | Land owned by council with a primary recreation function, not held under the Reserves Act 1977.   |
| Private roads and private ways     | Roads and accessways as defined under section 315(1) of the Local Government Act 1974 and includes right-of-ways, common access lots, retirement village roads. Also included is common property within a Unit Development as defined under section 5 of the Unit Titles Act 2010.  |
| Register of naming recommendations | A list, catalogue, inventory or similar provided by Mana Whenua to an applicant setting out names in te reo Māori that are appropriate for an area. The purpose is to provide a selection of culturally and historically appropriate names for roads, open spaces or developments which may not yet have been approved for development. |
| Reserve                            | As defined under s 2 of the Reserves Act 1977.  |
| Road                               | Road as defined in section 315 of the Local Government Act 1974 and includes access ways and service lanes as defined in section 315, any square and any public place intended for the use of the public generally.   |

|            |  |
|------------|--|
| Road types | Road types in accordance with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011 (outlined in Schedule 1 below). |
|------------|--|

## Principles

### 3. Council ensures:

- that the city's history, local identity and local culture is recognised and maintained; and
- that decisions contribute to the outcomes of *He Pou Manawa Ora*.

### 4. Council shall provide a consistent approach to determining appropriate names for roads, open spaces and council facilities.

## General Procedure

*[Explanatory Note: all applications to name or rename a road or open space must follow this general procedure as well as specific steps set out in the applicable sections of this policy].*

5. To name or rename a road or open space, an applicant must make an application to the council by completing the application form for Road and Open Space Naming/Renaming.
6. An application to name or rename a road or open space must explain and provide evidence that the proposed name(s) reflect one or more of the following:
  - a. The identity of Hamilton and/or local identity.
  - b. The historical significance of the location.
  - c. The cultural significance of the area to Mana Whenua.
  - d. People important in the history of an area.
  - e. Events, people and places significant to a community or communities locally, nationally or internationally.
  - f. Flora and Fauna significant or important to the history of an area.
7. An application to name or rename a public road or open space must also include an assessment of how the proposed names meet outcomes under the four pou (pillars) in *He Pou Manawa Ora: Pillars of Wellbeing* strategy. The relevant outcomes are summarised in the table below:

| Pou                      | Pillar       | Outcomes   |
|--------------------------|--------------|--|
| He pou manawa koorero    | History:     | <ul style="list-style-type: none"> <li>• Maaori art and culture is a source of pride for all Hamiltonians.</li> <li>• Kiingitanga is respected and celebrated as one of New Zealand's most enduring internationally recognised institutions.</li> <li>• Te reo Maaori is seen, heard and celebrated throughout the city.</li> </ul>  |
| He pou toorangapu maaori | Unity:       | <ul style="list-style-type: none"> <li>• Increased role of Maatauranga Maaori (Maaori knowledge) to inform infrastructure, community and organisational development.</li> </ul>  |
| He pou manawa taurikura  | Prosperity:  | <ul style="list-style-type: none"> <li>• Increased wellbeing of Maaori in Kirikiriroa/Hamilton.</li> <li>• Increased Maaori economic and business activity through procurement.</li> <li>• Increased employment and career pathways through partnerships and projects we deliver.</li> </ul>   |
| He pou manawa taiao      | Restoration: | <ul style="list-style-type: none"> <li>• Native flora and fauna species numbers are increased year on year.</li> <li>• Increased application of Maatauranga Maaori (Maaori knowledge) to develop environmental enhancement solutions and mitigations to infrastructure growth challenges.</li> <li>• Increased co-management arrangements with iwi and mana whenua to deliver best environmental practices and results.</li> </ul> |

8. Where there is a theme or grouping of names in an area, names submitted should have an appropriate association with other names in the area.

### Criteria for all road names

9. All road names shall meet the technical requirements set out in Schedule 1.

## Naming or Renaming Public or Private Roads

### Mana Whenua consultation is required for naming or renaming public roads

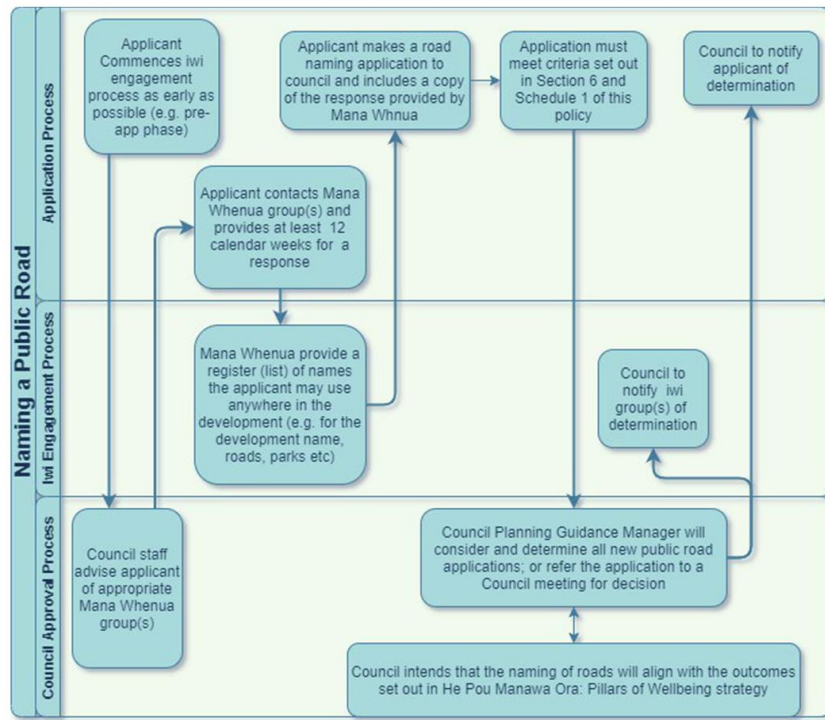
10. Prior to making an application to name or rename a public road, applicants must consult council staff, who will provide guidance as to the appropriate Mana Whenua group(s) in relation to the relevant area.
11. Applicants must provide an opportunity for each identified Mana Whenua group to:
  - identify if the area has cultural significance, and
  - provide a 'register of naming recommendations' suitable for the geographical area, or specified parts of the geographical area; and
  - offer any related feedback to the applicant.
12. Applicants must provide each identified Mana Whenua group with at least 12 calendar weeks to provide a response to the opportunity set out in section 11. Applicants are encouraged to contact Mana Whenua early in the process.
13. Applicants may provide council with up to three options for the naming or renaming of a public road, and at least one proposed option must be selected from the register of recommendations made by the appropriate Mana Whenua engaged with in accordance with this policy. A copy of the response provided to the applicant by Mana Whenua must be included in the application, including the full register of recommended names.
14. The naming and renaming of public roads will reflect council's commitment to the outcomes of *He Pou Manawa Ora: Pillars of Wellbeing* strategy.
15. The determination will be communicated to the applicant and appropriate Mana Whenua of the area by council.

### Naming a new road (public or private)

16. Council's Planning Guidance Manager will consider and determine all new road name applications, in accordance with the principles of this policy. For public roads this will include ensuring compliance with the requirements for iwi consultation.
17. At the Planning Guidance Manager's discretion, applications may be referred to a council meeting for decision.
18. Council's Planning Guidance Unit will maintain an archive of the new road names and the reasons for selection of such names.

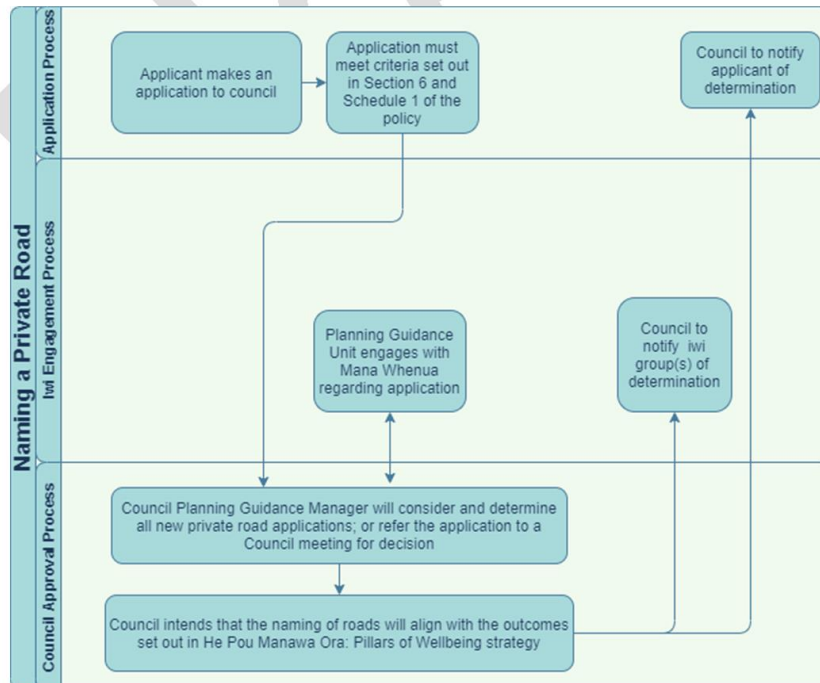
### Process for naming a new public road

19. The diagram below visually depicts the process for naming a public road as set out in this policy and is provided to assist applicants to understand the process.



**Process for naming a new private road**

20. The diagram below visually depicts the process for naming a private road as set out in this policy and is provided to assist applicants to understand the process.



### Renaming a public or private road

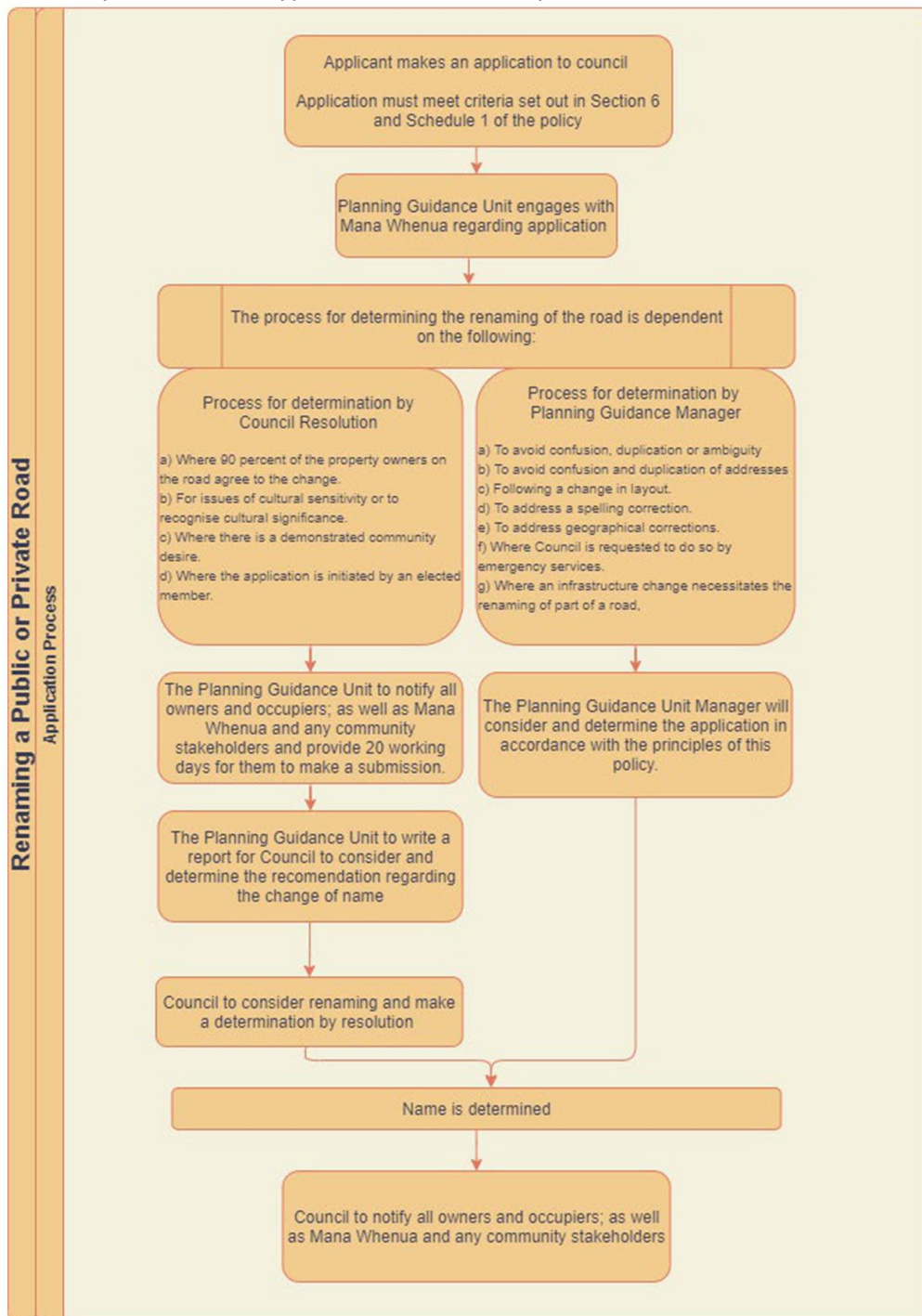
21. The approval process for renaming a road is set out in the table below.

| Approval by: Council Resolution   | Approval by: Planning Guidance Manager   |
|---|--|
| Rationale   | Rationale  |
| a) Where 90 percent of the property owners on the road agree to the change.<br>b) For issues of cultural sensitivity or to recognise cultural significance.<br>c) Where there is a demonstrated community desire.<br>d) Where the application is initiated by an elected member.  | e) To avoid confusion, duplication or ambiguity caused by the existing road name.<br>f) To avoid confusion and duplication of addresses associated with road name.<br>g) Following a change in layout.<br>h) To address a spelling correction.<br>i) To address geographical corrections.<br>j) Where Council is requested to do so by emergency services.<br>k) Where an infrastructure change necessitates the renaming of part of a road, e.g. an existing road is severed by a new road. |
| Process   | Process  |
| <ul style="list-style-type: none"> <li>The Planning Guidance Unit will notify all owners and occupiers in the road of the proposed change, as well as Mana Whenua and any community stakeholders who may have an interest in the name change.</li> <li>Submissions on the proposed name change may be made to the Planning Guidance Unit within twenty (20) working days.</li> <li>The Planning Guidance Unit will prepare a report for the Council meeting that outlines:               <ol style="list-style-type: none"> <li>the request</li> <li>the reason for the change</li> <li>confirmation of Mana Whenua consultation if required</li> <li>the response from Mana Whenua, affected owners/occupiers on the road, and other submitters; and</li> <li>a recommendation to Council.</li> </ol> </li> <li>Council will consider and determine the recommendation regarding the change of name.</li> <li>The Planning Guidance Unit will notify the applicant, all owners and occupiers in the road, Mana Whenua and all other submitters of the decision and if applicable, the new name.</li> </ul> | <ul style="list-style-type: none"> <li>The Planning Guidance Unit Manager will consider and determine the application in accordance with the principles and requirements in this policy.</li> <li>The Planning Guidance Unit will notify Mana Whenua and all owners and occupiers on the road of the decision and, if applicable, the new name.</li> </ul>   |

22. The costs associated with a name change (such as changing street signs) must be met in full by the applicant(s) except where the name change is initiated by Council resolution. These costs do not include the costs to businesses or residents on an affected street to e.g. change business signs or business cards.

### Process for renaming public or private roads

23. The diagram below visually depicts the process for renaming a public road as set out in this policy and is provided to assist applicants to understand the process.





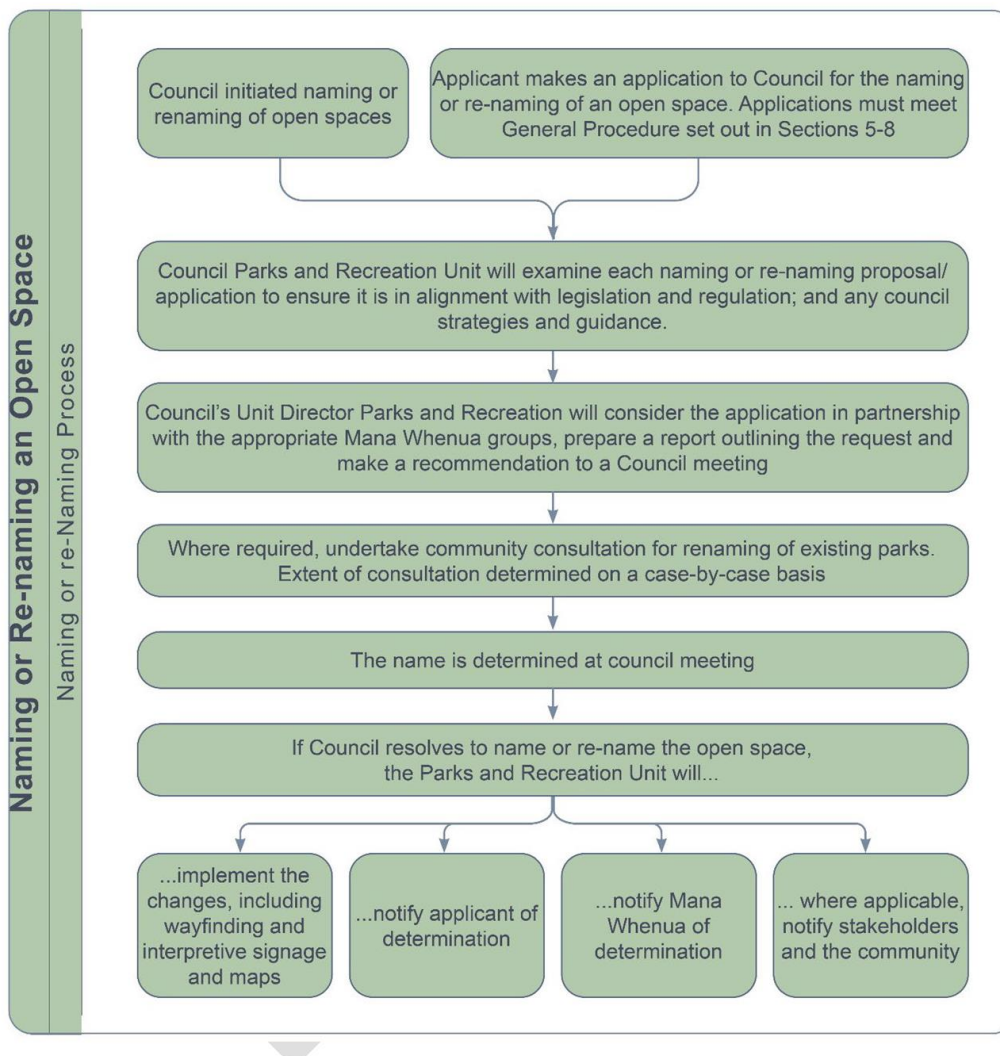
### Open spaces

24. The naming or renaming of any open space must align with the principles of this policy, follow the general procedure identified in sections 5-8; and meet the following requirements:

- Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
- Reserves must be named or renamed by Council resolution and in accordance with the Reserves Act 1977.
- Any naming or renaming of open spaces must be in alignment with the objectives of *He Pou Manawa Ora: Pillars of Wellbeing* strategy.
- If naming a new open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, prepare a report outlining the request and make a recommendation to a Council meeting.
- If renaming an existing open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, undertake wider consultation where required, undertake additional heritage reviews and will implement the changes, including the installation of interpretive signage.
- Council may, at its discretion, implement a bi-lingual name for any Open Space

### Process for naming or renaming open spaces

25. The diagram below visually depicts the process for renaming an open space as set out in this policy and is provided to assist applicants to understand the process.



### Council facilities

26. Where a new council facility is to be named or an existing council facility renamed:

- The Council Unit responsible for the council facility will propose names for the council facility to the Chief Executive that are in accordance with the principles of this policy.
- The Chief Executive will consider the proposed names and prepare a report for a Council meeting outlining the request; and making a recommendation.
- Council may, at its discretion, implement a bi-lingual name for any council facility.
- The Council will consider the report and determine the facility name by Council Resolution.

### Naming rights and sponsorship

27. Council can grant naming rights for an open space or council facility or parts of an open space or council facility.
28. All requests to grant naming rights or sponsorship opportunities, whether permanent or for a fixed period, will be determined by Council resolution.

### Monitoring and implementation

29. The implementation of this policy will be monitored by the General Manager City Growth.
30. The policy will be reviewed every three years or at the request of council or in response to changed legislative and statutory requirements or in response to any issues that may arise.

### References

- This Policy complies with The Australian/New Zealand Standard on Rural and Urban Addressing AS/NZS 4819:2011.
- Sections 319(1)(j), 319A and 319B of the Local Government Act 1974 apply to the Naming of Roads.
- Council may name or alter the name of any road under Section 319 Local Government Act 1974.
- Section 5 of the Unit Titles Act 2010 applies only to provide a meaning of common property.
- Where a reserve is vested in Council, the Minister of Conservation or Council may specify or change the name of a reserve by notice in the Gazette (Section 16(10) Reserves Act 1977).
- This policy aligns with *He Pou Manawa Ora: Pillars of Wellbeing* strategy.

## Schedule 1 – AS/NZS 4819 – Types of roads

The National Standards for road naming (AS/NZS 4819:2011), must be adhered to when developing proposed road names for consideration. These include the following requirements:

- Not be duplicated in Hamilton or in the Waipa or Waikato Districts.
- Preferably be short (generally not longer than 12 characters). An exception to this is the use of Te Reo Maaori names, where longer names may be suitable, balanced with the physical limitations for signs such as strength of bracket attachments, wind loading and risk of being hit by vehicles).
- Be single words to avoid cartographic problems.
- Be easy to spell and pronounce.
- Not sound similar, or be similar in spelling, to an existing road name.
- Not include a preposition, e.g. Avenue of the Allies.
- Not be abbreviated or contain an abbreviation excepting that “St” can be used for “saint” and ‘Mt’ can be used for “mount”. ‘Maunga’ must not be abbreviated or combined with ‘Mt’ e.g. Maungawhau’ not ‘Mt Maungawhau’.
- Not be in poor taste or likely to cause offense.
- Not lead with ‘The’. An exception to this is the use of ‘Te’ in Te Reo Maaori names.
- Road types must comply with AS/NZS 4819 – Types of roads below:

| Road type              | Abbreviation | Description  | Open ended | Cul-de-sac | Pedestrian only |
|------------------------|--------------|--|------------|------------|-----------------|
| <b>Alley</b>           | Aly          | Usually narrow roadway in a city or towns.   | ✓          | ✓          |                 |
| <b>Ara<sup>1</sup></b> | Ara          | Road –option to be used as a prefix for Te Reo Maaori or Moriori road names <sup>2</sup> | ✓          | ✓          | ✓               |
| <b>Arcade</b>          | Arc          | Covered walkway with shops along the sides   |            |            | ✓               |
| <b>Avenue</b>          | Ave          | Broad roadway, usually planted on each side with trees.                                  | ✓          |            |                 |
| <b>Boulevard</b>       | Blvd         | Wide roadway, well paved, usually ornamented with trees and grass plots.                 | ✓          |            |                 |
| <b>Circle</b>          | Cir          | Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.  | ✓          | ✓          |                 |
| <b>Close</b>           | Cl           | Short enclosed roadway.  |            | ✓          |                 |
| <b>Court</b>           | Crt          | Short enclosed roadway, usually surrounded by buildings.                                 |            | ✓          |                 |
| <b>Crescent</b>        | Cres         | Crescent shaped roadway, especially where both ends join the same thoroughfare.          | ✓          |            |                 |
| <b>Drive</b>           | Dr           | Wide main roadway without many cross-streets.  | ✓          |            |                 |
| <b>Esplanade</b>       | Esp          | Level roadway along the seaside, lake, or a river.                                       | ✓          |            |                 |
| <b>Glade</b>           | Gld          | Roadway usually in a valley of trees.  | ✓          | ✓          |                 |

|                  |      |   |   |   |   |
|------------------|------|---|---|---|---|
| <b>Green</b>     | Grn  | Roadway often leading to a grassed public recreation area.  | ✓ |   |   |
| <b>Grove</b>     | Grv  | Roadway that features a group of trees standing together.   | ✓ |   |   |
| <b>Highway</b>   | Hwy  | Main thoroughfare between major destinations.   | ✓ |   |   |
| <b>Lane</b>      | Lane | Narrow roadway between walls, buildings or a narrow country roadway.  | ✓ | ✓ | ✓ |
| <b>Loop</b>      | Loop | Roadway that diverges from and rejoins the main thoroughfare.   | ✓ |   |   |
| <b>Mall</b>      | Mall | Wide walkway, usually with shops along the sides  |   |   | ✓ |
| <b>Mews</b>      | Mews | Roadway in a group of houses.   | ✓ |   |   |
| <b>Parade</b>    | Pde  | Public roadway or promenade that has good pedestrian facilities along the side.                               | ✓ |   |   |
| <b>Place</b>     | Pl   | Short, sometimes narrow, enclosed roadway.  | ✓ |   |   |
| <b>Promenade</b> | Prom | Wide flat walkway, usually along the water's edge.  |   |   | ✓ |
| <b>Quay</b>      | Qy   | Roadway alongside or projecting into the water.   | ✓ | ✓ |   |
| <b>Rise</b>      | Rise | Roadway going to a higher place or position.  | ✓ | ✓ |   |
| <b>Road</b>      | Rd   | Open roadway primarily for vehicles.  | ✓ |   |   |
| <b>Square</b>    | Sq   | Roadway which generally forms a square shape, or an area of roadway bounded by four sides.                    | ✓ | ✓ |   |
| <b>Steps</b>     | Stps | Walkway consisting mainly of steps.   |   |   | ✓ |
| <b>Street</b>    | St   | Public roadway in an urban area, especially where paved with footpaths and buildings along one or both sides. | ✓ |   |   |
| <b>Terrace</b>   | Tce  | Roadway on a hilly area that is mainly flat.  | ✓ | ✓ |   |
| <b>Track</b>     | Trk  | Walkway in natural setting.   |   |   | ✓ |
| <b>Walk</b>      | Walk | Thoroughfare for pedestrians.   |   |   | ✓ |
| <b>Way</b>       | Way  | Short enclosed roadway.   |   | ✓ | ✓ |
| <b>Wharf</b>     | Whrf | A roadway on a wharf or pier.   | ✓ | ✓ | ✓ |

## Footnotes:

1. If a Te Reo Maaori or Moriori road name is used it should be endorsed by local representatives with relevant cultural connections, such as Mana Whenua, local iwi or iwi organisations.
2. Ara and Te Ara are the only road types that are to be used as a prefix to the road name e.g. Ara Moana, not Ara Moana Road

# Council Report

Item 9

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Karen Kwok

**Authoriser:** Helen Paki

**Position:** Recreation and Community Facilities Senior Advisor

**Position:** General Manager Community

**Report Name:** Community Occupancy Applications

| Report Status |
|---------------|
| Open          |

## Purpose - *Take*

1. To seek approval from the Community Committee to grant new *community occupancy agreements* to the following groups:
  - i. Hamilton Rowing Club Incorporated for land at Ferrybank
  - ii. Te Papanui Enderley Community Trust for building at Enderley Park
  - iii. Waikato Kindergarten Association for land at Hillcrest Park
2. To seek approval the Community Committee to grant a new *community group commercial occupancy agreement* to Hamilton Rowing Club Incorporated for Ferrybank Lounge function centre.
3. To seek approval the Community Committee of a shared cost model with Te Papanui Enderley Community Trust for operating costs associated with Enderley Community Centre.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

4. That the Community Committee:
  - a) receives the report;
  - b) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Hamilton Rowing Club Incorporated** for land area of 624m<sup>2</sup> (clubhouse footprint and access path) at Ferrybank, being Lot 1 DPS 12771, subject to the following terms and conditions:
    - i. Term – 15 years;
    - ii. Rent - \$220.81 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 **Te Papanui Enderley Community Trust** for building area of 1,077m<sup>2</sup> for Enderley Community Centre at Enderley Park, being Lot 2 DPS7131, subject to the following terms and conditions:



- i. Term – 6 years;
  - ii. Rent - \$5,383 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;
- d) approves a shared cost model between Council and Te Papanui Enderley Community Trust for Enderley Community Centre operating costs, whereby Council covers approximately \$35k of operational costs, to be reviewed annually.
- e) approves a new *community group lease*, under s54(1)(b) of the Reserves Act 1977, to **Waikato Kindergarten Association** for land area of 1,247m<sup>2</sup> at Hillcrest Park, being Part of Lot 18 DPS 8212, CFR 248584, subject to the following terms and conditions:
  - i. Term – fifteen years;
  - ii. Rent - \$2,043.25 plus GST per annum (reduced subsidy), in accordance with the Community Occupancy Policy;
  - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines; and
- f) approves a new *community group commercial occupancy agreement*, under s54(1)(d) of the Reserves Act 1977, to **Hamilton Rowing Club Incorporated** for land area of 624m<sup>2</sup> at Ferrybank (Ferrybank Lounge), being Lot 1 DPS 12771, subject to the following terms and conditions:
  - i. Term – fifteen years;
  - ii. Rent - \$609.44 plus GST per annum, in accordance with the Community Occupancy Policy;
  - iii. Commercial activity – function centre;
  - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

### Executive Summary - *Whakaraapopototanga matua*

5. Hamilton Rowing Club have been located at Ferrybank since 1905. Staff recommend granting a 15-year lease of land (building footprint) with a special condition clause around termination of the lease should the club relocate into the proposed Aranui water sports hub development which is currently being investigated.
6. Staff recommend granting Hamilton Rowing Club a 15-year *community group commercial occupancy agreement* to enable the Ferrybank Lounge function centre commercial activity operated by Paramount Catering Limited to continue. The function centre has historical use that dates back prior to the 1977 Reserves Act, and the revenue generated is critical to the rowing club's ability to offer programmes.
7. Te Papanui Enderley Community Trust was established in 2019 but have occupied Enderley Community Centre under different entities dating back to 2012. Staff recommend granting a 6-year lease (as requested by the group) for the entire building to enable the group to expand their community services and programmes, while Council works with the Trust around investigating a future community centre at Enderley.

8. Staff recommend granting approval of a shared cost model with Te Papanui Enderley Community Trust (TPECT) for operating costs associated with Enderley Community Centre. An annually reviewed shared cost model will support TPECT with the change of operating model and enable the group to focus funding on providing services and programmes to a high need community.
9. Waikato Kindergarten Association have been located at Hillcrest Park since 1969. Staff recommend granting a 15-year lease of land (building and playground). The association is a large sustainable organisation delivering quality free childcare services to the Hamilton community.
10. Staff consider the decisions in this report have low significance and that the recommendations comply with the Council's legal requirements.

### **Background - *Koorero whaimaarama***

11. Hamilton Rowing Club and Waikato Kindergarten Association lease applications have been triggered by expiring leases.
12. Te Papanui Enderley Community Centre Trust's application is for a new lease, having only hired Council premises previously.
13. Te Papanui Enderley Community Trust currently occupy the upstairs area of Enderley Park Community Centre and book the ground floor social and gym area. They have applied for a lease of the entire building to expand their community social services.
14. The Raukura Hauora o Tainui (RHOT) lease for the front half of Enderley Park Community Centre expired on 30 June 2018, they have been on a rolling monthly lease since this time. Staff have been working with the group around vacating the building, to enable TPECT to apply for a lease of the whole building. RHOT had already moved some of their medical and social services to five cross-roads and will fully relocate by the 30 March 2022.

### **Discussion - *Matapaki***

#### **Hamilton Rowing Club Incorporated (HRC)**

15. Hamilton Rowing Club is one of the oldest clubs in Hamilton, located at the Ferrybank site since 1905. The existing club owned three-storey building on the riverside reserve was built in 1966.
16. HRC have a twenty-year lease for land (clubhouse footprint) that expired on the 31 December 2021 and are currently on an interim rolling monthly agreement.
17. The building is essentially split into two separate activities and areas. The club primarily use the lower levels of the building for boat and equipment storage and licence out the upper levels known as 'Ferrybank Lounge' function centre to an external catering company. The club also have toilet/shower amenities, members gym (rowing machines) and a meeting room, totalling 518m<sup>2</sup> being approximately fifty percent of the building.
18. HRC has a strong and successful rowing history within the Waikato. The club provides clubroom facilities, boats and coaching for 202 members club and school rowers. The club operates year-round, training seven days a week with rowers training on the water multiple times a day.
19. The club provides rowing programmes to all levels of rowing - individuals in single sculls to teams in eights. Land based training is undertaken in the members gym space and street work in addition to on the river training.

20. The club's affiliate schools are Hillcrest High School, Sacred Heart Girls School, Rototuna High School, Fraser High School, Ngaruawahia High School and Nga Taiatea Wharekura. School use is constrained by capacity; space to provide boat storage. Life Unlimited also utilise the indoor rowing machines at no cost.
21. HRC are part of the discussions around a Ferrybank Aranui water sports hub development that Council has supported by providing seed funding for a feasibility study. Should the development go ahead, HRC plan to relocate into the development.
22. The proposed lease area is for land (clubhouse footprint and access way) at Ferrybank being 624m<sup>2</sup>, as shown in **Attachment 1**.
23. The leased area is reserve land classified for the purpose of recreation reserve under the Reserves Act. HRC is in conformity with the Riverside Reserve Management Plan 2008, and on this basis public notification is not required.
24. HRC activities are permitted under the Operative District Plan.

#### Rental

25. In recognition of the multi-story building being used and in part for club community activities (50% of total sqm space) and part for commercial activity (50% of total sqm space), the proposed rental is a combination of community (87.5%) and commercial (65.5%) rental subsidies in accordance with the [Policy](#);

|                    | Type of Activity                          | Rental Subsidy | Percentage of total floor space | Land lease area 624m <sup>2</sup> |
|--------------------|---|----------------|---------------------------------|-----------------------------------|
| HRC (Lessee)       | Community Occupancy Agreement             | 87.5%          | 50% (518m <sup>2</sup> )        | \$220.81                          |
| Paramount Catering | Commercial Activity operated by Paramount | 65.5%          | 50% (513m <sup>2</sup> )        | \$609.44                          |
| Total              |   |                |                                 | \$830.25 plus GST per annum       |

26. The proposed community lease rent is \$220.81 plus GST per annum, based on a land area of 624m<sup>2</sup> and taking into account the club occupies 50% of the total floor space (as detailed above), calculated in accordance with the [Community Occupancy Policy \(Policy\)](#).
27. Staff recommend granting a lease for a term of 15 years, with a special condition that enables early termination of lease should HRC relocate to the Aranui water sports development. A 15-year term is the maximum term for a *community group owned building on Council owned land* under the Policy. HRC have a long successful history at the site and support getting Hamiltonians active. The club has funds saved and tagged for the purposes of a new building.

#### Commercial Activity – Ferrybank Lounge function centre – Paramount Catering Limited

28. The Ferrybank Lounge has been an integral part of the rowing club premises for many years, established to provide an income to support rowing activities. HRC have had an agreement in place for the function centre since 1969, various licence agreement transfers have been completed since then.
29. In 1999, HRC borrowed \$250,000 to undertake a refurbishment of the club facilities and Ferrybank Lounge. The rental income received from the function centre was used to repay the loan, which has been fully repaid.

30. Kerr Ladbrook trading as Paramount Catering Limited have a 3-year licence agreement with HRC that expired 30 November 2021. The licence is for the purposes of operating a function centre/catering.
31. The licence provides use of the 'Ferrybank lounge' that includes the lounge, kitchen and bar, toilets at street level and an intimate bar/lounge area and adjoining office on the upper mezzanine level, totally 513m<sup>2</sup> (**see Attachment 2**).
32. Paramount had a total of 66 functions in 2020, with 3,542 attendees. Bookings include community groups (i.e Rotary, Suburbs Hockey and HRC affiliates) for meetings/functions, with the majority being company or private bookings. A commercial operator provides a professional service to groups utilising the function centre.
33. The commercial activity remains key to supporting the club's sustainability, with the commercial activity providing 30-40% of the club's total revenue. Surplus funds are applied to rowing activities (coaching, boats and equipment) and building maintenance costs. The club state that volunteers and grant funding is becoming increasing difficult to obtain.
34. HRC commercial activity is permitted under the District Plan.
35. The proposed rent is \$609.44 plus GST per annum, taking into account the ¼ reduction in rental subsidy for a commercial activity operated by a commercial entity as per the Policy. The reduced subsidy has been applied based on a land footprint of 624m<sup>2</sup> and taking into account the commercial activity occupies 50% of the total floor space within the building (refer to rent calculation in point 22).
36. Staff recommend granting a community group commercial occupancy agreement for a term of 15 years for the purposes of Ferrybank Lounge function centre.
37. Staff support the continued operation of the function centre, on the basis of historical use that dates back prior to the 1977 Reserves Act, the revenue generated is critical to the Rowing club's ability to offer programmes. Any future commercial activity proposals at this site would be assessed against the current Policy and [Community Occupancy Guidelines](#).
38. Should the commercial activity not be approved, the Ferrybank Lounge function centre will no longer be able to operate and HRC will lose a major revenue stream.

#### **Te Papanui Enderley Community Trust (TPECT)**

39. Te Papanui Enderley Community Trust have not previously had a lease with Council. They have been hiring the upstairs area and booking the downstairs social and gym spaces for their activities but are lacking space to expand their services and programmes.
40. TPECT have applied for a 6-year lease term for the entire Enderley Community Centre. The front section of the building will provide additional meeting, office and storage spaces. Having offices on the ground floor would improve access and connection with the community they serve.
41. TPECT purpose is to establish, maintain and empower whanau through the provision of community services. As a new entity they are currently in a growth stage to build their capacity and capability. They have 8 staff, 25 volunteers and had 1,701 service users in the past year.
42. TPECT have secured funding from Ministry of Social Development, Trust Waikato, Council, Lotteries, Department of Internal Affairs and WEL energy, in addition to other smaller funders.
43. Current social and wellbeing services include; Tamariki/Rangatahi Ora after-school care leadership programme, housing and financial advice, career and employment support, Kiavolution/food parcels, sports and health initiatives, computer literacy, Te Reo classes, and community hui.

44. TPECT provide support to a defined geographical area that includes Enderley, Porritt, Fairview Downs, Claudelands and parts of Fairfield.
45. The proposed lease building floor area is 1,077m<sup>2</sup> (ground floor and upstairs area) for Enderley Park Community Centre at Enderley Park, as shown in **Attachment 3 and 4**.
46. The lease is on recreation reserve land classified as local purpose (community facilities) under the Reserves Act. The Enderley Park Community Centre is contemplated and provided for under the management plan.
47. TPECT activities are permitted under the Operative District Plan.
48. The proposed rent is \$5,383 plus GST per annum, based on a building category 4 and an area of 1,077m<sup>2</sup>, calculated in accordance with the Policy.
49. Staff recommend granting a lease for a term of 6 years, as requested by TPECT. This serves as an interim lease period, while investigations are underway to look at future options in relation to a community centre on the park. Enderley Community Centre has renewal funding of \$1.1million allocated in year 3.

#### Transitional shared cost model – operational expenses

50. TPECT have requested a shared cost model to assist with the operating costs associated with Enderley Community Centre. The intention being that Council provides transitional financial support while TPECT build their capacity and capability, working towards a standard leasing model for outgoing cost responsibilities as per the Policy.
51. TPECT have proposed that they cover cleaning, internet and security monitoring costs, while Council continues to pay for other operational costs including day-to-day repairs/maintenance, utilities, rates, pest control, rubbish, security alarm system etc.
52. Enderley Community Centre is a large, ageing building (built in 1976), which results in reasonably high costs to operate and maintain the building.
53. TPECT supports a high deprivation community with high needs. The Trust preference is for grant funding to be used for programmes and services for the community rather than on operating costs.
54. Staff are currently working closely with TPECT around future options in relation to a community centre on the park.

#### Options

55. Options for a transitional shared cost model are provided below and in **Attachment 5**.
  - **Option 1** – standard lessee outgoing responsibilities
  - **Option 2** – TPECT requested shared cost model – approx. 50/50 split (TPECT pay for cleaning, internet, security monitoring, HCC pay for all other outgoings)
  - **Option 3** – Approx. 35 (HCC)/65 (TPECT) split. (HCC pay for day-to-day repairs/maintenance, security alarm system, rubbish, sanitary bins and pest control costs.
56. TPECT have proposed the **option 2** shared cost model which would result in approximately \$35k of operational costs remaining the responsibility of Council, to be reviewed annually by staff.
57. The intention being that TPECT would take on additional operation costs year on year towards a standard leasing model (as per the Policy table below). The expenditure would come from existing community facilities operational budgets.

## 5.5 Occupancy Responsibilities

The following table outlines standard outgoing occupancy responsibilities in addition to rent:

|                                | Utilities | Rates* | Insurance | Renewals and replacement | Day-to-day repairs and maintenance |
|--------------------------------|-----------|--------|-----------|--------------------------|------------------------------------|
| Council-owned Building         | Lessee    | Lessee | Council   | Council                  | Lessee                             |
| Community group owned building | Lessee    | Lessee | Lessee    | Lessee                   | Lessee                             |

\*Community and recreation groups may be eligible for a rates remission

58. Option 2 is recommended as it provides the greatest support to TPECT while they transitional across to a leasing model and increases the likelihood of a successful outcome with a high need's community.

### Waikato Kindergarten Association (WKA) – 56 Masters Ave, Hillcrest Park

59. Waikato Kindergarten Association (WKA) has been located at Hillcrest Park since 1969. The current 20-year lease for kindergarten activities and administration, expires on 31 March 2022.
60. WKA has a long-standing relationship with Council, holding three community leases, in addition to the Hillcrest Park premises they also have kindergartens at Richmond St, Beetham Park and 70 Storey Ave, Forest Lake.
61. WKA currently operates 37 services in the Waikato and are planning to establish two new services in Peacockes and Ruakura to service communities in these new growth areas of Hamilton.
62. WKA provide free quality early childhood kindergarten services for children aged between 2-6 years, often caring for Hamilton's most vulnerable children. The Hillcrest kindergarten has 6 educators and 44 children licenced for the premises and they operate a wait list.
63. The proposed lease is for 1,247m<sup>2</sup> of land which includes the kindergarten centre and playground as shown in **Attachment 5**. In 2016, Council approved a variation to the lease to extend the playground area by 105m<sup>2</sup>.
64. The leased area is reserve land classified for the purpose of recreation reserve under the Reserves Act. WKA have existing use rights under the Resource Management Act as the kindergarten was established in 1969 and the extent of the operation has not changed since that time.
65. WKA's Hillcrest lease is contemplated by the Sports Park Management Plan 2009. On this basis, public notification is not required.
66. WKA activities are permitted under the Operative District Plan.
67. The proposed new lease rent is \$2,043.25 plus GST per annum, based on land area of 1,247m<sup>2</sup>, calculated in accordance with the Policy. WKA meet the threshold criteria for the reduced rental subsidy of 50% under the Policy, hence their rent will increase from the current rental of \$605.88 plus GST per annum.
68. Staff recommend granting a lease for a term of 15 years, which is the maximum term for a *group owned building on Council land* under the Policy. WKA are a large sustainable organisation delivering quality free childcare services to the Hamilton community.

### Options

69. **Option 1** is to approve the community occupancy and community group commercial occupancy agreements to the groups covered in this report as per recommendations.



70. **Option 2** is to approve the community occupancy agreements and community group commercial occupancy to the groups covered in this report, but amend terms recommended.
71. **Option 3** is to not approve any one or all of the community occupancy and community group commercial occupancy agreements covered in this report.
72. Staff recommend **option 1** to provide security of tenure and continued operation of community and commercial activities. If the agreements in this report are not approved, the community groups will be unable to operate.

#### **Financial Considerations - *Whaiwhakaaro Puutea***

73. In accordance with the Policy, rental is calculated by first determining the market rate and then applying the applicable rental subsidy. The market rate values plus GST per annum, are below:
  - i. Hamilton Rowing Club - \$3,533 plus GST per annum
  - ii. Te Papanui Enderley Community Trust - \$43,080 plus GST per annum
  - iii. Waikato Kindergarten Association - \$4,086.50 plus GST per annum
74. All groups except Waikato Kindergarten Association meet the standard rental subsidy of 87.5%, rental amounts are outlined in the staff recommendation. Waikato Kindergarten Association meet the threshold criteria for a reduced subsidy of 50% as per the Policy. A ¼ reduction in rental subsidy has been applied to the HRC function centre commercial activity operated by a commercial entity as per the Policy.
75. In addition to rent the HRC and WKA are responsible for all building maintenance as building owners, utility and operational costs, land maintenance (as applicable) and rates.
76. TPECT are seeking a transitional shared cost model for operating expenses at Enderley Community Centre, the recommended option would result in approximately \$35k of operational costs remaining the responsibility of Council, to be reviewed. The expenditure would be from existing community facilities operational budgets.

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

77. Staff confirm that all groups are eligible for community occupancy and have been assessed in accordance with the Policy and [Community Occupancy Guidelines](#). Granting of the leases are in accordance with the Policy.
78. There is a risk in approving the HRC commercial activity, in that it is inconsistent with the Policy requirements for commercial activities.
79. There is a risk in approving the shared cost model to Te Papanui Enderley Community Trust, given it is outside of Policy and the group has secured significant grant funding, hence it is inconsistent with other leases and may set a precedence.

#### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

80. 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').
81. 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.
82. The recommendations set out in this report are consistent with that purpose.

## Social

83. Granting of the leases in this report supports community groups to achieve their goals, strengthening the community through connection, a sense of belonging and social wellbeing.

## Economic

84. Granting of the leases supports community groups to provide services and activities that increase vibrancy in the city and attract families to live here. Having a diverse range of recreation and community groups who operate successfully in the city increases options for residents to socialise and become a part of local communities, which in turn may help to attract and retain people in Hamilton.

## Environmental

85. Granting of the leases supports community groups to utilise parks and open spaces in a way that ensures green spaces in the city are used and treasured by the community. An increased understanding of the value of open space can lead to greater appreciation of advocacy for further space that promotes physical wellbeing for Hamiltonians.

## Cultural

86. Granting of the leases in this report support the opportunity for individuals and communities to participate in recreational, cultural and social development wellbeing activities.

## Risks - *Tuuraru*

87. There is minimal risk to the Council in granting the community occupancy agreements in this report.
88. There is a risk to Council in going outside of Policy, in relation to TPECT shared cost model and HRC commercial activity as outlined in point 80 and 81 under 'Legal and Policy Considerations'.
89. If the recommendations are not approved there is a reputational risk to the Council and risk to the groups in terms of security of tenancy.

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

90. 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

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

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Hamilton Rowing Club - leased area map

Attachment 2 - Ferrybank Lounge - Licence area

Attachment 3 - Te Papanui Enderley Community Trust - leased area map

Attachment 4 - Enderley Park Community Centre floorplan

Attachment 5 - TPECT Shared cost model options - Enderley operating costs

Attachment 6 - Waikato Kindergarten Association - Hillcrest - leased area map





**Hamilton City Council**  
Te kaunihera o Kirikiriroa

GIS & CAD Services

Trim No. **D-4076778**



**HAMILTON**  
Hamilton Rowing Club – Ferrybank

version  
**1**  
Date: 10/02/2022

Item 9

Attachment 1



Paramount Catering (Kerr – Ladbrook) Licence area (513m<sup>2</sup>) shaded in red



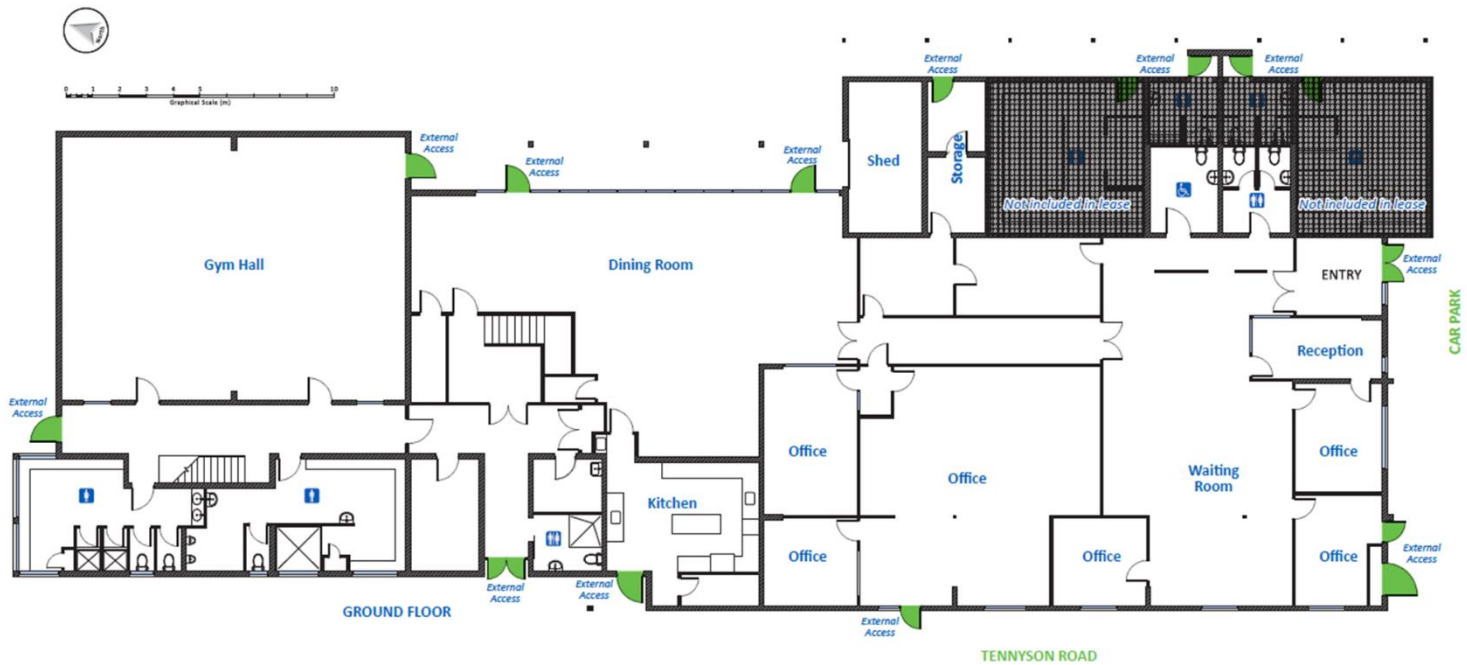
**Upper Mezzanine Floor - lounge/bar, office**



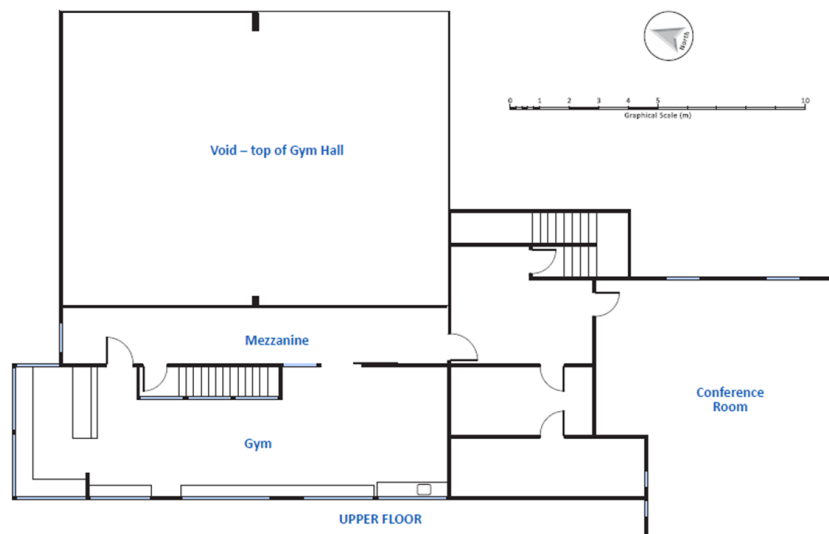




# Enderley Park Community Centre – Ground Floor



## Enderley Park Community Centre - second floor



**Enderley Community Centre - Council forecasted financials** (*Operational costs as per standard community occupancy outgoing responsibilities*)

| Incl GST   | Revenue  | Expenditure | Surplus/Deficit | Key challenges and benefits   |
|--|----------|-------------|-----------------|---|
| <b>Lease front half building (RHOT) and back half Council managed bookings (upstairs hired by TPECT)</b>   |          |             |                 |   |
| <b>Status quo</b> - current model of operation   | \$30,905 | \$52,391    | -\$21,486       | Bookings management for back half of building is messy and inefficient (creating additional work for both HCC and TPECT staff)<br><br>TPECT booking fees are high, due to significant increase in hours booked. This increased cost impacts on finance available for programming and services provided by TPECT.  |
| <b>Lease to TPECT for entire building – cost model options</b>   |          |             |                 |   |
| <b>Option 1</b> – standard lessee outgoing responsibilities  | \$6,190  | \$0         | \$6,190         | TPECT would need to use some of the Trusts programme and services funding to cover an approximate \$55k deficit to operate the centre. This will impact on their ability to continue to build capacity and capability.<br><br>Ensures consistency with other community occupancy lease agreements.  |
| <b>Option 2</b> – TPECT requested shared cost model – approx. 50/50 split (TPECT pay for cleaning, internet, security monitoring, HCC pay for all other outgoings)       | \$6,190  | \$35,080    | -\$28,890       | Reduces the amount the TPECT needs to use from services and programme funding. Provides additional HCC support to a community of higher deprivation.<br><br>Provides a transitional approach that recognises change in operating model, while group builds capacity and capability.<br><br>TPECT would need to cover approx. \$29k of operational costs, possible revenue \$6k<br><br>Inconsistent with other community occupancy lease agreements. |
| <b>Option 3</b> – Approx. 35 (HCC)/65 (TPECT) split. (HCC pay for day-to-day repairs/ maintenance, security alarm system, rubbish, sanitary bins and pest control costs. | \$6,190  | \$22,300    | -\$16,110       | Provides a middle ground transitional approach that recognises change in operating model, while group builds capacity and capability<br><br>TPECT would need to cover approx. \$38k of operational costs, possible revenue \$6k<br><br>Inconsistent with other community occupancy lease agreements.  |

**Revenue** - is forecasted standard income (bookings and rent), HCC Covid rent relief and reduced bookings has seen a decrease in actual revenue over the last couple of years  
**Expenditure** – only includes the operational costs a lessee would be responsible for under a standard lease agreement for a Council building. It does not include building compliance, renewals/replacements and insurance, which Council remains responsible for as building owner under a standard lease agreement.





# Council Report

**Committee:** Community Committee **Date:** 02 March 2022  
**Author:** Claire Foster **Authoriser:** Nicolas Wells  
**Position:** Property Officer **Position:** Strategic Property Manager  
**Report Name:** Licence to Occupy - Kiwi Balloon Co (2009) Limited - Innes Common

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To seek approval from the Community Committee to grant a new Licence to Occupy to Kiwi Balloon Co (2009) Limited (KBC) for hot air balloon launchings from Innes Common.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee:
  - a) receives the report; and
  - b) approves a new Licence to Occupy for Kiwi Balloon Co (2009) Limited for use of the balloon launching area situated at Innes Common, legal description Part Lot 1 DPS 90061, subject to the following terms and conditions:
    - i. Term – 10 years, commencing 1 April 2022;
    - ii. Rent – Market value;
    - iii. Rent review – 2 yearly, CPI adjustment;
    - iv. Delegates authority to the Chief Executive to finalise and execute the new licence.

## Executive Summary - *Whakaraapopototanga matua*

3. Kiwi Balloon Co (2009) Limited (KBC) has been launching balloons from the current site at Innes Common since October 2009, when it purchased the business.
4. The previous licence was for a 10-year term and expired on 30 September 2021. KBC has confirmed they wish to continue launching hot air balloons from Innes Common. They have been operating on monthly arrangements since 1 October 2021.
5. The new licence is proposed to commence on 1 April 2022 with a term of 10 years.
6. The current rental is \$600 + GST per year. The rental is being reviewed by a registered valuer to determine a fair market rent.
7. The licence will contain similar conditions to the previous licence, specifically to clause 30 – Special Conditions. The licence will also reflect current legal conditions required for compliance and health and safety (refer **Attachment 1** – Licence to Occupy, page 12).



8. KBC will be required to provide an updated Health and Safety Plan to be approved by the Parks and Recreation Unit, for them to operate in a public open space. This will be included in the new licence.
9. Innes Common is included in the Hamilton Lake Domain Management Plan 2017. The activity of balloon launching enhances public use and enjoyment of the Domain without compromising its natural character.
10. Staff consider the decision in this report has low significance and that the recommendations comply with the Council's legal requirements.

### **Discussion - *Matapaki***

11. Kiwi Balloon Co (2009) Limited (KBC) has been launching balloons from the current site at Innes Common since October 2009. KBC is a commercial company registered in June 2009. Mark Brown and Wendy Peel are its directors.
12. Mark Brown has been ballooning for approximately 18 years and holds a commercial Balloon Pilot's Licence.
13. KBC has been launching balloons from the current site since October 2009. The company offers hot air balloon flights over the Waikato and uses the area indicated in **Attachment 1** (previous licence to occupy with plan) to this report.
14. Innes Common is a 24.0983-hectare recreation reserve held subject to the Reserves Act 1977, located on Lake Domain Drive.
15. Innes Common is included in the Hamilton Lake Domain Management Plan 2017. The commercial activity of balloon launching enhances public use and enjoyment of the Domain.
16. The active months for hot air ballooning is mainly between October and July. The activity begins at sunrise with inflation and launching taking up to 4 hours. Depending on weather, flights may be conducted between 2-4 hours before sunset.
17. If the recommendation is not approved, then KBC's hot air balloon flights will be compromised, with limited options for available land to be able to launch from.
18. KBC's commercial activities are appropriate for Innes Common and enhance the park experience without having an adverse impact on the reserve and other existing activities.
19. Parks and Open Spaces have been involved in the discussions with KBC and support the new licence for them to continue to this activity that enhances Innes Common.
20. KBC are a commercial business, therefore, they do not qualify for a community lease. The Strategic Property Unit manages commercial activities on parks and reserves on behalf of the Community Group.

### **Financial Considerations - *Whaiwhakaaro Puutea***

21. The current rental is \$600 + GST per year. The rental is being reviewed by a registered valuer due to Kiwi Balloon Co Ltd operating a commercial business on reserve land. The rent has not changed in 10 years; therefore, there is expected to be an appropriate increase.
22. The rental will reflect the time that the balloons are permitted to be launched, that KBC does not fly for two months of the year (August and September) and allows for days where balloons cannot be launched due to weather conditions.

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

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



## Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

24. 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').
25. 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.
26. The recommendations set out in this report are consistent with that purpose.

### Social

27. Granting of the licence in this report supports KBC to achieve their goals, strengthening the community through connection, a sense of belonging, and social wellbeing.

### Economic

28. Granting the licence supports KBC to provide services and activities that increase vibrancy in the city and attract families to live here. Having a diverse range of recreation and community groups who operate successfully in the city increases options for residents to socialise and become a part of local communities, which in turn may help to attract and retain people in Hamilton.

### Environmental

29. Granting the licence supports KBC to utilise parks and open spaces in a way that ensures green spaces in the city are used and treasured by the community. An increased understanding of the value of open space can lead to greater appreciation of advocacy for further space that promotes physical wellbeing for Hamiltonians.

### Cultural

30. Granting the licence supports the opportunity for individuals and communities to participate in recreational, cultural, and social development wellbeing activities.

### Risks - *Tuuraru*

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

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

32. 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

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

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Innes Common - Kiwi Balloon Co (2009) Ltd - Licence to Occupy - signed agreement 21 August 2011

## LICENCE TO OCCUPY

AGREEMENT made the 29<sup>th</sup> day of August 2011

LICENSOR: THE HAMILTON CITY COUNCIL a body corporate

LICENSEE: KIWI BALLOON CO (2009) LTD, a registered company

The LICENSOR permits the LICENSEE to occupy an area of Innes Common for the term specified in this Licence and as set out in the First Schedule.

THE LICENSOR AND THE LICENSEE covenant as set out in the Second Schedule.

THE COMMON SEAL of THE HAMILTON CITY COUNCIL was hereunto affixed in

the presence of:

John R. Gower, QSM  
Justice of the Peace  
City Councillor  
Hamilton, N.Z.



..... Councillor



..... Deputy Chief Executive

EXECUTED by the Licensee (affixing its common seal) in the presence of:

) Mark Brown  
) Mark Brown.

FIRST SCHEDULE

PREMISES: an area of approximately one hectare of Innes Common, legal description Pt Lot 1 DPS 90061, as hatched in red on the attached plan

TERM: Ten years

COMMENCEMENT DATE: 1<sup>st</sup> October 2011

NO RIGHT OF RENEWAL: There is no right of renewal provided by this Licence. If the Licensee desires a new Licence then it is to make written application to the Hamilton City Council not less than 3 months prior to the expiration date of the term of this Licence. All such applications for a new Licence will be considered by the Hamilton City Council on their merit.

INITIAL ANNUAL RENTAL: \$600.00 plus GST at the prevailing rate

RENT PAYMENT DATES: The 1<sup>st</sup> day of October and April in each year during the term of this licence

PERMITTED USE OF PREMISES: for the launching of hot air balloons and associated activities

NAME, ADDRESS AND TELEPHONE NUMBER OF LICENSEES CONTACT PERSON: Mark Brown, Director, 29A Corrin St, Melville, Hamilton 3206  
Phone: 07-834-8538



SECOND SCHEDULELICENSEE'S PAYMENTS1.0 Rent

1.1 The Licensee shall pay the annual rent by equal half yearly payments in advance (or as varied pursuant to any rent review) on the rent payment dates.

1.2 The Licensor may review and adjust the rent payable under this Licence at any time (at intervals of not less than 12 months) by one month's notice in writing to the Licensee.

2.0 Payment of Electricity and Other Accounts

Where services are provided to the premises the Licensee will promptly pay charges made in respect of such services. If the Licensee requires services that are not supplied to the premises it shall, at its own cost, arrange for the connection of these services.

3.0 Rates

The Licensee shall duly and punctually pay all rates and taxes levied upon or payable in respect of the premises. If such rate or tax is separately assessed or payable in respect of the premises, the Licensee shall pay the whole of the rate or tax to the Licensor.

4.0 Goods and Services Tax

The Licensee shall pay all Goods and Services Tax payable in respect of all rental and other amounts payable by the Licensee under this Licence such tax to be paid to the Licensor when such rental and other amounts are due for payment by the Licensee under this Licence.

5.0 Insurance

5.1 If the premises or any part of the premises comprise a building owned by the Licensee then the Licensee



shall at all times maintain a replacement insurance cover on such building against fire, earthquake, war damage, extraneous risks and malicious damage. Such cover shall be with an insurance company of the Licensee's nomination but subject to the approval of the Licensor, which approval will not be unreasonably or arbitrarily withheld.

- 5.2 In every case the Licensee shall maintain a public liability cover for an amount of not less than \$2,000,000.00 indemnifying the Licensor as owner and the Licensee as tenant in respect of all liabilities arising from the Licensor's and Licensee's respective interests in the premises.

6.0 Licensors Costs and Administration Expenses

The Licensee will pay the Licensor's administration and legal costs and expenses relating to:

- (a) All statutory and planning requirement costs and administration costs incurred by the Licensor.
- (b) The negotiation, preparation, completion and stamping of this Licence.
- (c) The preparation and completion of any variation, renewal or deed recording review of rental.
- (d) Any breach of covenant or default by the Licensee.
- (e) The preparation and/or service of any notice under the terms of this Licence.

All review of rental pursuant to this deed shall at the option of the Licensor be recorded by deed.

MAINTENANCE AND CARE OF PREMISES

7.0 Care of Premises

The Licensee shall at all times during the term of this Licence take care to keep the premises tidy and remove any rubbish. On occasions when an event is planned the Parks and Gardens Unit on request will supply rubbish bins for the

duration of the event with the Licensee to pay all costs related to the use of the additional rubbish bins.

8.0 Toilets

If the premises contain toilets, sinks and drains then they shall be used for their designed purposes only and no substance or matter shall be deposited in them which could damage or block them.

9.0 Licensors Right of Inspection

The Licensee will permit the Licensor's officers and agents at all reasonable times to enter upon the premises in order to inspect and view the state and condition of the premises and also the conduct of persons within the premises AND within 14 days of receiving notice in writing from the Licensor to do so, will promptly and efficiently carry out all such renovations and repairs which may be required by such notice and which the Licensee is liable to do by virtue of this lease.

10.0 Licensor May Perform Licensee's Obligations

If the Licensee shall at any time be in default in performing or observing any of the covenants, conditions or agreements on the Licensee's part contained or implied in this Licence then it shall be lawful for but not obligatory upon the Licensor to perform or observe any such covenants, conditions or agreements either wholly or in part and the Licensee will upon demand pay to the Licensor all sums expended by the Licensor such sums to be treated as an advance to the Licensee and shall bear interest at the rate of 15% per annum computed from the date or dates of expenditure by the Licensor.

USE OF PREMISES

11.0 Limits on Use of Premises

11.1 The Licence permits the Licensee to use the premises for the purpose established in 11.2 below but does not



provide exclusive rights to the premises and at times when the Licensee has no organised events, practices or training in progress any member of the public may use the premises for any passive recreational activity.

- 11.2 The Licensee may not without the prior written consent of the Licensor carry on from the premises any activity except those objects for which the Licensee has been established, namely for the launching of hot air balloons and associated activities and the approval of the Licensor of such activities shall not be construed as a representation or warranty by the Licensor that the particular use is a permitted use in terms of the Operative District Plan for the area in which the premises are situated.
- 11.3 The Licensee will not without the prior written consent of the Licensor carry on from the premises any commercial operation or activity.

12.0 Premises Adjacent to Playing Field

If the premises are adjacent to but do not include a playing or sports field or ground then the Licensee will not permit its members to use such field or ground without first obtaining permission from the Parks and Gardens Manager.

13.0 Licensee's Rules of Internal Management

- 13.1 The Licensee warrants to the Licensor that its rules or constitution allow the public to join and the conditions of joining do not infringe the provisions of the Humans Rights Commission Act 1977 or any other Act in amendment or substitution of such Act.
- 13.2 The Licensee shall make such rules for the management and control of its members and for the conduct of persons using the premises as may be proper and necessary and not inconsistent with the terms of this deed. All such rules or any alteration to such rules shall before coming into force be submitted to and approved by the Licensor and if any dispute shall arise between the Licensor and the Licensee as

to the propriety of any rules such dispute shall be referred to arbitration in the manner provided in this deed. The internal management rules of the Licensee when adopted and approved shall be available if requested to persons using the premises.

14.0 Land and Buildings, Licensees Charge and Service of Notices

At all times the premises shall be in charge of a responsible member of the Licensee whose name, address and telephone number shall be supplied annually to the Licensor by the Licensee. Subject to the provisions of the Property Law Act 2007 any notice to be given by the Licensor to the Licensee shall be deemed sufficiently served if:

- (a) Delivered personally, or sent by registered post to the Licensee's last known addressor by facsimile, or by email;
- (b) If there is no current address for a responsible member, then by the notice being placed conspicuously on any part of the premises.

15.0 Maintain, Supervise and Control Use of Premises

The Licensee shall be responsible for the maintenance of any improvements undertaken on the premises with respect to the Licensee's activity.

16.0 Charging

If the Licensee wishes to charge an entrance fee as may be the case for a special event the Licensee may only do so with the written approval of the Licensor.

17.0 Liquor

The Licensee will not allow the consumption of any intoxicating liquor within the premises in contravention of any provision of the Sale of Liquor Act 1989 or any Act in amendment or substitution for such Act or of any Licence issued pursuant to such Act. Nothing contained in this



clause shall be construed as an approval by the Licensor to the consumption of intoxicating liquor within or the grant of any Licence in respect of the premises or compliance with any planning requirement relating to the consumption of liquor on the premises.

18.0 Prohibition on Advertising

The Licensee will not use any part of the premises for the purpose of displaying signs, hoardings or advertising matter whether incidental to the operations of the Licensee or for any other purpose without the prior written consent of the Licensor and the Licensee will at the termination of this Licence remove all painted or other signs, hoardings and advertising matter which have been placed on the premises with the consent of the Licensor.

19.0 Improvements

The Licensee shall not build any buildings or make any structural or other alteration to any buildings comprising part of the premises without the prior written consent of the Licensor and the Minister of Conservation.

20.0 Statutes and Regulations

The Licensee shall comply with the provisions of all statutes, ordinances, regulations and by-laws in any way relating to or affecting the premises or the use of the premises by the Licensee or other occupants and will also comply with the provisions of all licences, requisitions and notices issued, made or given by any competent authority in respect of the premises or their use by the tenant or other occupants.

21.0 No Noxious Use

The Licensee shall not:

- (a) bring upon or store within the premises any machinery, goods or things of an offensive, noxious, illegal or dangerous nature or of such weight, size or shape as is likely to cause damage to the premises;

- (b) use the premises or allow them to be used for any noisome, noxious, illegal or offensive trade or business, or;
- (c) allow any act or thing to be done which may be or grow to be a nuisance, disturbance or annoyance to the Licensor, other tenants of the premises or any other person.

#### GENERAL

##### 22.0 Licensee Not to Void Insurances

The Licensee shall not carry on or allow upon the premises any trade or occupation or allow to be done any act or thing which:

- (a) makes void or voidable any policy of insurance on the premises, or;
- (b) may render any increased or extra premium payable for any policy of insurance.

In any case where in breach of this clause the Licensee has rendered an insurance policy less effective or void and the Licensor has thereby suffered loss or damage the Licensee shall compensate the Licensor in full for such loss or damage.

##### 23.0 Production of Licensee's Accounts

The Licensee is required to produce to the Licensor annually during the term of the Licence a set of audited financial accounts including a statement of assets and liabilities and a profit and loss account.

#### DEFAULT

##### 24.0 Re-Entry

The Licensor may re-enter the premises at the time or at any time thereafter:

- (a) if the rent shall be in arrears 7 days after any of the rent payment dates;

- (b) in case of breach by the Licensee of any covenant or agreement on the Licensee's part expressed or implied in this Licence;
- (c) in the event of the insolvency, bankruptcy or liquidation of the Licensee;

And the term shall terminate on such re-entry but without prejudice to the rights of either party against the other.

25.0 Assignment and subletting

The Licensee will not assign, sublet or part with the possession of the premises or any part thereof without first advising the Licensors in writing, not less than two months before the proposed date of assignment, of the Licensee's intention to assign or part possession and obtaining the written consent of the Licensors provided that such consent shall not be arbitrarily or unreasonably withheld in the case of an assignment or subletting to a respectable financial and responsible proposed assignee or sub-tenant who will conduct from the premises a form of activity acceptable to the Licensors and such proposed assignee or sub-tenant will contemporaneously with such consent enter into a deed of covenant with the Licensors whereby the proposed assignee or sub-tenant shall covenant to perform and observe all the covenants, provisions and conditions of the Licensee contained or implied in this Licence.

GENERAL

26.0 Suitability

No warranty or representation expressed or implied has been or is made by the Licensors that the premises are now suitable or will remain suitable or adequate for use by the Licensee or that any use of the premises by the Licensee will comply with the by-laws or ordinances or other requirements of any authority having jurisdiction.

27.0 Arbitration

With the exception of fixing of rental by the Licensor all disputes and differences between the parties shall be submitted to the Arbitration of a single arbitrator if one can be agreed upon or to two arbitrators (one to be appointed by each party) and their umpire (appointed by them prior to their arbitration) such arbitration to be carried out in accordance with the provisions of the Arbitration Act 1996 or any then statutory provisions relating to arbitration. This clause shall not prevent the Licensor suing the Licensee for arrears of rent or other moneys payable by the Licensee.

28.0

The Licensee shall not enter into any contract or arrangement giving any party exclusive rights to sell and/or advertise any service or product in or at the premises or on the land of which the premises forms part.

Nothing in this Clause shall prevent the Licensee from entering into any contract or arrangement for a third party:

- (a) to sponsor the activity of the members of the Licensee by way of grant or donation,
- (b) requiring advertising of a service or product on the sporting uniform of members of the Licensee, or
- (c) for the sale and/or advertising of any service or product at the premises provided that such sale or advertising shall be on a non-exclusive basis and shall permit any user of the premises and/or of the land of which premises form part to sell or advertise any other service or product.

Any sale or advertising of any service or product in or at the premises shall be carried out in accordance with any statute, regulation, by-law or resource consent required for such purpose.

29.0 Interpretation

In this Licence:

- (a) "the Licensor" and "the Licensee" mean where appropriate the successors and permitted assigns of the Licensor and Licensee.





- (b) "the premises" mean the land and/or buildings of the Licensor comprised in this Licence and any buildings erected by the Licensee on the land of the Licensor.
- (c) Where the context requires or admits, words importing the singular shall import the plural and vice versa.

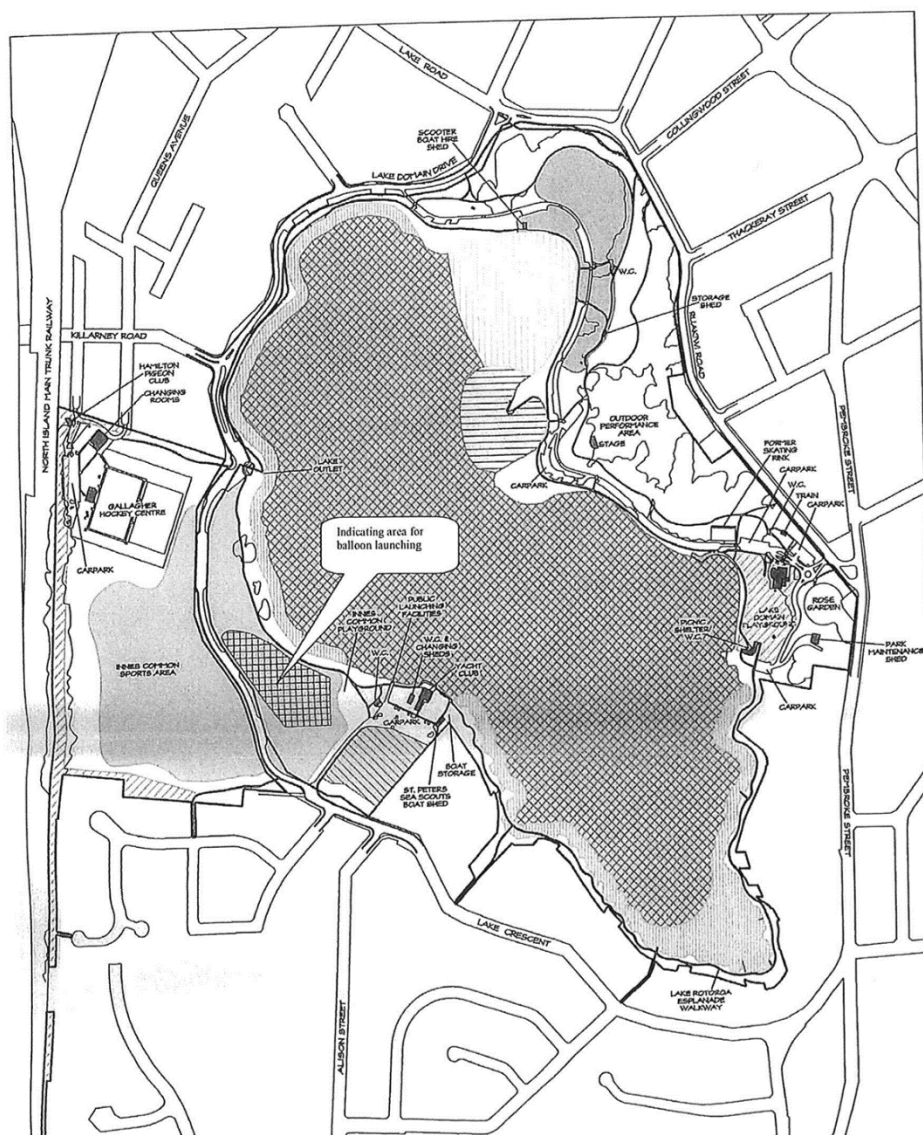
30.0

Special Conditions

The Licensee is required to:

- (a) Launch balloons between the hours of one hour before and three hours after sunrise, or between four and two hours before sunset.
- (b) Obtain Council approval to launch outside the times stated in clause 30(a).
- (c) Comply with the Aviation Authority's regulations.
- (d) Comply with the rules of the City's District Plan.
- (e) Maintain a Health and Safety plan.
- (f) Control the vehicles delivering the balloons on the park as permitted within the licensed area to minimise adverse effects to the park's surface.
- (g) Meet the cost of repairs of any damage to the park that may occur from these vehicles.
- (h) Accept that Council has the right to allow other balloonists to use the licensed area.
- (i) Note that the licensed area is not available for use by the Licensee when the Balloons over Waikato festival and Waitangi Day celebrations are held or when the area is booked for an event at least one month prior to it being held where the event requires use of the area during the permitted launching times for balloons, being one hour before and three hours after sunrise, or between four and two hours before sunset.





## Item 10

# Attachment 1

# Council Report

**Committee:** Community Committee **Date:** 02 March 2022  
**Author:** Caitlin Cresswell **Authoriser:** Helen Paki  
**Position:** Strategy and Policy Advisor **Position:** General Manager Community  
**Report Name:** Hamilton City Council Aquatics Strategy - Indicators and action plan

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To inform the Community Committee on the 'Hamilton City Council Aquatics Strategy' Indicators and Action Plan.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee:
  - a) receives the report; and
  - b) notes that annual progress reports on the strategy will be presented to the Community Committee, beginning late 2022.

## Executive Summary - *Whakaraapopototanga matua*

3. The Hamilton City Council Aquatics Strategy 2021-2031 (the Strategy) was adopted by the Community Committee on 25 November 2021 ([agenda](#) and [minutes](#)). The Strategy was initiated to enable greater strategic direction to inform decision making for Council owned and supported facilities and services.
4. Following the adoption of the Strategy, indicators and an action plan have been developed to detail its implementation and how we will monitor progress.
5. Staff recommend that the Community Committee receive the report on the Strategy Indicators and Action Plan and note the progress of the Strategy will be reported to the Committee on an annual basis.
6. Staff consider the decisions in this report to have low significance and that the recommendations comply with Council's legal requirements.

## Background - *Koorero whaimaarama*

7. Aquatic spaces provide opportunities for recreation, water safety education, fitness in a water setting, and social connections for residents and visitors alike.
8. Council owns and operates two facilities: Waterworld in Te Rapa and the Gallagher Aquatic Centre in Melville.

9. Council also provides operational grants to five “partner pools” (Fairfield College, Hillcrest Normal School, Te Rapa Primary, Waikato University, Hamilton Boys High School) across the city to ensure community access in summer and to alleviate peak demand on main facilities. (Note: Hillcrest Normal School did not operate this summer due to resourcing constraints).
10. A pool in Rototuna is in the final stages of negotiations through a public/private partnership arrangement. Once constructed this pool will also receive operational grants from Council to ensure the year-round provision of aquatic services to the north east of Hamilton City.
11. Significant capital investment into aquatics has been made in recent years, including a total capital investment of \$7,612,000 between 2018/19 and 2020/21 and budgeted capital investment of \$12,115,000 in between 2021-22 – 2023/24 of the 2021-31 Long Term Plan.
12. The Aquatics Strategy sets a clear strategic direction for the provision of aquatic facilities and services, helps to align further funding decisions, and clarifies the role of Council in delivering aquatic services to the community.
13. Following the adoption of the Strategy, indicators and an action plan have been developed to detail the implementation of the Strategy and monitor progress.

### Discussion - *Matapaki*

14. The actions were developed by using feedback from stakeholders, Elected Members, and Maangai during the development of the Strategy.
15. The Strategy’s progress will be monitored through indicators developed for each outcome area:
  - i. **Community** - Facilities and services that are welcoming and inclusive to all.
    - I. **Indicator 1** - Visitors to our aquatic facilities each year
    - II. **Indicator 2** - The number of high-quality partnership programmes
  - ii. **Competition and training** - Clubs, high performance swimming and events are promoted and supported at our facilities.
    - I. **Indicator** - The percentage of key regional and national events held at Waterworld
  - iii. **Play** - Informal recreation, leisure, and play is embraced, promoted, and planned at our facilities.
    - I. **Indicator** - Customers who agreed they ‘had fun’
  - iv. **Water Safety** - Aquatic facilities complement the use of the natural water sources for swimming and recreation and support safer use of these spaces.
    - I. **Indicator** - Hamilton City Council offers opportunities for our community to learn to be safe in and around water
16. A report on the Strategy’s delivery progress will be provided on an annual basis.
17. The Strategy has alignment with several of Council’s existing plans, policies and strategies, including:

|                   |   |
|-------------------|---|
| Play Strategy     | Aquatic facilities provide low-cost opportunities for both structured aquatic fitness training and informal recreation and play.  |
| He Pou Manawa Ora | <p>Aquatic facilities can support the implementation of He Pou Manawa Ora, especially with the following two pillars:</p> <ol style="list-style-type: none"> <li>i. He Pou Toorangapuu Maaori (Unity) – opportunity to increase Maatauranga Maaori (Maaori knowledge) to inform infrastructure, community and organisational development</li> </ol> |

|                                   |   |
|-----------------------------------|---|
|                                   | ii. He Pou Manawa Taurikura (prosperity) – opportunity for facilities and services to support Maaori wellbeing – this may be through programmes and classes.  |
| Disability Policy and Action Plan | Aquatic facilities are highly used by residents with disabilities – continued investments are being made to ensure facilities remain accessible to all of the community, but also to ensure services are responsive to all as well.       |
| Hamilton Age Friendly Plan        | As Hamilton’s population ages, there will be increasing demand for aquatics to be responsive to the needs of older residents. This includes both accessible facilities but also services and classes that meet the needs of older people. |

18. The Strategy also strongly aligns with several national and regional strategic documents such as the [Waikato Regional Aquatics Facilities Plan](#); the [Waikato Regional Active Spaces Plan](#) and the [National Aquatics Facilities Plan](#).
19. Swimming in the River
20. The Aquatics Strategy does not lay out the strategic direction for swimming in the river. There are a number of popular swimming spots in the Waikato river including at Wellington Street and at the Hamilton Gardens. Both of these sites are popular ‘bombing’ sites.
21. Staff are currently working with Swimming Waikato, Sport Waikato, and Swimming NZ to develop some principles and strategies to increase safety in the river. This will be addressed in a separate report to the Community Committee prior to the next summer season. There has been funding allocated in years 3 and 4 of Council’s Long Term Plan to investigate infrastructure options that would also enhance safety.
22. The Aquatics strategy does have a focus on water safety which includes provision of programmes to teach skills and knowledge for safe swimming in a range of environments, including the Waikato river.

### **Financial Considerations - *Whaiwhakaaro Puutea***

23. The development of strategies and policies is a regular operating activity funded through the Long-Term Plan.
24. Projects within the action plan will be incorporated within current operating budgets. Any projects that cannot be funded through current operating budgets will be considered through future Annual Planning and Long Term Planning processes.

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

25. Staff confirm that the recommendation complies with the Council’s legal and policy requirements.

### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

26. 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’).
27. 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.
28. The recommendations set out in this report are consistent with that purpose.

## Social

29. Aquatic facilities and services strongly contribute to social wellbeing in Hamilton. Pools are viewed as low-cost options for family activities and a great place for social connection. Aquatic services support social wellbeing – including a range of recreational and leisure assets, the gym and café, and classes that encourage social interaction. The Strategy action plan and indicators reflects this and has a core focus on using facilities to improve social cohesion in Hamilton.

## Economic

30. Aquatic facilities contribute to economic wellbeing by providing a regionally recognised space for competitive aquatic activity, school events and training facilities for high performance athletes. This contributes to Hamilton's profile as an attractive and liveable city. The Strategy action plan and indicators recognises its role and has actions focussed on the role of facilities in supporting regionally significant events.

## Environmental

31. Aquatic facilities contribute to environmental wellbeing through improved systems and processes that minimise the environmental impact of pools. Public and active transport links to both facilities are also being analysed for improvements to reduce the dependency of car trips to access pools. The Strategy action plan includes actions that support residents safely swimming or using natural water sources in the city and improving overall water safety, to enable positive experiences for residents.

## Cultural

32. Water holds strong significance for Maaori, and ensuring aquatic services are responsive to this is important. The Strategy has strong links to He Pou Manawa Ora and can play a role in developing Mana Whenua values for the city. Aquatic facilities are also regularly used by a wide range of other cultural groups for a range of recreational activities. The Strategy action plan has a focus on these activities and aims to enhance them in the future to ensure all Hamiltonians share a high value for aquatic facilities.

## Risks - *Tuuraru*

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

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

### Significance

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



### Engagement

35. Community views and preferences are already known to the Council through engagement with key stakeholders during the development of the strategy. This has included targeted surveys and also face to face conversations where possible. These conversations have been used to inform the action plan.
36. The Strategy was presented to Te Ngaawhaa Whakatupu Ake at the 20 October 2021 Hui. In particular, feedback was sought on the links between the draft strategy and inclusion of He Pou Manawa Ora and the strategies summary of the He oranga too te wai – Water as the source of life. This session was used to inform the development of the action plan.
37. Community engagement will precede any significant capital projects that are undertaken in the future as a result of the action plan.
38. Given the low level of significance determined, the engagement level is low. No engagement is required.

### Attachments - *Ngaa taapirihanga*

Attachment 1 - Hamilton City Council Aquatics Strategy - Indicators and action plan 2022

Attachment 2 - Hamilton City Council Aquatics Strategy 2021-2031

## Hamilton City Council Aquatics Strategy 2021-2031

**Vision:** Hamilton's aquatic facilities are viewed as a vibrant and exciting community spaces that residents and visitors want to visit

**Purpose:** Hamilton City Council is recognised as a leader in safety and best practice whilst providing high-quality facilities and services to the community.

### Strategy indicators:

| OUTCOME AREA  | INDICATORS  |
|---|---|
| HAPORI - COMMUNITY:<br>We provide aquatic facilities and services that are welcoming and accessible to everyone.  | 1. Visitors to our aquatic facilities each year.<br>2. The number of high-quality partnership programmes. |
| HAKINAKINA - COMPETITION & TRAINING:<br>Clubs, high-performance swimming and events are promoted and supported at our facilities.                                     | The percentage of key regional and national events held at Waterworld.                                    |
| TAAKARO - PLAY:<br>Informal recreation, leisure and play is embraced, promoted and planned at our facilities.   | Customers who agreed they 'had fun'.  |
| HAUMARU WAI - WATER SAFETY:<br>Aquatic facilities complement the use of the natural water sources for swimming and recreation, and support safer use of these spaces. | Hamilton City Council offers opportunities for our community to learn to be safe in and around water.     |

## Action Plan: HCC

| OUTCOME AREA   | GOAL  | FOCUS   | ACTION  | TIMELINES | STATUS |
|--|---|---|---|-----------|--------|
| HAPORI COMMUNITY:<br>We provide aquatic facilities and services that are welcoming and accessible to everyone. | We enable different users to access our facilities and services.  | We will better understand the current and future needs of service users and non-users.  | Staff will consider the needs of our community through the introduction of a new user data system and focus on removing barriers for groups who are not currently using our aquatic services. | Yr 1      |        |
|  |   | We will promote inclusion and remove barriers to participation.   | Exploration of resources and education that promotes inclusion in our aquatic services and interventions to reduce barriers for underrepresented groups.                                      | Ongoing   |        |
|  |   | We will ensure that our facilities can be accessed by everyone.   | Audit of accessibility barriers and introduction of interventions to increase focus on equitable access.  | Yr 2-3    |        |
|  | We partner with other organisations to deliver aquatic services to our customers  | We will update partnership agreements to include specific outcomes.   | Asset and operational assessments of all Partner Pools to ensure delivery of outdoor seasonal space for our community to play, train and learn.   | Yr 1      |        |
|  |   | We will seek new partnership opportunities to improve access for sectors of our community to aquatic facilities and services. | Partnership discussions with external organisations.  | Yr 1-5    |        |
| HAKINAKINA COMPETITION & TRAINING:<br>Clubs, high-performance swimming and events are promoted and             | We work with sports clubs and organisations to ensure that our facilities continue to support high performance athletes and | We will understand for the needs of high performance user groups.   | Focus on maintaining and developing strong relationships with current and emerging sport clubs and organisations.   | Ongoing   |        |

| OUTCOME AREA  | GOAL  | FOCUS  | ACTION   | TIMELINES | STATUS |
|---|---|--|--|-----------|--------|
| supported at our facilities   | competitive swimmers  |  |  |           |        |
|   | Waterworld is recognised as a key facility for regional and national events               | We will maintain and invest in facilities at Waterworld to ensure it retains its level 2 FINA rating                           | Awareness of Level 2 FINA rating requirements considered in planning for all capital projects and the master plan development.   | Ongoing   |        |
|   |   | We will focus on growing Waterworld's reputation and increasing the number of regional/national events held at the facility    | Explore future event possibilities and partnerships with other event providers.  | Ongoing   |        |
| TAAKARO PLAY: Informal recreation, leisure and play is embraced, promoted and planned at our facilities | We actively improve and increase recreation, leisure and play opportunities               | We will better understand current and future requirements for informal play and recreation.                                    | Effectively timetable formal use/lane swimming to create more space for informal play and recreation.  | Yr 1-3    |        |
|   |   | We will work with our partners to provide relevant programmes and services.  | Explore water play options through Long Term Planning process.   | Yr 2      |        |
|   |   | We will work with our partners to identify and provide additional aquatic space where needed.                                  | Explore options for new and interesting programming e.g. bombing and aqua playgroup.   | Yr 2      |        |
|   | We provide the infrastructure required to support play at our facilities                  | We will monitor trends to understand future requirements for play, and plan infrastructure provision and renewals accordingly. | Look for creative ways to enhance the play experience and address barriers to the programming and delivery of a variety of play options e.g. repainting walls with interactive elements through current renewal budgets. | ONGOING   |        |
| HAUMARU WAI WATER SAFETY: Aquatic facilities complement   | Together with our partners, we provide programmes and services to support safer water use | We will use partnerships to strengthen our water safety messaging to more people in the community.                             | Collaborate with other organisations, councils, Iwi, Haapuu, Maata Waka and other deliver effective messaging to the community.  | Yr 1-3    |        |
|   |   | We will provide programmes that address the skills and knowledge required for safe swimming in a                               | The development of new programmes that address the skills and knowledge required for safe  | Yr 1-3    |        |

Hamilton City Council Aquatics Strategy 2021-2031  
Action Plan

| OUTCOME AREA  | GOAL | FOCUS   | ACTION   | TIMELINES | STATUS |
|---|------|---|--|-----------|--------|
| the use of the natural water sources for swimming and recreation, and support safer use of these spaces |      | range of environments, including the Waikato River. | swimming, prioritising high risk populations and environments. |           |        |



Item 11

Attachment 2





Waikato awa, he piko he taniwha, he piko he  
taniwha, Waikato taniwharau

*Waikato river, on every bend a taniwha/chief,  
Waikato of many taniwha/chiefs*



|   |           |
|---|-----------|
| <b>INTRODUCTION/OVERVIEW</b> Tiimatanga Koorero               | <b>2</b>  |
| Water recreation in natural sources                           | <b>3</b>  |
| <b>VISION &amp; PURPOSE</b>                                   | <b>4</b>  |
| Our Vision and Purpose - what do they mean?                   | <b>5</b>  |
| <b>OUTCOME AREA 1: COMMUNITY</b> Hapori                       | <b>7</b>  |
| <b>OUTCOME AREA 2: COMPETITION &amp; TRAINING</b> Haakinakina | <b>8</b>  |
| <b>OUTCOME AREA 3: PLAY</b> Taakaro                           | <b>9</b>  |
| <b>OUTCOME AREA 4: WATER SAFETY</b> Haumaru Wai               | <b>10</b> |
| <b>HE POU MANAWA ORA</b> Pillars of wellbeing                 | <b>11</b> |



# INTRODUCTION/ OVERVIEW

## Tiimatanga Koorero

Swimming, water sport and play has been a common feature of life for many in Hamilton, and is an important contributor to wellbeing. Residents have long sought out and valued spaces and places where our community can interact with water.

The Waikato River has traditionally been a place for swimming and water play. For Māori, water is paramount to taha tinana (physical) and taha wairua (spiritual) hauora (well-being), a taonga (treasure) of considerable value bound in a mauri (life force) of whakapapa (genealogy) and ancestral histories. The role of the river is especially important given Hamilton's location as an inland city where coastal swimming is not possible.

For others, aquatic facilities have met the need for swimming and water fitness. Public pools have been a key part of Hamilton for several decades.

Waterworld was opened in 1976 and continues to be the premier aquatic location in the Waikato, supported now by council-owned Gallagher Aquatic Centre and a

large number of privately owned facilities and school pools. The network of pools within Hamilton provides opportunities for participation within 20 minutes of community members' homes. As the city grows, transportation options that enable accessibility will need to be considered.

Over time, these facilities have grown to become more than just spaces for swimming, but venues for events, classes, and social interaction and can be viewed as critical community facilities.

Hamilton City Council has made significant investment into keeping these facilities open and operating to a high standard. However, there has not been a strategic direction that clearly defines what council's role is in the provision of aquatics facilities and strategies in Hamilton. The development of this strategy addresses this issue, and will allow council to make more consistent decisions that align to a vision for aquatics now and into the future.

The strategy does not sit in isolation but is connected to many existing strategies, plans

and policies. It is also supported by non-council owned facilities as well. Although the strategy is focused on what the roles of Hamilton City Council is in the provision of aquatic facilities and services, there are many other relevant organisations contributing to this and we will need to work together with our partners and the whole community to deliver the outcomes in the Aquatics Strategy.

Funding for specific initiatives will be considered through our annual planning cycles and we will also use this document to encourage others to lead initiatives that deliver on our shared aspirations for Kirikiriroa/Hamilton.

The Strategy has been designed as a long term and broad vision for council's role in aquatics from 2021-2031, it is not intended to be a detailed workplan. It is supported by relevant statistical information and goals to start to bring the strategy to life. If successfully implemented, the strategy will help to guide all future decisions made around council's investment in aquatics and better explain what we do and why.



# Water recreation in natural sources

The primary focus of this strategy is on the provision of aquatic facilities and services. However, recreation in and on natural water sources is a common pastime of many in Hamilton, largely the Waikato River.

An 11km stretch of the river runs through the heart of Hamilton and is commonly used for recreational purposes. Council will strive to align outcomes and activities between recreational water use and activities of aquatic facilities where possible.

Activities on, in and around the Waikato River are a key component of the River Plan. Significant investment

is being made into river infrastructure that will allow greater access to the river for recreational use, while also considering issues relating to water safety.

The Aquatics Strategy can complement the work of the river plan by an increased focus on water safety and building of skills to enable people to recreate in the river safely.

The Strategy will also ensure that Hamilton City Council keeps a strong focus on national and regional actions relating to recreational use of natural water sources and aligns activities where possible.

# VISION

Hamilton's aquatic facilities and services are viewed as vibrant and exciting community spaces and programmes that residents and visitors want to visit.

# PURPOSE

Hamilton City Council is recognised as a leader in safety and best practice whilst providing high-quality facilities and services to the community.

## OUTCOME AREA 1

### COMMUNITY Hapori

Facilities and services are welcoming and inclusive to all.

## OUTCOME AREA 2

### COMPETITION AND TRAINING Haakinakina

Clubs, high-performance swimming and events are promoted and supported at our facilities.

## OUTCOME AREA 3

### PLAY Taakaro

Informal recreation, leisure and play is embraced, promoted and planned at our facilities.

## OUTCOME AREA 4

### WATER SAFETY Haumarū Wai

Aquatic facilities complement the use of the natural water sources for swimming and recreation and support safer use of these spaces.

# Our Vision and Purpose – what do they mean?

The vision and purpose guide the facilities and services and where we plan to take them in the future.

## Vision

Hamilton's aquatic facilities and services are viewed as vibrant and exciting community spaces and programmes that residents and visitors want to visit.

The vision describes the intended future vision for aquatic services and facilities. This is what pools will look like in the future if the strategy is successfully implemented. The vision acknowledges the critical role that aquatics play in the wellbeing of a large number of Hamilton residents and visitors.

## Purpose

Hamilton City Council is recognised as a leader in safety and best practice whilst providing high-quality facilities and services to the community.

The purpose describes what council's role will be in delivering to the vision for aquatic facilities and services. Although Council are not the only providers of these facilities and services in Hamilton, publicly-

owned facilities at Waterworld and Gallagher's Aquatic Centre are central to Hamilton's overall provision.

The following pages describe in more detail how each of the outcome areas contributes to the vision and purpose of the strategy.

## Engagement

This strategy has been developed through a mixed methodology engagement process.

*Targeted consultation:* Key stakeholders (including current user groups and groups who were identified as low users of aquatic facilities) were contacted for a targeted consultation.

Stakeholders were provided the opportunity to either provide feedback through a one on one discussion with staff members or through an online survey platform.

Our customers at Waterworld and Gallagher Aquatic Centre were provided the opportunity to provide feedback through a survey. Two posts were shared

on the 'Hamilton Pools' Facebook profile which had 171 comments and a total of 200 engagements.

## What we heard

The themes of the feedback related mainly to the strategy being more aspirational, more encompassing of aquatic sport rather than just competitive swimming and demonstrate how the outcomes will be achieved.

The social media feedback highlighted an improvement in how we communicate with our customers in regards to operational matters and improved consistency in the delivery of our programmes and services.

Our customers want Waterworld and Gallagher Aquatic Centre to deliver more opportunities for fun and play. From this consultation the vision was developed to reflect the future focus of aquatics as a visitor destination and outcome area 2 to be inclusive of aquatic sports.

Goals and focus areas were added as a measure to each outcome.





# OUTCOME AREA 1: COMMUNITY Hapori

## Facilities and services are welcoming and inclusive to all

Aquatic facilities already attract a wide variety of users at all stages of life.

- Learn to Swim classes (all age groups)
- Hydrotherapy pool (older people, people with disabilities, people rehabbing from injuries)
- Fitness classes, both in the pool and in the on-site gym at Waterworld

It is likely that the demand for these facilities and services will grow into the future. Hamilton's population is ageing (currently 11.6% of the population is aged 65+, expected to grow to 12.5%

by 2043), and the number of people who identify as having a disability is one in four.

Ensuring that these users are considered in future planning will be critical to achieving the vision of enhancing wellbeing through aquatic facilities and services.

However, it is not just about facilities and services in and of themselves. Waterworld and Gallagher Aquatic Centre are both seen as critical community facilities in their own right – places for gatherings and social interactions.

The relatively low entry cost and network of facilities makes them an affordable and accessible option for large parts of the community to take part in physical activity, but also to connect with friends and family.

Hamilton also has one of the most ethnically diverse populations in New Zealand. This provides opportunities to consider how aquatic facilities can be more welcoming to all cultures and communities – services and programming may be different for various groups.

### Goal A

We enable different users to access our facilities and services

### Focus Areas:

- We will understand and continue to monitor, who our users are and what they use our facilities for
- Using this information, we will plan for the future and changing needs of our customers
- We will promote inclusion of all our customers
- We will remove barriers to participation
- We will ensure that our facilities can be accessed by everyone

### Goal B

We partner with other organisations to deliver aquatic services to our customers

### Focus Areas:

- We will update partnership agreements to deliver specific outcomes
- We will seek new partnership opportunities to improve access for sectors of our community to aquatic facilities and services

## OUTCOME AREA 2: COMPETITION & PERFORMANCE Haakinakina

### Clubs, high-performance swimming and events are promoted and supported at our facilities

Whilst the way that aquatic facilities are used is constantly changing, a critical part of this has always been competitive swimming and water sports, and will continue to be.

Waterworld especially is an essential facility for local and regional swim meets, but also for associated lane swimming and club training. Other aquatic sports such as water polo and diving are also frequent users of the space.

Waterworld is the largest aquatic facility in the Waikato and currently has Level 2 FINA Rating, allowing it to hold regional and national swim events. Water polo, surf lifesaving and diving events are common features at Waterworld.

These events create economic benefits for the Hamilton economy, and there is potential to grow Waterworld's reputation and increase its use for events over time.

#### Goal A

We work with sports clubs and organisations to ensure that our facilities continue to support high performance athletes and competitive swimmers

#### Focus Areas:

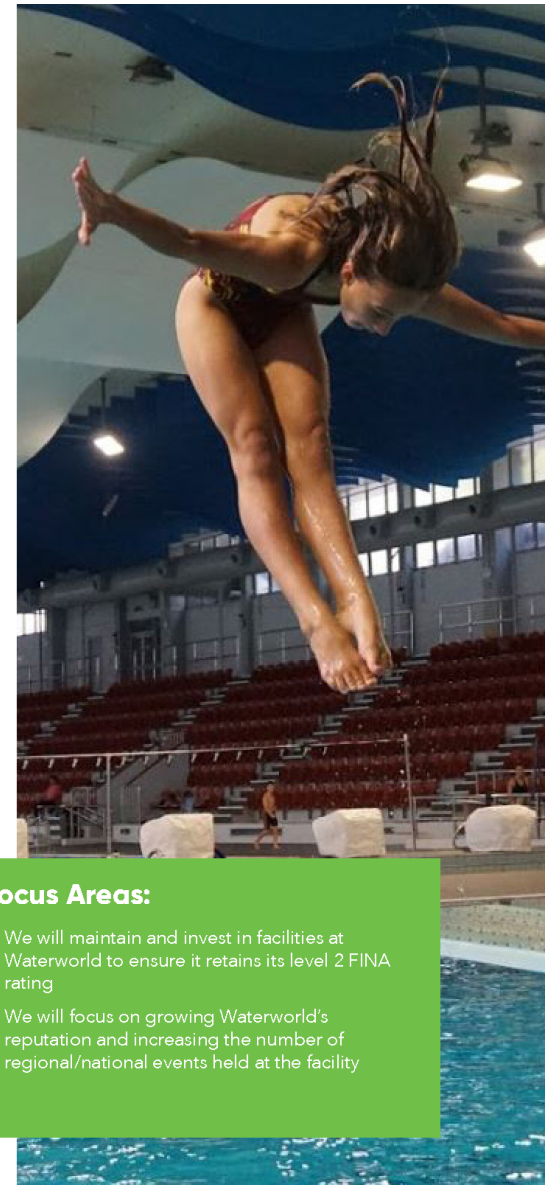
- We will understand and continue to monitor who uses our facilities and what they are used for
- Using this information we will plan for the future and changing needs of sports clubs and organisations

#### Goal B

Waterworld is recognised as a key facility for regional and national events

#### Focus Areas:

- We will maintain and invest in facilities at Waterworld to ensure it retains its level 2 FINA rating
- We will focus on growing Waterworld's reputation and increasing the number of regional/national events held at the facility





## OUTCOME AREA 3: PLAY Taakaro



### Informal recreation, leisure and play is embraced, promoted and planned at our facilities

Aquatic spaces are routinely used for non-competitive activities. Approximately half of the users attending Waterworld and GAC are doing so for informal recreation, leisure or play purposes. This is especially true in summer months.

Council's Play Strategy (2019) provides clear evidence that a larger number of people are engaging in play and informal recreation as a means of staying physically active as opposed to organised sporting pursuits. This is a trend that can clearly be seen in aquatic spaces, both locally and more widely.

Aquatic facilities are a key part of Hamilton's "Play Infrastructure" – they provide a low cost opportunity for play and physical activity for all ages.

Currently, facilities are provided for play purposes. These include hydrosides, inflatables and splash pads but more investment will be needed in the future. Council also provides regular funding to "partner pools" around the city to meet the increased demand for pool space in summer months, almost entirely for play and informal recreation.

#### Goal A

We actively improve and increase recreation, leisure and play opportunities

#### Focus Areas:

- We will seek to understand our user's requirements both now and into the future for informal recreation, leisure and play
- We will work together with our partners to provide relevant programmes and services
- We will work together with our partners to identify and provide additional aquatic space where needed through initiatives such as the "partner pool" initiative

#### Goal B

We provide the infrastructure required to support play at our facilities

#### Focus Areas:

- We will monitor trends to understand future requirements for play and plan infrastructure provision and renewals around this

## OUTCOME AREA 4: WATER SAFETY

Haumaru Water

### **Aquatic facilities complement the use of the natural water sources for swimming and recreation, and support safer use of these spaces**

As New Zealand's largest inland city, Hamilton's residents have a different experience with recreation in natural water bodies compared to other parts of the country.

The Waikato River is of course a key source for those who want to experience recreation in natural water, but also has inherent risks as a flowing body of water. From this perspective, pools and aquatic facilities play a different role than they may do in other cities.

This strategy acknowledges that the river is an important feature for recreation in the city. A large amount of recreation occurs either in or on the river already and there are several places in Hamilton where swimming is common in summer months, including Hamilton Gardens and Wellington St Beach.

Aquatic Facilities have an important role in promoting swimming skills and water safety to ensure that residents know how to access the river safely.

#### **Goal**

Together with our partners, we provide programmes and services to support safer water use

#### **Focus Areas:**

- We will actively look for better ways to deliver the safer use of water message to the wider community along with our partners
- We will provide programmes that address the skills and knowledge required for accessing a variety of water sources, including the Waikato River





# HE POU MANAWA ORA

## Pillars of wellbeing

is another council strategy which outlines Hamilton City Council's vision for a city that celebrates its whole history, including its unique Maaori heritage, and ensures everyone has a voice in developing its future.

Due to the significance of water for Maaori we have linked this strategy to He Pou Manawa Ora, using the pillars of History, Unity, Prosperity and Restoration to support our vision of aquatic facilities and services that are viewed as vibrant and exciting community spaces and programmes that residents and visitors want to visit.

### PILLAR OF HISTORY

#### HE POU MANAWA KOORERO

*A pillar that reminds us of the value of our unique history of language, people, place and our commitment to acknowledge and respect our uniquely different values and qualities.*

The Koorero pou links with the ongoing influence of the strategy through the inclusion of Maaori stories, weaving of Maaori language and local narratives at the Hamilton pools. One way that this is planned is through the inclusion of signage at the pools to help bring the histories of Te Rapa, and of Waterworld as a place, to life.

### PILLAR OF UNITY

#### HE POU TOORANGAPUU MAAORI

*A pillar that gives recognition to Maaori values, knowledge and aspirations.*

*Maaori are equal partners and contributors to the wellbeing of people, place, environment and our shared future.*

The Toorangapuu pou links to the strategy through the opportunity to increase Maatauranga Maaori (Maaori knowledge) to inform infrastructure, community, and organisational development.

Staff will be involved in professional development to help develop cultural capability and foster the organisation's bicultural commitment.

### PILLAR OF PROSPERITY

#### HE POU MANAWA TAURIKURA

A pillar that provides safety, security and opportunity for individuals, whaanau, and communities to live their best lives and prosper spiritually and economically.

The Taurikura pou links to Hamilton Pool's facilities and services supporting Maaori wellbeing and the Maatauranga Maaori developed through programmes and classes.

For instance, the development of new 'learn to swim' programmes Akona te kauhoe and through increased employment/career opportunities for Maaori staff members at Hamilton pools to promote representation.

### PILLAR OF RESTORATION

#### HE POU MANAWA TAIAO

A pillar that reminds us of our connection to, reliance on, and responsibility to care for the natural and physical world.

The Taiao pou links to the integration of environmental projects, issues, and outcomes.

Through the water safety pillar we support interaction with natural water like Waikato river, lakes, and wetlands, which promotes protection of these spaces.

We will also look at how our sites embrace the natural areas that surround them, promoting engagement with these spaces too.

## HE ORANGA TOO TE WAI - water as the source of life

Water is the source of life, vital to all living things. Most our human body is water, much of the earth's surface is covered by water, and each day we need to consume water to survive.

For Maaori, water is paramount to taha tinana (physical) and taha wairua (spiritual) hauora (well-being), a taonga (treasure) of considerable value bound in a mauri (life force) of whakapapa (genealogy) and ancestral histories.

Water is also linked closely to identity (ko wai koe?), food (kai), healing and ritual, protection (kaitiakitanga), transport, play and place. Water stems from the relationship of Papatūānuku (Mother earth) and Ranginui (Sky father).





# Council Report

Item 12

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Paul Blewman

**Authoriser:** Helen Paki

**Position:** City Safe Operations Manager

**Position:** General Manager Community

**Report Name:** Civil Defence Emergency Management (CDEM) Quarterly Update

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To inform the Community Committee of the progress on the shared service arrangement with Waikato Regional Council for delivering Civil Defence Emergency Management (CDEM) activity on behalf of Hamilton City Council for the October to December 2021 quarter.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee receives the report.

## Executive Summary - *Whakaraapopototanga matua*

3. In August 2016, the Council approved a service level agreement with Waikato Regional Council (via the Waikato Group Emergency Management Office) to deliver Hamilton City Council's Civil Defence Emergency Management (CDEM) for a term of six years and nine months.
4. A condition of the service delivery contract for delivery of CDEM services is that CDEM reports quarterly to the Community Services and Environment Committee (now the Community Committee) on the performance and delivery of the work plan and updates on other deliverables.
5. The report by the Waikato Group Emergency Management Office Team Leader (**Attachment 1**) covers the period October to December 2021 and outlines achievements in the yearly workplan. The workplan has been reshaped this financial year to reflect the priority areas identified in the most recent local and group external monitoring and evaluation reports.
6. Updates are included on the following issues:
  - i. Hamilton Covid 19 responses
  - ii. National Emergency Management Agency (NEMA) trifacta programme
  - iii. Implementation of the WHISPIR communication platform
7. Staff consider the matters in this report have low significance and that the recommendations comply with the Council's legal requirements.

## Discussion – *Matapaki*

### Covid-19

Item 12

8. In the lead up to Christmas there were several important changes in the government Covid 19 response. Parts of the Waikato, including Hamilton had been in various levels of lockdown since 17 August 2021. In December the government introduced the Traffic Light system. People became free to travel around the country and restrictions were eased.
9. Unlike the Covid responses in 2020, the lead agency for the current outbreak was the Ministry of Health. The role of CDEM changed to responsibility for provision of consistent community messaging and maintaining regional intelligence. Hamilton Civil Defence Emergency Management was activated in a limited way to provide frontline welfare assistance, to support local food providers, and to provide practical engagement and support to iwi, agencies, and a range of community providers. CDEM were tasked with providing emergency welfare services to communities, whanau, or individuals, where there are no other means of support available.
10. Hamilton City Council's Community and Social Development Team organised extensive funding through MSD for agencies providing Food boxes. Civil Defence Emergency Management have maintained support for the District Health Board (DHB) – led Covid testing centres and vaccination centres. This support has included provision of traffic management services, facilitating additional pop-up locations, community messaging, and general welfare support.
11. Communications and information was openly shared and discussed between Iwi and Local Controllers throughout.
12. A regional Civil Defence response was activated based on the 'hub and spoke' model that has been previously reported to this Committee. This resulted in the Waikato CDEM response being coordinated through a regional coordination centre based in the Genesis building supported by staff contributions from each local authority. This approach was implemented to prevent duplication of effort across the region and to ensure that required responses could be sustained for a lengthy period if required.

### National Emergency Management Agency (NEMA) trifecta programme

13. NEMA are replacing the CDEM Act 2002 and have conducted a stakeholder survey on technical matters. The CDEM Group compiled and submitted feedback by the due date of 11 February 2022. The Minister intends to have a Bill drafted and presented before the end of the year and this will go through normal submission processes.
14. NEMA are also reviewing the National Plan and the guide to the National Plan. This sets out roles and responsibilities of agencies where they are not included in the CDEM Act. The final part of the "trifecta" will be a roadmap for implementation of the National Disaster Resilience Strategy (2019).
15. The impacts on local government and the timelines of the trifecta are not yet clear. It is anticipated that Hamilton City Council will remain involved in Group wide submissions and feedback on this programme.
16. The Coordinating Executive Group and Joint Committee will receive workshops and information to keep local authorities informed and enabled to make submission or give feedback as required.

## Implementation of the WHISPIR communication platform

17. WHISPIR is a common communication platform which allows for quick and efficient warnings to public and alerts to staff and stakeholder organisations that something has occurred and response is required. How the contact is made, and the method used, can be tailored to suit the organisational needs as well as personal preferences. The platform will allow Councils to use the platform to meet their own operational needs but is primarily an emergency management resource.

## General

18. The planned Tier 2 Regional CDEM Exercise that was scheduled for November 2021 has been rescheduled until early in 2022 because of the ongoing CDEM commitments to Covid activities. The National Exercise Programme dictates that a Tier 2 (Regional or Group exercise) is required to be held each year.
19. The 2022 training calendar has been set. Training will continue despite the Red Light setting currently in place. More emphasis on online training is expected this year as resources are developed by NEMA.
20. Access to Articulate360, an online training building platform, has been made available by the Group office which will enable tailored online training for HCC staff as required

## Financial Considerations - *Whaiwhakaaro Puutea*

21. The total cost of the shared service contract approved by Council in 2016 was \$3.1M spread over the six years and nine-month life of the contract at an annual contract cost of \$480,000.

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

22. Hamilton City Council is obligated by section 64 of the Civil Defence Emergency Management Act to 'plan and provide for civil defence within its district'.

## Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

23. 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 wellbeing's').
24. The subject matter of this report has been evaluated in terms of the 4 wellbeing's during the process of developing this report as outlined below.
25. The recommendations set out in this report are consistent with that purpose.

## Social

26. CDEM activity is intended to build resilience within communities and to assist in developing preparedness within the community to be able to respond to an emergency; therefore, it has a direct benefit to the social wellbeing of the city.

## Economic

27. An emergency event of significance can have a major impact on the economic wellbeing of the city. The investment in reduction and readiness activity and a continued focus on developing resilience across all groups within the city could help to lessen the potential economic impact of such an event. A principle focus of this work is to encourage the development and testing of business continuity plans within the business community.

### Environmental

28. CDEM activity is premised upon understanding the environmental wellbeing of the city and how emergency events – both natural and man-made – could significantly impact on and change the future wellbeing state. Reduction activity is designed to lessen or minimise the impact of such events.

### Cultural

29. The planned application of emergency management activity is focused across all cultures and groups within the city. Emphasis is placed on working in partnership with Kirikiriroa/Hamilton's mana whenua. There has been added focus on Tangata Whenua and migrant groups to enhance the understanding and application of emergency management at individual, family (whanau) and group (hapuu and iwi) level and how to prepare for and respond to an emergency event.

### Risks - *Tuuraru*

30. The shared service contract with the Group Emergency Management Office for the method of service delivery does not release Council from its obligations and accountability for the implementation and integration of civil defence services.

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

#### Significance

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

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

### Attachments - *Ngaa taapirihanga*

Attachment 1 - HCC CDEM 21\_22 2nd Quarter Report 2022-02-11

To: Hamilton City Council (HCC)

Authorised by: Paul Blewman, Controller, HCC Civil Defence Emergency Management (CDEM)

Author: Mark Bang – Partnerships Team Leader, CDEM Group Emergency Management Office

Date: 9 February 2022

Subject: Hamilton City Council CDEM Quarterly Report – Quarter 2 – October – December 2021

### Priority Work Programme 2021 /2022

1. The work programme for the 2021 / 2022 financial year has been structured to incorporate and align the actions and recommendations of the:
  - a. Waikato CDEM Group Plan actions prioritised by Coordinating Executive Group
  - b. The HCC monitoring and evaluation report recommendations (2019)
  - c. COVID 19 after action report recommendations (2020) prioritised by Coordinating Executive Group
2. All actions in the plan have been prioritised as High, Medium or Low. The current focus is on high priority actions and these work areas focus on response capability. Below is an aggregated report on those work areas.
3. Key:

| Status | Description  |
|--------|--|
| Green  | On track   |
| Orange | Off track in respect of timing and / or scope. No risk to the work area          |
| Red    | Off track in respect of timing and / or scope. Help needed or has been requested |

| Work area                        | Status | Comments  |
|----------------------------------|--------|---|
| <b>Welfare</b>                   | Green  | <ul style="list-style-type: none"> <li>Local welfare plan is current and aligned with the Group Welfare Plan</li> <li>Civil Defence Centres have been identified and assessment of suitability is on-going</li> <li>Civil Defence Centre Kits have been reviewed and updated. Updates also include supplies to assist with COVID management in CDCs.</li> </ul>   |
| <b>Training &amp; exercising</b> | Orange | <ul style="list-style-type: none"> <li>All training and exercising across the Group area has been interrupted by support to the COVID response for the calendar year and HCC is no different.</li> <li>The 2022 training calendar has been set. Training will continue despite the Red Light setting currently in place. More emphasis on online training is expected this year as resources are developed by NEMA.</li> <li>Planning for the March exercise remains ongoing despite the change in settings to Red. HCC will only go ahead with the exercise if safe to do so, and potentially only at orange level.</li> <li>Access to Articulate360, an online training building platform, has been made available by the Group office which will enable tailored online training for HCC staff as required.</li> <li>NEMA is piloting the new CDC and Welfare courses in Waikato which has been made available for HCC staff to attend.</li> </ul> |
| <b>Recovery</b>                  | Orange | <ul style="list-style-type: none"> <li>HCC have an approved recovery plan which aligns with the Group Plan</li> </ul>   |



|  |  |   |
|--|--|---|
|  |  | <ul style="list-style-type: none"> <li>Next steps are to check arrangements with the Recovery Manager and agree actions for input to the work program. These should focus on sustainability of staffing a recovery office and training of Recovery Manager/s through the RRANZ Leadership Course.</li> </ul>  |
| <b>Operational readiness (staff, facilities &amp; functions)</b> |  | <ul style="list-style-type: none"> <li>While there continues to be a high level of activity on this work area, experience has shown HCC is ready and capable of responding to events.</li> <li>Work continues on the update of the HCC Standard Operating Procedures (SOP's).</li> <li>The Emergency Operations Centre (EOC) is currently being updated to come in line with best practice standards. The alternative EOC at Duke Street will be reviewed next.</li> <li>Activity in this work area should be considered to be in a continual improvement phase (as opposed to development).</li> </ul>   |
| <b>Communications / ICT</b>                                      |  | <ul style="list-style-type: none"> <li>There are good communications channels between organisations, especially in the welfare space.</li> <li>The emergency services committee schedule of meetings has been interrupted for some time. Many of the attendees also attend the Group Emergency Services Coordination Committee, so the EMOs will do an internal review of the meeting purpose, terms of reference and assess its value to the attendees. There has been good cooperation from agencies in exercise planning which is rescheduled to March.</li> <li>Current focus is on implementation of the WHISPIR communication platform being project managed by GEMO is ongoing.</li> </ul> |

### Other matters of note during the quarter:

#### COVID 19

1. The Group Emergency Coordination Centre (GECC) has stood down from the Delta resurgence work. HCC Emergency Management Officers (EMO's) continue to provide periodic assistance to HCC activities when requested and to be a point of contact for other HCC support (e.g., traffic management).
2. With the movement to the COVID Protection Framework (aka Traffic Light System), the Waikato Group Coordinating and Executive Group (CEG) met to determine a Group wide position on the risk and controls suitable for emergency management during response and recovery. The purpose was so all local authorities could factor in the recommendations into their own policies and procedures. As the Omicron variant makes its presence felt we anticipate effects on policies and work plans.
3. Under the Service Level Agreement, the HCC EMOs are employed by Waikato Regional Council so are compliant with both HCC and WRC policies. They are operating their BAU activity in separate cohorts so that if one tests positive for COVID there is less likelihood of the other being affected at the same time.

#### CDEM Group projects

4. There are 2 key pieces of work committed to by CEG which are currently being project managed by Group Emergency Management Office (GEMO) and contributed to by HCC:
  - Implementation of WHISPIR. This is a common communication platform which will allow quick and efficient warnings to public and alerts to staff and stakeholder organisations that something has occurred and response is required. The platform will allow Councils to use the platform to meet their own operational needs but is primarily an emergency management resource.
  - Operationalising the deployment policy and response framework has been delayed and will be given due focus once the work associated with WHISPIR implementation has lessened.

### Looking forward

5. Upcoming CDEM Group meetings include:
  - a. Coordinating and Executive Group (Helen Paki) – 11 February & 13 May
  - b. Joint Committee (Councillor Mark Bunting) – 28 February & 30 May
6. National Emergency Management Agency (NEMA) trifecta programme:
  - a. NEMA are replacing the CDEM Act 2002 and have conducted a stakeholder survey on technical matters. The CDEM Group compiled and submitted feedback by the due date of 11 February. The Minister hopes to have a Bill drafted and presented before the end of the year and this will go through normal submission processes.
  - b. NEMA are also reviewing the National Plan and the guide to the National Plan. This sets out roles and responsibilities of agencies where they are not included in the CDEM Act.
  - c. The final part of the “trifecta” will be a roadmap for implementation of the National Disaster Resilience Strategy (2019).
  - d. The impacts on local government and the timelines of the trifecta are not yet clear. It is anticipated that HCC will remain involved in Group wide submissions and feedback on this programme.
7. Government reform programme:
  - a. The Group Emergency Management Office has employed the services of BECA to analyse the consequences and opportunities for emergency management from the suite of legislative reform currently underway.
  - b. The Coordinating Executive Group and Joint Committee will receive workshops and information to keep local authorities informed and enabled to make submission or give feedback as required.

# Council Report

**Committee:** Community Committee **Date:** 02 March 2022  
**Author:** Joanna van Walraven **Authoriser:** Helen Paki  
**Position:** Policy and Strategy Advisor **Position:** General Manager Community  
**Report Name:** Play Strategy Implementation Update

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To inform the Community Committee on progress made to implement the Hamilton City Council Play Strategy.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee receives the report.

## Executive Summary - *Whakaraapopototanga matua*

3. Hamilton City Council's Play Strategy was approved in April 2019. The Strategy provides direction for Council in the provision of services and facilities that support play, active recreation, and sport in Hamilton.
4. Council have partnered with Sport Waikato to support the implementation of the Strategy through the appointment of two roles: A Local Play Advocate, and a Regional Connectivity Coordinator.
5. The report outlines progress made on the implementation of the Strategy since the update to the Community Committee 25 November 2021 General Managers Report ([agenda](#)).
6. A large portion of the actions from the Play Strategy Action Plan are on track, within limited actions listed as posing some challenges. The actions and updates can be seen in **Attachment 1**.
7. Staff consider the matters in this report have low significance and that the recommendations comply with the Council's legal requirements.

## Background - *Koorero whaimaarama*

7. The Hamilton City Council Play Strategy was approved by the Community, Services and Environment Committee on 18 April 2019 ([agenda](#)).

9. The vision of the is that Hamilton is a great place for everyone to play. The vision is supported by four outcome areas:
  - i. Hamilton reimagined as an urban playground;
  - ii. Decision-making is informed by evidence and community voice;
  - iii. Hamilton's play opportunities are achieved through collaborative partnerships; and
  - iv. We are responsive to changing play, sport and recreation trends.
10. The Local Play Advocate, and Regional Connectivity Coordinator (North), are employed by Sport Waikato to promote wellbeing outcomes for the communities of Hamilton City through formal and informal sport and recreation.
11. In November 2021 Hadon Westerby started as one of four Regional Connectivity Coordinators. The main purpose of the role is to collaborate with Council, recreation stakeholder groups, clubs and organisations on projects and strategies related to play, active recreation, and sport. Hadon works across the Northern section of the Waikato, including Hamilton City, Waikato, and Waipa Districts.
12. Wider Sport Waikato staff (e.g. the Primary School Team, Secondary School Team, Sport Development Team, Women and Girls Team, Spaces and Places Manager, Insights Team, and additional Regional Connectivity Coordinators) also support the breadth of Play Strategy outcomes in the city.
13. The Local Play Advocate, Dr Damien Puddle, has continued to support the development of spontaneous play opportunities throughout as aligned to the Hamilton City Council Play Strategy.

### Discussion - *Matapaki*

14. The focus areas and projects that the Local Play Advocate and Regional Connectivity Coordinator work to are recorded in the Play Strategy Action Plan, included as **Attachment 1**. The plan also outlines wider Hamilton City Council and Sport Waikato deliverables to achieve the Play Strategy vision.
15. Highlights since the report to the 25 November 2021 Community Committee include input into key strategic documents including the Public Realm Design Guidelines, NPS Car Parking and Mode Shift, and Whatukooruru Drive (Peacocke East West arterial) design drawings.
16. Progress on spontaneous play pilot projects that demonstrate end-goal examples of strategic alignment work include the Alderson Rd underpass climbing wall project, Peacocke Wastewater play on the way features, and parkour pop-up re-homing.
17. Organised sport progress includes supporting the emerging sport of disc-golf to identify and resource a suitable location within Hamilton City.
18. Work and projects supported by the wider Sport Waikato Team include;
  - i. Women's Cricket World Cup – Backyard Smash in February 2022
  - ii. Joint Access to School Grounds – building on earlier survey and mapping work to develop a green paper discussion document to approach stakeholders and identify pilot projects.
  - iii. Ongoing support for Eastlink Sports Hub with their updated vision.
  - iv. Melville United AFC (Gower Park) - ensuring strategic alignment to local, regional, and national needs and incorporating FIFA Women's World Cup 2023 requirements.
  - v. Distribution of Tuu Manawa Active Aotearoa funding to support the activation of children and young people (5-17 years) in the city – with a particular lens on high deprivation communities, Maaori, women and girls (up to 24 years) and disabled people

- vi. Continued Facilities planning support in line with Waikato Regional Active Space Plan (WRASP) recommendations including - Hamilton aquatics and indoor court provision discussions, aquatic strategy support, Gymsports facility scoping work, and supporting lotteries applications that meet the criteria outlined in the WRASP.
- vii. Collaborative project regarding Water Safety and Drowning Prevention with Swimming Waikato and other key stakeholders (including Hamilton City Council)

### **Financial Considerations - *Whaiwhakaaro Puutea***

- 19. The Local Play Advocate role is a fixed term role currently funded by Sport NZ in partnership with Sport Waikato.
- 20. Hamilton City, Waikato and Waipa District Councils contribute towards Sport Waikato's services in the implementation of play , active recreation and sport strategies and action plans.

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

- 21. Staff confirm that the matters contained in this report comply with the Council's legal and policy requirements.

### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

- 22. 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').
- 23. 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.
- 24. The recommendations set out in this report are consistent with that purpose.

### **Social**

- 25. The Strategy contributes to the social wellbeing of Hamiltonians by working towards 'play infrastructure' (such as sports grounds, parks and open spaces, cycle and walkways, indoor recreation facilities and playgrounds) being spread equitably across the city and is diverse in its offering. The strategy also recognises the strengths which currently exist within the community (including through organised sport) in delivering play for everyone. The focus on a broad definition of play creates an inclusive approach to physical activity.

### **Economic**

- 26. The 'play proposition' within the Strategy provides a platform for economic wellbeing through sporting events and tourism (through play infrastructure such as the Waikato River cycle network and the playgrounds in Hamilton). The availability of a range of options to play and be active assists in positioning Hamilton as a liveable city which has positive economic benefits.

### **Environmental**

- 27. There is a direct link to environmental wellbeing within the Strategy. Progressing work in Outcome Area One ('Hamilton is reimagined as an urban playground: we develop a connected and accessible network of play opportunities throughout the city') has the potential to improve the connectivity of walking and cycling networks and enable people to use active modes to travel to work, school and other destinations. The strategy also has a strong alignment to Council's Nature in the City Strategy, with opportunities to develop a connected network for walking, running and cycling (particularly through gully areas) which also function as ecological corridors, as well as for nature-based play.

## Cultural

28. The Strategy contributes to cultural wellbeing in a number of ways. The broad definition of 'play' enables a range of communities to undertake physical activity in ways which are culturally appropriate.

## Risks - *Tuuraru*

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

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

### Significance

30. 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

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

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Hamilton City Council Play Strategy Action Plan

Attachment 2 - November 2021 Sport Waikato Play Strategy Implementation Update

Attachment 3 - Play Strategy Update Photos Feb 2022



## Hamilton City Council Play Strategy Action Plan

| OUTCOME AREA                                  | FOCUS   | PROJECTS   | LEAD                  | SUPPORT               |
|---|---|--|-----------------------|-----------------------|
| Hamilton is reimagined as an urban playground | Develop play knowledge and Play Strategy alignment across areas of council to drive Play Strategy implementation.                                     | (Re)establish and develop Play Champions Group and support Play Strategy alignment across Council's business units.  | Sport Waikato         | Hamilton City Council |
|   | Create new opportunities to play in spontaneous ways in the city outside of traditional play spaces.  | Investigate and develop pop-up play opportunities/initiatives in the city to promote and enhance occurrences of play.  | Sport Waikato         | Hamilton City Council |
|   |   | Work with the Transport Team to complete a review of the Pilot Play Streets initiatives across New Zealand and determine its suitability to the Hamilton environment (explore potential opportunities).  | Hamilton City Council | Sport Waikato         |
|   | Apply a play lens to new council infrastructure, planning, strategy, and policy projects to ensure potential integration with other Council outcomes. | Develop an Aquatic Strategy that directly enables outcomes of the Play Strategy and work towards the implementation of any play actions that arise from the strategy.  | Hamilton City Council | Sport Waikato         |
|   |   | Develop a set of 'Play Guidelines' to support project planning (e.g., Capital works, asset renewals, etc.) which will assist with informing the outcomes of any potential capital investment into play.  | Hamilton City Council | Sport Waikato         |
|   |   | Complete Priority Projects and evaluate the impact of play aspect on the community.<br><b>Priority Projects include:</b> <ul style="list-style-type: none"><li>- Hamilton Zoo upgrades</li><li>- Play Spaces programme</li><li>- Hamilton Gardens development</li><li>- Nature in the City – gully restoration</li></ul> | Hamilton City Council | Sport Waikato         |
|   |   | Embed Play Strategy concepts within future council planning documents where applicable (ie upcoming review of the District Plan).  | Hamilton City Council | Sport Waikato         |
|   | Develop a playable, accessible, and connected network of play opportunities.  | Advocate for play opportunities via the Waikato Regional Active Spaces Plan (WRASP) and incorporate any recommendations outlined in the plan into project planning.  | Sport Waikato         | Hamilton City Council |
|   |   | Advocate for and prioritise play aspects of the micro-mobility programme, promoting links between existing play infrastructure.  | Sport Waikato         | Hamilton City Council |

| OUTCOME AREA   | FOCUS   | PROJECTS  | LEAD   | SUPPORT                                |
|--|---|---|--|--|
|  |   | Implement the Waikato Regional Cycling Education Plan (Bikes in Schools and Cycle Skills Training and Education) to support increase in cycling among tamariki in Hamilton City.  | Sport Waikato  | Hamilton City Council (Transport Team) |
| <b>Decision-making is informed by evidence and community voice</b> | Use a breadth of internal and external data sources to inform decision-making for play, active recreation and sport.  | Collect participation data from Council owned facilities (e.g., aquatic facilities usage data) through a variety of means to inform decision-making. This includes investigating ways in which participation data gathering accuracy can be enhanced. | Hamilton City Council                                      | Sport Waikato                          |
|  |   | Partner with key stakeholders to develop and leverage tools to measure key participation statistics (e.g., Active NZ, VOP, VOR, code-specific participation data).  | Hamilton City Council<br>Sport Waikato<br>Local Clubs/RSOs |  |
|  |   | Ensure Sport NZ Facility Planning Insights Tool is up to date with accurate facilities data inputted.   | Sport Waikato  | Hamilton City Council                  |
|  | Have regular two-way conversations with the community to better understand the needs for play, active recreation and sport in the city, share the value of play and promote play opportunities. | Develop a 'play engagement plan' that enables meaningful and consistent engagement with the community to collect information on how they play, how they want to play, and empowers them to make more decisions regarding their own play.              | Hamilton City Council                                      | Sport Waikato                          |
|  |   | Identify and report back on opportunities to jointly leverage opportunities for promoting play, active recreation, and sport via digital networks.  | Hamilton City Council<br>Sport Waikato                     |  |
|  | Measure the impact of Play Strategy projects  | Develop a set of criteria (i.e evaluation matrix) to evaluate the success of projects from a Play Strategy perspective. This can directly link to the 'Play Guidelines'.  | Hamilton City Council<br>Sport Waikato                     |  |
| <b>Collaborative partnerships</b>                                  | Increase connection and collaboration with key stakeholders to increase play, active recreation and sport opportunities and participation across the city                                       | Explore school partnerships for community access to play, active recreation and sport infrastructure (e.g., fields, playgrounds).   | Sport Waikato<br>Hamilton City Council                     |  |
|  |   | Develop a collaborative season transition plan that aligns sport participation with the appropriate seasonal window allowing for multiple code participation as well as taking pressure off Council assets (e.g., fields).                            | Sport Waikato  | Hamilton City Council                  |
|  | Promote the benefits of hubbing for clubs and organisations to co-exist, share resources to deliver sustainable outcomes.   | Support the development of the Eastlink Sports Hub and promote hubbing through other facility development proposals as they arise using the Sport NZ Hubbing Guide as a reference.  | Sport Waikato  | Hamilton City Council                  |

| OUTCOME AREA                                     | FOCUS   | PROJECTS   | LEAD                                   | SUPPORT       |
|--|---|--|--|---------------|
| Responsive to play, sport, and recreation trends | Maximise sports field and facility use to ensure they offer a range of sustainable play, active recreation and sport opportunities. | <b>Implement facility optimisation initiatives:</b> <ul style="list-style-type: none"> <li>- Sports park floodlighting and safety lighting improvements.</li> <li>- Te Rapa Sportsdrome Upgrade</li> <li>- Seasonal cover for the Lido Pool at Waterworld</li> </ul>   | Hamilton City Council                  |               |
|  |   | Review sport field and facility use data through council booking systems to inform necessary changes to increase participation.  | Hamilton City Council                  | Sport Waikato |
|  | Develop an inclusive play, active recreation and sport system that reflects the diverse communities of the city                     | Work with clubs and organisations to ensure delivery of inclusive and diverse opportunities across play, active recreation and sport.<br><b>Priority areas include:</b> <ul style="list-style-type: none"> <li>- Women and Girls</li> <li>- Ethnic and Religious Minority Groups</li> <li>- Disabled People</li> </ul> | Sport Waikato                          |               |
|  |   | Ensure that new infrastructure and facilities meets any recommendations from Sport NZ regarding diversity and inclusion  | Hamilton City Council<br>Sport Waikato |               |

## Sport Waikato Update on Play Strategy Implementation

Date Range: 1 July 2021 – 1 November 2021



### 1. ORGANISATIONAL UPDATE/S – Dr. Amy Marfell, Sport Waikato GM Regional Leadership

Sport Waikato staff have continued to engage with key stakeholders and projects over the recent Covid-19 lockdown period, placing particular emphasis on a number of sector capability and facilities initiatives in the city, including informing the major event delivery of the upcoming Women's Cricket World Cup, supporting the Waikato Rugby Union to grow participation among children and young people through the implementation of Good Sports and Balance is Better principles, and the ongoing discussions about facilities provision (indoor court and swimming) in the city. The change in the ways Sport Waikato staff work (leading and influencing decision-making through insights) has proven particularly effective during this time.

On behalf of Sport New Zealand, Sport Waikato continues to distribute Tū Manawa Active Aotearoa funding to support physical activity participation through play, active recreation and sport by children and young people in the region. We warmly invite Hamilton City Council to consider any initiatives they may wish to put forth as part of the fund – particularly with a lens to further leverage play strategy outcomes. We would also like to formally thank Maangai Maaori Olly Te Ua for his participation on the Tū Manawa Community Activation Fund distribution panel.

In 2020, Sport Waikato reconfigured our regional awards format, forgoing a celebration of elite sports in favour of a community-focused celebration of connection, partnerships, diversity and inclusion and activation of spaces. In 2021, we continue this format with an awards celebration in January of 2022. Three new categories have been added to further enhance this new look awards – commitment to youth engagement; community unsung hero; and community coach. We look forward to celebrating some great initiatives and individuals who activate the people of Hamilton City.

#### Regional Connectivity Coordinator (North)


Sport Waikato is pleased to announce Hadon Westerby has been successful in securing the Regional Connectivity Coordinator (North) position which supports Hamilton City, Waipa and Waikato districts and their associated Councils. The Regional Connectivity Coordinator role is an important role, providing strategic leadership across the sector network by working with key partners to guide physical activity strategy, provision and investment opportunities. We look forward to connecting Hadon with Council once he joins the team on the 15<sup>th</sup> of November and when Alert Levels permit.




### 2. UPDATE – Local Play Advocate and Regional Connectivity Coordinator

| Status   | On Track   | Some Challenges | High Risk | Complete |        |
|--|--|-----------------|-----------|----------|--------|
|  |  |                 |           |          |        |
| Play Strategy Update   |  |                 |           |          | Status |
| Develop play knowledge and Play Strategy alignment across areas of | <b>HCC Play Champions Team</b>   |                 |           |          |        |
|  | <ul style="list-style-type: none"> <li>Recruitment of new Play Champions following the departure of several Council staff.</li> <li>Facilitation of Play Champions Hui #3, including updates on cross-council play projects and workshoping on barriers/opportunities for Play Strategy implementation. (July)*</li> </ul> <p>*The nature of these events means the 4<sup>th</sup> and 5<sup>th</sup> hui have been postponed due to Covid Alert Level restrictions.</p> |                 |           |          |        |

Report prepared by: Dr Damien Puddle and Shane Brodie


Email: [damiennp@sportwaikato.org.nz](mailto:damiennp@sportwaikato.org.nz) or [shaneb@sportwaikato.org.nz](mailto:shaneb@sportwaikato.org.nz) Phone: 0211972092 or 0211313416


|  |  |   |
|--|--|---|
| <p><b>council to drive Play Strategy implementation</b></p>  | <p><b>Connecting with multiple Council Business Units</b></p> <ul style="list-style-type: none"> <li>• Tour of city stormwater devices to begin discussing potential play integration for staff associated with stormwater infrastructure i.e. City Waters, Strategic Development, City Development, City Delivery (June)</li> <li>• Feedback given on Council's website redesign to improve Play Strategy alignment, including user friendliness, and improving awareness of play opportunities, availability, and accessibility (July)</li> <li>• Presentation on the Play Strategy to Waterworld staff (July) and to the Asset Managers Working Group (August).</li> <li>• The Local Play Advocate has also been included in the FIFA Women's World Cup 2023 Working Group (August)</li> </ul>  |   |
| <p><b>Create new opportunities to play in spontaneous ways in the city outside of traditional play spaces.</b></p> | <p><b>Play Streets (June – October)</b><br/>Facilitated debrief between key Council staff involved in the March 27<sup>th</sup> pilot event to determine next steps. Subsequent collection of Council insurance and legal information as well as review of other regional and national reports on Play Streets events. Awaiting national changes by Waka Kotahi that support Play Streets before progressing further.</p> <p><b>Play Trailer (June)</b><br/>Due to operational concerns from Council staff, the Play Trailer concept was presented to the Fairfield Enderley Resilience Network (FERN) who were also encouraged to submit an application for funding through the Tū Manawa fund.</p> <p><b>Underpass Climbing Wall (June – November) *</b><br/>Identified a new priority location for this project following difficulties confirming the Waka Kotahi owned Hamilton Gardens to Sillary Street underpass. The new location is the Alderson Road underpass connecting Enderley with Fairview Downs under Wairere Drive. The Insoll Avenue School walking school bus uses this route daily. Working with the Contractors to confirm the design and install.</p> <p><b>HamJam (July – November)</b><br/>Worked with H3 to encourage playful use of FMG Stadium outside typical formal sports use. i.e. Parkour NZ hosting part of their annual Hamilton parkour gathering (HamJam) in December at the stadium in order to make use of the stadium entrances and concourses. COVID restrictions dependent, this will be the first parkour event held in a New Zealand stadium.</p> <p><b>Play on the Way with Peacocke Wastewater Project (August – November) *</b><br/>Built connection with City Development and project contractors to consider a 'dig once' approach to delivery of capital infrastructure to enable the inclusion of Play Strategy outcomes. Specifically, the of inclusion of additional 'play on the way' features on/in the footpath and planted areas of the entrance to the Alderson Road underpass (to further activate the space) as part of reinstating these areas to 'normal' following the completion of digging works. This has involved consultation with Insoll Avenue School students who have submitted concept drawings to the team to support final design.</p> <p><b>100 Days to Go Backyard Cricket (September – November)</b><br/>Participation in the planning team for this event, supporting the creative use of the Council's new wheelie bins (with stick-on wickets) to encourage backyard cricket in the lead up to the Women's Cricket World Cup in 2022.</p> <p><b>Willoughby Park Bollards (October)</b><br/>Supported the concept of the newly installed bollards along Abbotsford St to enable play opportunities (running races and slalom obstacle course) in</p> |  |

|   |   |   |
|---|---|---|
|   | <p>addition to vehicle mitigation and celebrating the Waikato Rugby Union centenary.</p> <p>*Lockdowns have prevented site visits, meetings with stakeholders, and ultimately impacted the speed at which these projects could be delivered.</p>  |   |
| <p><b>Apply a play lens to new council infrastructure, planning, strategy, and policy projects to ensure potential integration with other Council outcomes</b></p>      | <p>Data, evidence, and feedback provided by the Local Play Advocate and other Sport Waikato staff on a variety of plans and projects currently ongoing that will shape the future play opportunities in the city. They include:</p> <ul style="list-style-type: none"> <li>• Design Challenge Discovery Workshop - Community Facilities (June)</li> <li>• Rototuna Village (July - November)</li> <li>• Development of the Play Strategy Action Plan (August)</li> <li>• Review of the District Plan with relation to the Play Strategy and avenues for incorporating play (August - October)</li> <li>• Local Play Advocate inclusion on Technical Advisory Group for NPS Car Parking and Mode Shift (September)</li> <li>• Streetscape Beautification and Verge Maintenance Policy (October)</li> <li>• Sport and Recreation Reserve Management Plan (October)</li> <li>• Aquatic Strategy (June – September)</li> </ul> <p>The Local Play Advocate has also been interviewed by Sport NZ regarding the inclusion of play in the Central City Transformation Plan (September)</p> |    |
| <p><b>Increase connection and collaboration with key stakeholders to increase play, active recreation and sport opportunities and participation across the city</b></p> | <p><b>Access to School Grounds (June – November) *</b></p> <p>Development, distribution, collection, and analysis of school access survey. Response rate to date has been 73%. Data has been used to support GIS in the development of an updated map to identify gaps in parks, playground, and active spaces provision to support pilot partnerships projects with schools to increase access. Research undertaken to collect case study reports for example school access partnerships. Currently connecting with schools to identify potential pilots for testing before the end of the year.</p> <p><b>Other Opportunities (August)*</b></p> <p>Presentation to Kirikiriroa Restoration Forum on nature play to begin exploring opportunities to align Council Play Strategy outcomes with existing relationship with gully care groups and future work relating to Nature in the City.</p> <p>*Lockdowns have prevented site visits, meetings with stakeholders, and ultimately impacted the speed at which these projects could be delivered.</p>                            |    |
| <p><b>Maximise sports field and facility use to ensure they offer a range of sustainable play, active recreation and sport opportunities.</b></p>                       | <p><b>Hamilton City Council Pre-Screen assessment form for Facility Developments</b></p> <p>Sport Waikato's Regional Connectivity and Planning Manager (Spaces and Places) worked closely with Hamilton City Council's Recreation and Community Facilities Senior Advisor in the development of a Pre-Screen assessment form for clubs and community organisations proposing facility developments on Reserve Land. Sport Waikato input was to ensure alignment to the Waikato Regional Active Space Plan (assessment criteria) and Sport New Zealand Facilities Framework.</p> <p><b>Jansen Park</b></p> <p>Sport Waikato continue to work closely with consultants Veros who have drafted a needs assessment and feasibility for facility/dubroom developments at Jansen Park on behalf of Unicol Football Club, Hillcrest United Football Club and Hamilton Cricket Association. Sport Waikato was</p>   |  |





|  |  |   |
|--|--|---|
|  | <p>able to provide feedback to Veros based on information derived from Council's developed Pre-Screen assessment form, the Waikato Regional Active Space Plan (assessment criteria) and Sport New Zealand Facilities Framework, along with national trends on 'Hubbing'.</p> <p><b>Gower Park</b><br/>Sport Waikato worked closely with Council staff through deliberations with Melville United AFC who have outlined aspirations for significant sport facility infrastructure developments at Gower Park. Sport Waikato directed the club to engage a consultant (Visitor Solutions) to undertake needs analysis for these aspirations and ensure that there is strategic alignment in their proposal from a local, regional, and national perspective.</p> <p><b>Waikato Hockey – Innes Common</b><br/>Sport Waikato was able to provide required information to Global Leisure Group who have been engaged as the consultant undertaking needs analysis and feasibility work for Waikato Hockey's proposed expansion at Innes Common. Waikato Hockey received funding through lotteries to further explore options at Innes Common and Sport Waikato continue to support this process.</p> <p><b>Hamilton Indoor Courts</b><br/>In June, Sport Waikato were engaged by personnel elected by Hamilton Girls High School to work with Council, community groups and sporting organisations to understand the potential for a school community partnership which would see significant development of the school's infrastructure to not only support the students but the wider community. Throughout this process it has been recognised that this option could be one of numerous options for a proposed 4-5 court indoor sports and recreation facility for the city outlined in the Waikato Regional Active Spaces Plan. Sport Waikato therefore believe now is the time for further exploration of future site options and partnership opportunities for optimal community access, and that a decision on a preferred option be made. It is recommended that Council revisits the previous work undertaken by Visitor Solutions and Opus and this work is refreshed.</p> <p><b>Feedback on Reserve Management Plan</b><br/>Sport Waikato worked closely with Council staff in undertaking a review of the Reserve Management Plans. Sport Waikato was able to provide feedback in relation to Sport, Active Recreation and Play considerations, strategies or policies that may now be applicable since the last iterations of the plans.</p> <p><b>Gymnastics</b><br/>It is recognised through the Waikato Regional Active Spaces Plan that options are explored for the optimisation of community clubs and a Regional Gymsport Hub using the Regional Gymsport Plan to guide decisions. In this reporting period, Sport Waikato have been working closely with Gymnastic New Zealand in exploring what this could look like. It is acknowledged that Turn N Circle Gymnastic who are temporarily based out of Hamilton Old Boys Rugby club require a long-term home. Sport Waikato is supporting Gymnastic New Zealand and the club through this process.</p> |   |
| Develop an inclusive play, active recreation and sport system that | <p><b>This is ME®</b><br/>In 2021 Sport Waikato was very honoured to receive the Northern Districts Cricket Community Engagement Strategy Award, acknowledging our work on the Sista Smash and Backyard Smash initiatives. In September, This is ME® delivered a webinar, in place of a physical event, to compliment Sport NZ's Women + Girls Summit, which was well attended by providers throughout the region. Other This is ME® initiatives during this period included:</p> <ul style="list-style-type: none"> <li>Working with Rototuna Senior High School on girls rugby 7s festival day</li> <li>Met with Waikato Softball Association</li> </ul>   |  |

|  |  |   |
|--|--|---|
| reflects the diverse communities of the city   | <ul style="list-style-type: none"> <li>• Collaborated with YouthTown on a social media campaign for Mental Health Awareness Week</li> <li>• Supported Squash Waikato to deliver Coffee &amp; Squash, a female only holiday programme (funded through Tu Manawa), and World Squash Day</li> <li>• Provided support and thought leadership to the Waikato Badminton Association</li> <li>• Collaborated with WaiBOP Football Federation and the NZ Ethnic Football Festival to create the Women's 5-Aside competition (postponed to 2022)</li> <li>• Partnered with the YWCA to deliver have-a-go sport sessions (postponed to 2022)</li> <li>• Supported CWC and H3 to deliver a community activation to mark 100 days to go until the Women's Cricket World Cup</li> <li>• Collaborated with H3 and Northern Districts Cricket Association on another Backyard/Sista Smash event and social tournament</li> </ul>  |   |
| Insights - use a breadth of internal and external data sources to inform decision-making for play, active recreation and sport | <p><b>Hamilton Aquatic Facilities, Partner Pools and Aquatics Strategy</b></p> <p>During the reporting period Sport Waikato were able to assist Council on aquatic related items by providing:</p> <ul style="list-style-type: none"> <li>• Feedback on Council's proposed Aquatics Strategy</li> <li>• Providing insights to selected consultants who were reviewing Council's partner pools programme</li> <li>• Supported Council's through deliberations on the future aquatics provision across Hamilton City</li> </ul> <p><b>Sport NZ Facilities Planning Insights Tool</b></p> <p>Sport Waikato's Regional Connectivity and Planning Manager has been working closely with Sport NZ and Council personal to ensure that all sport and recreational facilities are captured through Sport NZ Facilities Planning Tool. The collation of data on facilities will help inform future decision making.</p> <p><b>Voice of Rangatahi</b> – Refer to 'Regional Sport Waikato Programme Updates' for more detail</p> <p>Two Hamilton secondary schools surveyed for Voice of the Rangatahi survey in 2021</p> <p><b>Access to School Grounds</b> – Refer to 'Increase connection and collaboration with key stakeholders' above for more detail</p> <p>Sport Waikato's Insights team partnered with the Play Advocate to provide surveying of school access to the community.</p> |  |

### 3. REGIONAL SPORT WAIKATO PROGRAMME UPDATES

| Programme                                   | Locally-Specific Programme Updates  |
|---|---|
| Regional Sector Support - Sector Capability | <p><b>Regional Sport Organisation Support</b></p> <p>During this reporting period Sport Waikato Sport Development Team met with 20+ RSOs and building profiles of each sport to identify strengths to build on as well as needs we can support. Core support has included:</p> <ul style="list-style-type: none"> <li>- Supporting RSOs through understanding and interpreting the changing Covid Alert levels</li> <li>- Providing connections to funding opportunities, Child Protection Policy development and supporting Tu Manawa applications</li> </ul> <p><b>Season Transition Plan</b></p> |

|   |  |
|---|--|
|   | An update of the Season Transition Plan continues to be a work in progress, with both Cricket and Rugby on board with the agreement, along with three of our Territorial Local Authorities.  |
| <b>Regional Sector Support - Coaching</b> | <p>We continue to facilitate the development and growth of those coaches in our region who influence, educate and develop others. The Coach Trainer Group currently has 12 members from 7 different sports and have led much of the regions change and success stories, and well over 250 people have received some form of coach developer training directly or indirectly as part of our Regional Coaching Strategy.</p> <p>We have recently filled a second Coach Advisor role with a primary focus on leading the development and implementation of coach development services targeted towards coaches of youth in secondary school and community sport settings with the aim of improving youth sport experiences.</p>   |
| <b>This is ME®</b>                        | <p>Sport Waikato remains committed to supporting women and girls in the Waikato region to participate in sport and physical activity THEIR way. During this reporting period, Sport Waikato have engaged with a number of cross-sector and delivery partners including Squash Waikato and Aria Squash Club, Waikato Badminton Association, local Zumba and yoga instructors, the YWCA, and AWWA Period Care, to increase the number of physical activity opportunities available to women and girls that are relevant, inclusive and fun.</p> <p>As part of the This is ME® Secondary Schools Programme, other approaches have been utilised to engage with staff and students during uncertain times. For example, we have attended Sports Coordinator and interagency meetings, and gained greater insights into young women and girls' experiences and feelings towards physical activity through Voice of Rangatahi surveying. This data has supported the capability building of key staff members to adapt and deliver inclusive opportunities through co-design that meet the needs of the females in their school.</p> |
| <b>Tu Manawa Funding</b>                  | <p>Sport Waikato has actively supported the local education, community and sport and recreation sector in the region to access funding opportunities to support the delivery of sport and recreation programmes, activations and play for children (tamariki 5-11 years) and youth (rangatahi 12-18) via the Tu Manawa Active Aotearoa National Fund. The fund aims to provide quality opportunities in play, active recreation and sport for those who are missing out.</p> <p>Successful Hamilton applicants for the period include:</p> <ul style="list-style-type: none"> <li>• Pukete School</li> <li>• Bankwood School</li> <li>• Community Living Limited</li> <li>• Woodstock School</li> </ul> <p>Total funding approved is \$42,564.57</p> <p>Sport Waikato are actively looking to support delivery to happen in Hamilton City. We are working with future applicants for the next round of funding which closes 21 November</p>  |
| <b>Cycling Education Plan</b>             | Sport Waikato through the Cycling Education Plan Lead continues to support (growth/ development of) cycling initiatives and Community Bikes in School projects across the region. In Hamilton City Sport Waikato have supported Bike in Schools projects, with Crawshaw School nearing completion while others have shown recent interest. Throughout this reporting period the Cycling Education Plan Lead has been working with the HCC cycling education team, HMS Trust, and more recently Waikato/Hamilton BMX  |



|                 |  |
|-----------------|--|
| <b>Insights</b> | <p><b>Voice of Rangatahi</b></p> <p>The VOR survey seeks to understand the sport and physical activity experiences of rangatahi (young people) at school. Voice of the Ragatanhi results continue to inform provision at a secondary school level. A regional profile is now available for 2020 on the Sport Waikato website.</p> <p>We have seen an increase in schools partaking since the last update. In 2021, 10 schools took part in in Voice of Rangatahi – Active Student Survey.</p> <p><b>Active NZ</b></p> <p>Investment into insights and evidence has enabled Sport Waikato to critically look at its impact on physical activity within the region, having high quality data and insights underpins our new way of working.</p> <p>Sport Waikato having adopted Moving Waikato as a blueprint in 2019, have adopted its measures as measures of success. The key measure for our people, percentage of our people being physical active is measured through the Active New Zealand Survey.</p> <p>The 2017 sample boost has enabled partners in Moving Waikato 2025 to establish a robust baseline with sub-group analysis at a district level and monitor the results across the 10 years of the strategy. Sport Waikato and its partners have committed to continue investment in developing a richer and more robust set of information to enhance our insights and create milestone measures of success. In 2020 the Sport Waikato board committed to investing in a second sample boost for 2021.</p> <p>Surveying has been underway during the 2021 period and data will be available to all partners in late 2022.</p> <p><b>Census 2018 and population projections</b></p> <p>Demographic data for the district, including population projections, has also been collated and presented to Sport Waikato staff for consideration in decisions making. This data will also contribute to the renewal of the Local Sport and Recreation Plans in alignment for the 2023 LTP process.</p> |
|-----------------|--|

## APPENDICES

### Willoughby Park Bollards



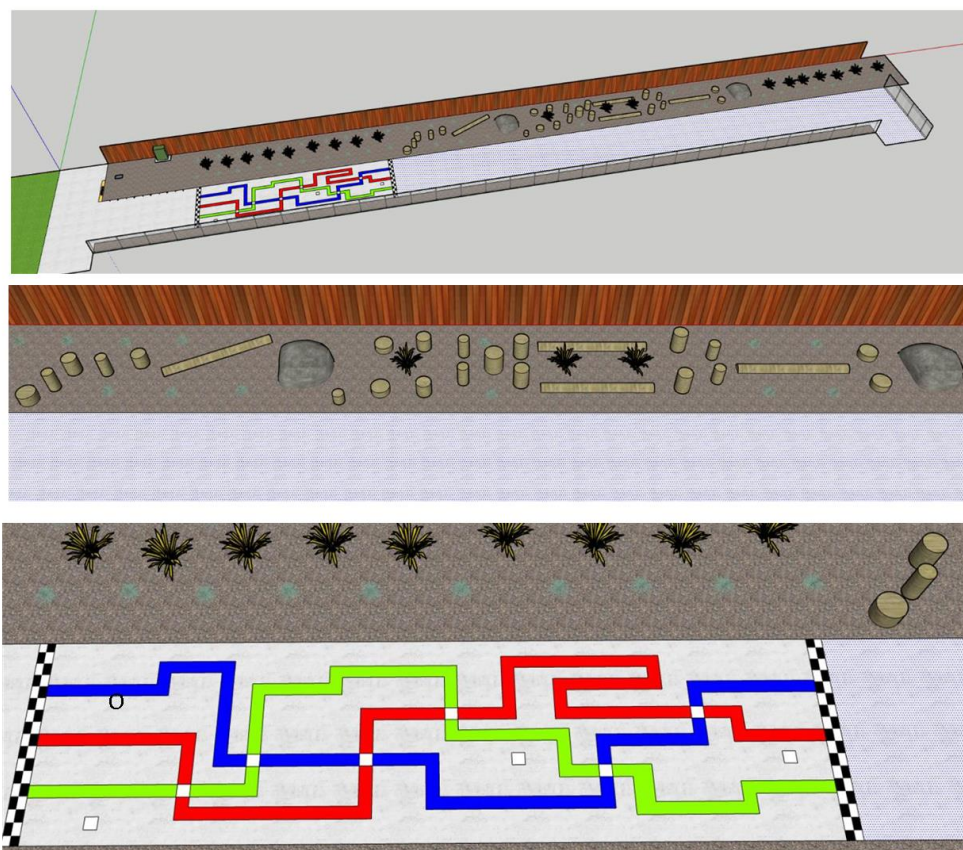


## Attachment 3

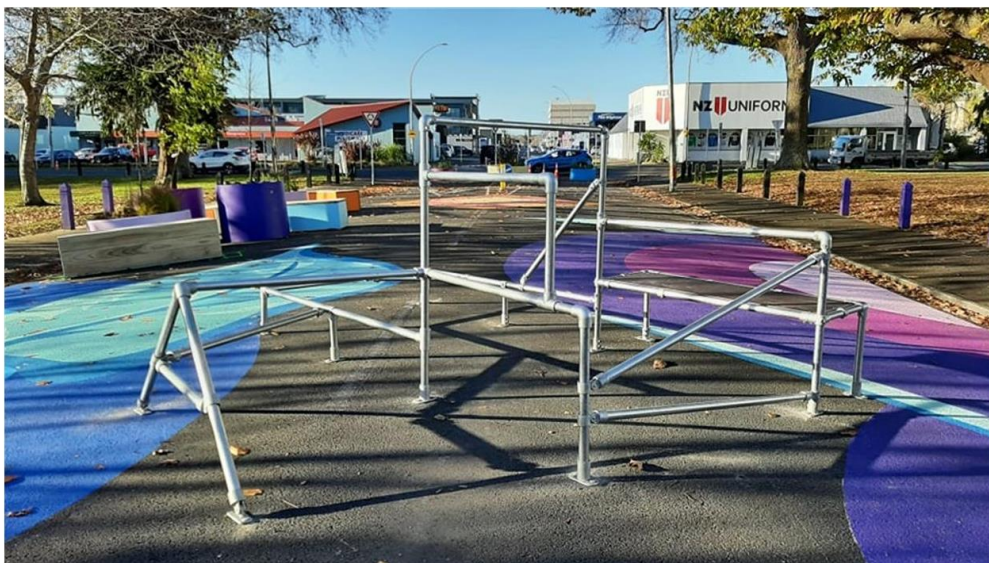


Concept play ideas drawn by Insoll Avenue School students for the Peacocke Wastewater 'play on the way' project aimed to activate one of their walking school bus routes.

## Item 13



Synthesized concept designs prepared by the Local Play Advocate ready to be workshopped with Insoll students the same project including obstacle course and line race



Pop-up parkour Initially used in the Innovating Streets project on Rostrevor Street in the CBD, the pop-up parkour set (pictured) is travelling to Bankwood to activate a 'park & stride' location to encourage the Bankwood School community to use active travel such as walking, scooting biking options to improve congestion outside the school gate.



Backyard Smash: Photo from this year's Backyard Smash (the partnership between Sport Waikato's This is Me initiative, Northern Districts Cricket, and H3) at Seddon Park using the new recycling bins with sticker wickets.



# Council Report

**Committee:** Community Committee **Date:** 02 March 2022  
**Author:** Maria Barrie **Authoriser:** Helen Paki  
**Position:** Parks and Recreation Manager **Position:** General Manager Community  
**Report Name:** Accessible Playground, Magical Bridge Trust NZ Proposal

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To inform the Community Committee progress with the Magical Bridge Trust NZ Proposal to build a fully accessible playground in Hamilton.
2. To seek the Community Committee approval from for the General Manager Community to finalise a partnership agreement with Magical bridge Trust NZ to develop a fully accessible playground at Claudelands Park.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Community Committee:
  - a) receives the report;
  - b) approves the General Manager Community to finalise a partnership agreement with Magical Bridge Trust NZ to develop a fully accessible playground at Claudelands Park; and
  - c) notes that:
    - i. revised project phasing enables approved renewals and new capital funding for the Claudelands Park playground will be used to part fund the delivery;
    - ii. further engagement with Community, and stakeholders and Waikato Show Trust is to be carried out as the design is developed;
    - iii. full delivery of the project requires external investment; and
    - iv. progress reports will be provided to the Community Committee.

## Executive Summary - *Whakaraapopototanga matua*

4. At the 25 November 2021 Community Committee, staff were asked to work with the Magical Bridge Trust NZ (MBTNZ) to confirm a site, engagement and funding plans to successfully deliver a fully accessible playground in Hamilton.
5. Claudelands Park was the preferred location of Magical Bridge Trust New Zealand (MBTNZ) and this is supported by staff. Waikato Show Trust (WST) who have legal rights over Claudelands Park had expressed some initial concerns.
6. Claudelands Park playground is planned for renewal and improvement in the 2022/23 financial year. Delaying this renewal would likely result in the loss of play value at this site.

7. MBTNZ have provided an updated timeframe and funding plan which enables the planned renewal and improvement funds to be redirected to deliver stage one (similar footprint to current) while stage 2 (full footprint and associated facilities) can proceed pending fundraising.
8. Staff recommend **option 1** – Enter into an MOU to develop a fully accessible playground at Claudelands Park, as detailed below.
9. Staff consider the decisions in this report have a medium level of significance and that the recommendations comply with the Council's legal requirements.

### Background - *Koorero whaimaarama*

10. At the 25 November 2021 Community Committee, received a proposal from Magical Bridge Trust NZ (MBTNZ) for the development of a fully accessible playground in Hamilton.
11. The full proposal is attached to this report (**Attachment 1**) and includes a request for Council enter a Memorandum of Understanding with MBTNZ to complete design, fundraising, and construction of the new accessible playground.
12. Waikato Show Trust (WST) have legal rights over Claudelands Park and their support is necessary to develop at this site. Initial feedback from WST indicated some issues to work through prior to use of this site being approved.
13. The resolution of the Community Committee meeting 25 November 2021 was as follows:
  - i. approves **Option 3** of the staff report, that staff work with the Magical Bridge Trust NZ to establish an agreement that includes a confirmed site, engagement and funding plans to deliver a fully accessible playground within Hamilton City; and
  - ii. requests staff report back to the March Community Committee for final approval.

### Discussion - *Matapaki*

#### Site Selection

14. The preferred site of MTNZ for the playground development is Claudelands Park. Although other options were discussed at the November Committee meeting, staff analysis also concluded that Claudelands Park is an ideal location (**Attachment 2**). All other viable sites have constraints that may cause delay the project or have the potential to affect final user experience.
15. Staff met with MBTNZ and WST representatives on site at Claudelands Park in December 2021 to view and discuss the playground proposal and how it might impact on WST activities.
16. During the onsite meeting WST representatives expressed support for the development concept and shared ideas on how potential conflicts could be managed.
17. WST have since provided written agreement for the proposed playground footprint and wish to be consulted with throughout the development. (**Attachment 3**)
18. Other concerns raised about possible misalignment with the planned renewal of Claudelands Park playground can be mitigated through project staging.
19. After receiving support from WST and a revised plan from MBTNZ, Claudelands Park is now the recommended site for the development.

#### Revised Timeframe and Funding Plan

20. Following the November 2021 Committee, MBTNZ have revised their timeframe, engagement, and funding plan. (**Attachment 4**)

21. The suggested timeframes now anticipate a 2-stage project, with the first stage delivering accessible play on site by June 2023 utilising the HCC renewal project funding and leveraging the HCC playgrounds delivery contract.
22. This ensures that the existing playground is renewed in the planned timeframe and reduces the risk of a gap in play provision for our community.
23. Stage 2 would see the full delivery of the full Magical bridge playground and associated facilities (toilets/carparking).
24. An external funding campaign can be aligned to Council's priorities with an estimated \$2.6m being required to realise the completion of this playground. This does not affect the delivery of stage 1 and the timing is expected to be known once designs and cost estimates are finalised.

### Memorandum of Understanding

25. In MBTNZ's original proposal it was suggested that MBTNZ would be responsible for design, marketing, fundraising, and delivery of the new playground. It was proposed that a Memorandum of Understanding (MOU) be developed, and the HCC component of funding would be handed to MBTNZ to enable this project.
26. The new timeline enables the HCC funding to be spent as planned and for the delivery to be managed through our existing Playgrounds contract. This will not require any funding to change hands.
27. An MOU agreement will be developed with MBTNZ to ensure there is clarity and agreement on how we will work together and assign responsibility for outcomes.
28. If the recommendation is not approved staff would continue with the playgrounds renewal and improvement programme as planned. This will likely result in dissatisfaction from MBTNZ, the wider disability community and would cause delay to Hamilton having NZ's first fully accessible playground.
29. The recommendation aligns with Council's Play Strategy and Playground Plan.

### Options

30. Staff have assessed that there are 2 reasonable and viable options for the committee to consider. This assessment reflects the level of significance and the previous decision to support the development of a fully accessible playground in Hamilton. The options are set out below:

#### Option 1 – Enter into an MOU to develop a fully accessible playground at Claudelands Park

31. This option would see an MOU developed between MBTNZ and Hamilton City Council to work together on the revised delivery timeline. Council could incorporate conditions to ensure the necessary requirements including consultation, reporting and responsibility allocation.
32. The following risks/benefits have been identified for this option:

| Risks   | Benefits  |
|---|---|
| <ul style="list-style-type: none"> <li>Funds are not yet secured, meaning the full playground proposal may not be delivered.</li> <li>Wider community views are not yet known.</li> <li>There is opportunity for engagement on elements of the design, but not the</li> </ul> | <ul style="list-style-type: none"> <li>A fully accessible playground with access to Magical Bridge USA learnings will be the first of its kind in this country.</li> <li>There will be a single playground site in Hamilton which is truly accessible for all by June 2023.</li> <li>Allows for alignment with current HCC</li> </ul> |

|          |   |
|----------|---|
| concept. | <p>external funding targets</p> <ul style="list-style-type: none"> <li>• Allows for the planned renewal project to go ahead, which will ensure there are not gaps in play provision</li> <li>• Provides the time to understand the current pandemic impacts to different funding sources proposed and increase the level of confidence to secure the funding needed.</li> </ul> |
|----------|---|

**Option 2 – Continue to work with Magical Bridge Trust NZ and pursue an alternative site in Hamilton to deliver a fully accessible playground**

33. This option would reject Claudelands Park as the preferred location for the development of a fully accessible playground and direct staff to work with MBTNZ to confirm an alternative site.
34. The following risks/benefits have been identified for this option:

| Risks   | Benefits   |
|---|--|
| <ul style="list-style-type: none"> <li>• Dissatisfaction from MBTNZ and the wider disability community.</li> <li>• The Claudelands Park site becomes unavailable</li> <li>• Significant delay in developing a fully accessible playground in Hamilton</li> <li>• All other sites identified will require compromises to be made which could impact user experience</li> </ul> | <ul style="list-style-type: none"> <li>• A fully accessible playground with access to Magical Bridge USA learnings will be the first of its kind in this country.</li> <li>• Allows for funds to be fully raised prior to the start of this project</li> <li>• Allows for the planned renewal project to go ahead, which will ensure there are not gaps in play provision</li> </ul> |

35. Staff recommend **option 1** because it enables the project to proceed at the preferred location as previous concerns have now been mitigated.

**Financial Considerations - *Whaiwhakaaro Puutea***

36. Following preliminary meetings with potential funders, MBTNZ have revised their plans to secure the estimated \$4million to complete the project as follows:
- \$1,400,000 – Council funding allocated for the Claudelands Park playground
  - \$1,950,000 in Grant funding
  - \$400,000 from Commercial Partners
  - \$250,000 from a Community Campaign
37. Securing funding will require the project to be at point of readiness (finalised design, cost estimates/QS report, community engagement completed), which is proposed to be completed by October 2022.

38. Further assessment is required to establish when significant funding is likely to be available for this project, some considerations to establish this include:

- i. There are many known city/region wide community infrastructure projects currently in the process of seeking investment. These projects likely include the same key funders with significant pressure on funders to help complete these projects with limited/reduced pool of funding available as well as possible cost increases to deliver (due to COVID).

| Type of Costs  | 2022/23            | 2022/23            | Future Years (TBC) |
|--|--------------------|--------------------|--------------------|
| Capital Expenditure  | Approved budget    | Forecast budget    |                    |
| HCC Contribution (Claudelands Park Playground renewal and Capital improvement) | \$1,400,000        | \$1,400,000        |                    |
| Community Investment (not captured as HCC revenue)                             | \$                 | \$                 | \$2,600,000        |
| <b>Total Capex</b>   | <b>\$1,400,000</b> | <b>\$1,400,000</b> | <b>\$4,000,000</b> |
| Operating Expenditure  |                    |                    |                    |
| Existing Claudelands Park Opex   | \$20,000           | \$20,000           | \$20,000           |
| Consequential Opex   | \$                 |                    | \$30,000           |
| <b>Total Opex</b>  | <b>\$</b>          | <b>\$20,000</b>    | <b>\$50,000</b>    |

39. Ongoing maintenance costs would be \$25,000-30,000 per year higher than is currently budgeted. If approved this cost would need to be added through the next 2023/24 annual plan.
40. Both **option 1** and **2** enable the approved budget of \$1,400,000 to be spent in the 2022/23 financial year as planned.

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

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

### Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

42. 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').
43. 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.
44. The recommendations set out in this report are consistent with that purpose.

### Social

45. The recommendation will enable MBTNZ to realise their vision of a fully accessible playground in Hamilton.
46. A fully accessible playground in Hamilton will increase and enhance social connections with place and community. It will provide a free and safe space for all families meet and enjoy play.

47. The design process will provide opportunities to encourage individuals, families, whaanau, iwi, hapuu and communities to achieve their goals relating to a sense of belonging and social inclusion such as education, health, the strength of community networks, and connectedness and whakapapa.

### **Economic**

48. The project will positively contribute towards local identity and sustainable communities.

### **Environmental**

49. The proposal seeks to enhance environmental wellbeing by providing a space for all to use and participate. Use of appropriate vegetation that will enhance the biodiversity and environmental health can be incorporated into design.

### **Cultural**

50. The proposal seeks to enhance opportunities and increase capacity for all including mana whenua to interpret and express their values and identities with the community. If approved, the proposal will seek early and meaningful engagement with Maaori to contribute to the decision-making process.
51. Through community led design, new playground developments offer local culture, history and identity of the local area.
52. Te Nga Whaa Whakatapu Ake were presented with the proposal and asked for their early views prior to Christmas. It is intended that further engagement with THaWK will be ongoing should the proposal be approved to enable cultural elements and narratives to be embedded in the design

### **Risks - *Tuuraru***

53. Risks are identified in the options earlier in the report.

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

#### **Significance**

54. 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**

55. Some Community views and preferences are already known to the Council through initial engagement with the disability community and WST. Further engagement is planned with the local community, user groups, mana whenua and WST.
56. Given the medium level of significance determined, the engagement level is medium. No engagement is required.

### **Attachments - *Ngaa taapirihanga***

Attachment 1 - Magical Bridge Proposal - September 2021

Attachment 2 - Magical Bridge Staff Site Analysis

Attachment 3 - Waikato Show Trust – Footprint agreement

Attachment 4 - Revised Magical Bridge Trust Timeline, Engagement and funding plan





# MAGICAL BRIDGE CLAUDELANDS PLAYGROUND

## PROPOSAL

VERSION ONE | SEPTEMBER 2021



# ENRICHING AN EXISTING COMMUNITY PLAY SPACE

BrodieHailwood has been commissioned by the Magical Bridge Trust to produce an Inclusive Playground Concept to transform the existing destination playground located at Claudelands Park.

Claudelands Park has been proposed for the Magical Bridge concept due to its existing facilities including rest rooms, accessible car parks, picnic areas and shaded seating.

The community park is easily accessible by public transport, and is located within a diverse community - surrounded by young and elderly residents. The existing mounding in the park can be utilised for the proposed concept.

## LOCATION

The community park is located near the corner of Boundary Road and Heaphy Terrace. The car park entrance is off Heaphy Terrace. Pedestrians can enter from Heaphy Terrace Boundary Road or Brooklyn Road.

The park is bordered by Claudelands Event Centre and has walking access to Te Papanui / Jubilee Park.





## SECTION TWO: PARTNERSHIPS



brodiehailwood

# WHAT IS A MAGICAL BRIDGE PLAYGROUND?

A Magical Bridge playground is inclusive for all; which is achieved by innovative and inclusive design for everybody.

1.1 million of us, or nearly one in every four New Zealanders, has a disability. Closer to home in the Waikato, more than 120,000 people live with some type of disability. And, within a 1.5 hour's drive of the city, another 600,000 individuals have some type of disability, whether visible or not.

Where most playground designers focus on merely physical disabilities, Magical Bridge designs incorporate the needs of children and adults with autism and sensory impairments, those with intellectual disabilities and visitors with hearing or visual impairments while still providing movement and socializing options for older adults. Creating a fun place for the entire family to play together is what makes our playgrounds truly magical!

## ADVANCING UNIVERSAL DESIGN PRINCIPLES

Leveraging universal design as a framework ensures that our playgrounds delight the widest range of abilities and ages. We engage with industry advisors, community members, and educators to implement human-centered design practices through a collaborative design process.

## ZONES MATTER BECAUSE PREDICTABILITY MATTERS

Our play zones have carefully considered the guiding principles of universal design and are equitable, flexible, intuitive, and perceptible in use. Zones are easy to understand, regardless of one's experience, knowledge, language skills, or developmental levels. For visitors with autism and visual impairments, the predictability of a playground's layout is rarely considered, but critical in creating a safe and enjoyable experience.

## THE PARTNERSHIP MODEL

The Magical Bridge Trust (NZ) wishes to enter into a formal partnership with Hamilton City Council (HCC). It is proposed that the MOU between the Hamilton City Council and the Magical Bridge Trust (NZ) will be modelled on the Mesh Sculpture Charitable Trust's agreement with the Hamilton City Council. This is a current agreement that works well between a private trust and Council. The partnership, once formally established, will outline and describe the obligations and responsibilities of both the Trust and Council, across the following activities;

- Planning and design – MB Trust
- Fundraising – MB Trust
- Marketing and publicity – MB Trust
- Construction – MB Trust
- Post-construction maintenance and activities. MB Trust/HCC

There will be no agreement/partnership between the Magical Bridge Foundation (USA) and the Hamilton City Council. Any financial contribution from HCC will be 100% used for the playground equipment and construction.

## PLANNING AND DESIGN

Magical Bridge trustee and playground designer Georgina Hailwood, well known to the Council's playground team, has prepared a concept proposal that shows the physical and area attributes of the new playground. What has been established is the footprint, at around 11000sqm, will be slightly larger than the existing playground, but not encroach into the wider open spaces (please see attached plans). It can incorporate some of the existing features like the picnic shelter and BBQ along with making use of the existing land formations. Amenities such as Changing Places or Project Living bathrooms, regular accessible toilets and improved parking will add to the inclusive and accessible kaupapa of the project and add to Hamilton City's stock of these vital amenities.

Georgina will complete the playground design, and directly engage other consultants as required e.g. structural/geotechnical engineers and a playground auditor to ensure it and the equipment meets the HCC and NZ standards.



**TIME LINE**

It is proposed at this point that the construction will be completed as one Stage. However, the design will be completed in a way to allow for staging if required to due to funding shortfalls. If the project was required to be staged, a portion would be delivered to ensure current levels of service were met, if not exceeded (e.g. HCC Renewal component). Any staging proposal would be developed in consultation with HCC.

| ACTIVITY                     | START        | END         | NOTES   |
|------------------------------|--------------|-------------|---|
| Partnership Agreement MB/HCC | August 21    | December 21 | Subject to Council approval process   |
| Planning and Design          | January 22   | March 22    | With design hold points agreed with HCC   |
| Fundraising                  | September 21 | December 22 | And Ongoing. A full revenue plan will be developed with targets.                            |
| Focused Consultation         | February 22  | March 22    | Prior consultation could be held with the Waikato Show Trust prior to concept design phase. |
| Costing                      | February 22  | April 22    |   |
| Procurement                  | June 22      | Ongoing     | Long lead time items – ordered from June to secure  |
| Construction                 | January 23   | June 23     | Construction could be bought forward if funding and long lead time items secured earlier    |

NOTE: We see providing fully accessible toilets a critical part to the success of this project. The cost of these has been included in our initial cost estimate. The toilets would be fully funded by the Magical Bridge Trust. The car park extension (dependant on consultation with the H3 and the Waikato Show trust) could be funded as a second stage if there was a budget shortfall for the first stage.

**MARKETING AND PUBLICITY**

The Trust sees conducting high profile marketing across a number of platforms as essential in building awareness, excitement and momentum to the development of the project. The Magical Bridge Trust will create a marketing and communications plan, this will include; Social media, regular newsletters, visits and promotions to schools, companies and funders. This content (approved by HCC) would also be able to be shared across existing HCC media outlets such as their website and social media platforms..

If approved, signage at the Claudelands Playground will be set up with a "Watch this space, something magical is coming" type of message, with QR code, social media, online links, braille as well as some teaser imagery.

Engagement with local and national media; radio, TV, online and print will be included in the marketing and communication plan. We strongly feel there will be a huge amount of public interest in this project with a large feel-good factor.

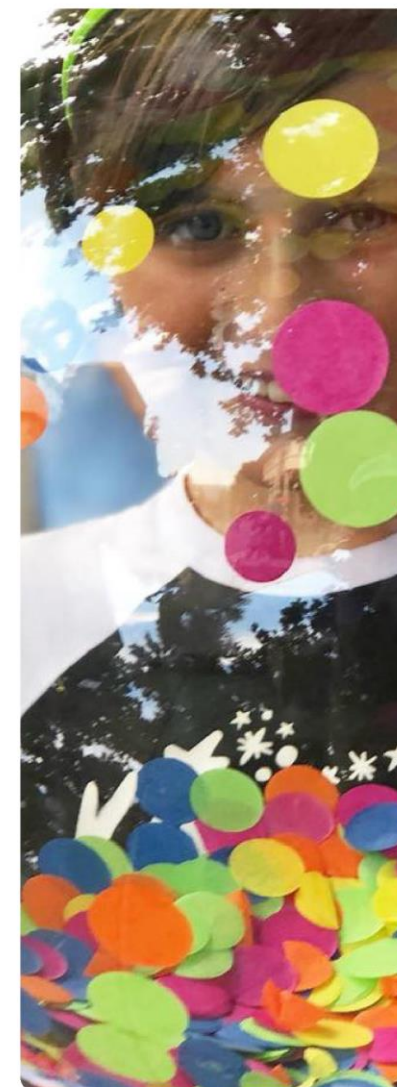
**CONSULTATION AND KEY STAKEHOLDERS**

The trust has held a number of conversations with potential stakeholders and advocacy groups for a range of people with different impairments. Firstly, to promote our vision and get input on what they would like in their playground.

Engaging with Waikato iwi will be an important part of this project, to incorporate cultural design and principles along with exploring sponsorship opportunities.

Other key stakeholders:

- HCC (Community Group)
- Sport Waikato
- Sport NZ
- CCS Disability Action
- Altogether Autism
- Blind and Low Vision NZ





## FUNDING

### FUNDRAISING

The Magical Bridge Trust has secured \$35,000.00 in seed funding from Trust Waikato to cover initial legal, design and marketing costs. Once the formal partnership is established with The Hamilton City Council, promotion and design activities will begin in earnest.

At this point in time, the Trust envisages the overall funding requirements for the project to be approx. NZ\$3.5-4M, to come from the following sources:

1. \$1M - Hamilton City Council's existing allocated budget for the renewal of Claudelands playground.
2. \$1.2M - Community Trusts, applications to be led by the trust, but in collaboration with HCC's partnership team to avoid applying for the same funds at the same time. Examples: Trust Waikato, WEL Energy and Lotteries.
3. \$1.3-1.8M - Trust led applications targeting:
  - Gaming Trusts.
  - Corporates the Council does not have a relationship with.
  - Regional councils whose residents and ratepayers will most likely travel to and use the playground.
  - Community fundraising by families, schools, community groups.
  - Sponsorships and naming rights opportunities for the entire playground, zones or equipment.

Trust Waikato, who provided the initial seed funding, expressed an interest in being a major funder of the project when initially approached. They have recently reiterated they remain interested in doing so, as well as endorsing other applications we make to other funders and partners.

### DRAFT REVENUE PLAN

This funding plan is draft, although we have had many positive conversations with most of these organisations. We would consult with the HCC External Funding team to ensure there are no conflicts with HCC playground funding applications.

### GRANTS

| ORGANISATION                                    | APPLICATION DATE       | AMOUNT             |
|---|------------------------|--------------------|
| Trust Waikato (Significant Fund)                | June 2022              | \$1,000,000        |
| Lion Foundation                                 | February 2022          | \$300,000          |
| Sport NZ (Sport Waikato)                        | February 2022          | \$300,000          |
| Lottery Foundation (Community Significant Fund) | March 2022             | \$1,000,000        |
| WEL Energy Trust                                | March 2022             | \$200,000          |
| Grassroots Trust                                | April 2022             | \$100,000          |
| NZ Community Trust                              | April 2022             | \$100,000          |
| Trillion Trust                                  | February 2022          | \$100,000          |
| Perry Foundation                                | January 2022           | \$50,000           |
| Aotearoa Trust                                  | April 2022             | \$50,000           |
| Hamilton Rotary Groups                          | January 2022 - ongoing | \$50,000           |
| <b>TOTAL</b>                                    |                        | <b>\$3,250,000</b> |

### COMMUNITY CAMPAIGN

| ORGANISATION          | APPLICATION DATE | AMOUNT           |
|-----------------------|------------------|------------------|
| Crowd funding         | Ongoing 2022     | \$100,000        |
| School Fundraising    | Ongoing 2022     | \$50,000         |
| Corporate Sponsorship | Ongoing 2022     | \$300,000        |
| In-kind Sponsorship   | Ongoing 2022     | \$100,000        |
| <b>TOTAL</b>          |                  | <b>\$550,000</b> |

|                    |  |                    |
|--------------------|--|--------------------|
| <b>GRAND TOTAL</b> |  | <b>\$3,800,000</b> |
|--------------------|--|--------------------|



## CONSTRUCTION

The construction of the playground will be managed by the trust and be completed in stages as funding is available in line with HCC's 10-Year Plan. The trust will work with the Council to ensure planning, communication and health and safety is undertaken in an agreed way that meets the expectation of the Council. The construction if possible, will use Council's preferred contractor to ensure quality and consistency is achieved.

### POST-CONSTRUCTION: MAINTENANCE AND ACTIVITIES

The partnership will continue after the project is physically completed and open. Two ongoing sets of responsibilities will be established, split between the Trust and Council.

1. The completed playground and equipment will be vested to the Council. The Council will establish a repair and maintenance programme which will be integrated into its existing facilities management programme. This will include the likes of day to maintenance and cleaning, graffiti removal, security etc.
2. The Trust will manage and coordinate all ongoing promotion, marketing and event management at the playground, as well as any educational and entertainment activities and the Kindness Ambassador programme.
  - The Kindness Ambassador programme will be established during the early stages of the promotion and marketing programme. This programme provides schools and their student's opportunities to develop and run fundraising efforts across schools, as well as recruit and train student volunteers to become kindness ambassadors at the playground. There may be an opportunity to do this within existing NCEA/NZQA unit standards. These ambassadors will meet and greet visitors and their whanau, explain how the playground is laid out, the types of equipment, assist with accessibility if appropriate, and run some events at the playground.
  - The Kindness programme is a key element of the overall vision. Magical Bridge is not only about the playground, but also about kindness, acceptance, assisting everyone to be a part of their community, both at the playground and in their own communities and school.





# EXISTING PLAYGROUND

KEY

- 1 Playground  
(Pink area 2800m2)
- 2 Picnic shelters
- 3 Flying Fox
- 4 Mounds
- 5 Toilets
- 6 Extended area for new  
playground (Green area 8200m2)
- 7 Car Park
- 8 The Grandstand
- 9 Water fountain

The perimeter of the playground is to be fenced to provide a safe environment for visitors. It is anticipated this be done in a way that complements the current natural look of Claudelands Park.

Additional tree planting will be added.

A Changing Places, Community Living (Project Brave), or other fully accessible toilet will be included.

Other items that could be included depending on budgets available:

- Additional car parking
- Cafe at the Grandstand (separate to this project)

**NOTE:** Plan not for construction.



# EQUIPMENT OVERVIEW

## PLAYGROUND THEME

Inclusive for all. A Magical Bridge Playground caters for the whole community.

It is proposed to keep the existing flying fox, improving the connection to the take off and landing areas. The site is to be fully fenced. To allow open spaces for kicking a ball or picnicking. Use of the existing shade/shelter structures along with additional shade over or near to equipment.

Along with equipment, the following will be considered in the design:

- The use of specific colours for pathways and zones
- Planting for sensory purposes
- Braille on signage and equipment
- User facilities; shade, seating, drinking fountain and BBQ

Current shelters, BBQ and musical equipment will be re-used if possible.

Safety surfacing will be fully accessible rubber wet-pour or artificial turf.

### SWING ZONE

A range of swings will be provided.



### TRAMPOLINES

A range of trampolines to allow for multiple users.

### SPINNING ZONE

A range of spinning items accessible for all abilities.

### SPACES FOR ALL

A range of hideaway huts, buddy benches and gathering spots for play or relaxing.

## ADDITIONAL EQUIPMENT/ZONES

- 1 Interactive musical elements: Brightly coloured flowers and rainbow chimes to encourage children to create their own musical ideas and sounds.
- 2 Slide Zone: A network of slides off an accessible wetpour mound.
- 3 Sensory Zone: A net climbing dome, with a range of play activities and sensory items for children to clamber under and over to increase their balance and coordination skills.



Attachment 1 - Analysis table

| Open Space                           |           | Base criteria  |  | Surrounding context criteria                                 |  |  |   | Site criteria  |                     |   | Overall   | Other notes   |
|--------------------------------------|-----------|--|--|--|--|--|---|--|---------------------|---|---|---|
| Name                                 | Park size | Playground up for renewal by 2025/26                           | Existing playground (not up for renewal) could easily be added to/modified to accommodate MB | Central location<br>Measure from Garden space<br>0-5km<br>5+ | Access<br>Bus stops in less than 200m from potential PG site | Access<br>Biking route and safe streets (e.g. signalised, crossing, cycle, residential street) | Access<br>Walking distance to other community hubs, services and facilities (e.g. schools, pools, town centres) | Can accommodate fenced PG without compromising other, existing park uses | Suitable topography | Existing car park that has capacity or easily modified for accessibility*** | Positive safety perceptions (e.g. safety from moving vehicles, good street frontage, well used etc) |   |
| Claudlands                           | Large     | Destination 22/23  | N/A  |  |  |  |   |  |                     |   |   | Good location but requires approval from Waikato Show Trust but specific location within park could be change depending on feedback.  |
| Boyes (incl. Founders)               | Small     | No existing playground but likely to be identified at 24/24/25 | N/A  |  |  |  |   |  |                     |   |   | Good location but size of playground may have to reduce. Quite a low interdependency and a very high preference site. Would be giving playground design to and/or as architects who develop the entire space (includes of Founders) as the entire park needs a redesign.<br>8,000-11,000m <sup>2</sup> would encase all of Boyes Park. Site is too small and restricted by roads for fenced playground. Could be addressed if 4km <sup>2</sup> or 10km <sup>2</sup> is closed to vehicles but this is significant dependency. On-site car is limited due to small size of park. |
| Fairfield                            | Large     | Neighbourhood + Stage 22/23                                    | N/A  |  |  |  |   |  |                     |   |   | Good location but size of playground would have to reduce and may conflict with skate park. Skate space already consulted on. MB would have to be much smaller to fit site along guide fields, skate area etc. Park can be unsafe.  |
| Galloway                             | Vacuum    | Neighbourhood 22/23  | N/A  |  |  |  |   |  |                     |   |   | Hill and sports fields limit size and location. A small MB playground (2,000m <sup>2</sup> ) could be incorporated.   |
| Chartwell                            | Vacuum    | Neighbourhood 23/24  | N/A  |  |  |  |   |  |                     |   |   | Good location but size of playground may have to reduce. Parking may become an issue as it would have to be on street.  |
| Ashurst                              | Large     | Neighbourhood 24/26  | N/A  |  |  |  |   |  |                     |   |   | Good location but poor street frontage and park can be unsafe.  |
| Te Manatu                            | Large     | Neighbourhood 25/26  | N/A  |  |  |  |   |  |                     |   |   | Isolated location from an access perspective.   |
| Mangaiti                             | Large     | Neighbourhood 26/25  | N/A  |  |  |  |   |  |                     |   |   | Isolated location from an access perspective.   |
| Peacocke Area (based on likelihoods) | Large     | Destination*   | N/A  |  |  |  |   |  |                     |   |   | Location is limiting factor but otherwise a good opportunity and delivers on the community outcomes sought for Peacocke. At a stage now where it is easy to incorporate into masterplanning for the area.   |
| Innes Common                         | Large     | Destination  |  |  |  |  |   |  |                     |   |   | Lake Domain is near capacity for playground provision.  |
| Hare Puke                            | Large     | Destination  |  |  |  |  |   |  |                     |   |   | City location is not great but local location is good and PG could be extended on.  |
| Resthills                            | Large     | Neighbourhood  |  |  |  |  |   |  |                     |   |   | City and local location is not good but park is.  |
| Minogue                              | Large     | Destination  |  |  |  |  |   |  |                     |   |   | Too many site constraints.  |
| Parana                               | Vacuum    | Destination  |  |  |  |  |   |  |                     |   |   | Too many heritage factors to be viable.   |
| Dominion                             | Vacuum    | Destination  |  |  |  |  |   |  |                     |   |   | Too isolated from transport and community perspective.  |
| Hamilton Gardens                     | Large     | Destination  |  |  |  |  |   |  |                     |   |   | Expanding playground is inconsistent with Masterplan.   |
| Tauhara                              | Large     | Destination  |  |  |  |  |   |  |                     |   |   |   |
| Rototuna                             | Large     | Neighbourhood  |  |  |  |  |   |  |                     |   |   | Design for town centre progressed. Difficult to add MB at this stage.   |
| Porritt Stadium                      | Large     | Neighbourhood  |  |  |  |  |   |  |                     |   |   | Existing playground in existing location in park. Unsuitable topography and park layout (poor street frontage).   |

## KEY

|  |                          |
|--|--------------------------|
|  | Good                     |
|  | Average/has dependencies |
|  | Poor                     |

## NOTES

- \* Development of a neighbourhood playground in Yr 5. Location within the Peacocke area is the  
 N/A Noting that an upgrade to extend/rebuild car park is part of the MBT proposal



## Waikato Show Trust

P O Box 29032  
Te Kowhai  
Hamilton 3288  
New Zealand

Trust Secretary: Noel Gleeson  
Phone: 021 977 767  
Email: [waikatoshowtrust@gmail.com](mailto:waikatoshowtrust@gmail.com)

Chairman: Peter Rogers  
Phone: 027 4885236  
Email: [peter@finnz.co.nz](mailto:peter@finnz.co.nz)

### Re Playground Redevelopment Proposal for Claudelands Park

From: Waikato Show Trust,  
Waikato A & P Association,  
Waikato Winter Show Association  
Date: 31 January, 2022

Members of Waikato Show Trust Board, Waikato Winter Show Association and Waikato Agricultural & Pastoral Association have reviewed the footprint proposed for the redeveloped children's playground on Claudelands Park with relation to the rights of use of the park by the associations.

As the proposed footprint closely matches the existing playground area the three organisations have no issue with the footprint for the new playground that is proposed as at December 2021.

This agreement is based on the three groups – WST, WWSA and A&P Association - continuing to be included in consultations by the Hamilton City Council and the Trust redeveloping the playground over such things, but not limited to, as:

- the fencing – height, style and placement,
- lighting,
- gate placements,
- the positioning of some of the playground facilities,
- parking,
- access during show periods (building up, show times and breakdowns for shows)  
limiting access where/when required,
- construction access
- and construction times.

Noel Gleeson  
Trust Secretary, Waikato Show Trust  
[waikatoshowtrust@gmail.com](mailto:waikatoshowtrust@gmail.com)

## Proposed Magical Bridge Project Timeline

| ACTIVITY   | START          | END          | NOTES  |
|--|----------------|--------------|--|
| <b>Planning</b>                                  |                |              |  |
| Confirmation of Site                             | November 2021  | March 2022   | Council Meeting 3 March 2022   |
| Partnership Agreement MB/HCC                     | March 2022     | March 2022   |  |
| Funding Campaign                                 | March 2022     | Ongoing      | Refer to Funding Plan  |
| <b>Design</b>                                    |                |              |  |
| Targeted Engagement                              | COMPLETED      |              | See Key Stakeholder list in the Engagement Plan.   |
| Community Engagement – Play type and facilities  | March 2022     | April 2022   | Through targeted user group workshops and wider online survey.   |
| HCC and MBT review of Engagement Feedback        | April 2022     | April 2022   | Coordinating feedback and agreeing on the final concept.   |
| Concept Design                                   | April 2022     | June 2022    | Based on Magical Bridge Trust design principles adapted to meet NZ Playground Standards and Universal design.                        |
| HCC Review and Approval                          | June 2022      | June 2022    | Including key stakeholder engagement. (Claudelands Show Trust, Mana Whenua and local user groups)                                    |
| Cost Estimate provided to HCC                    | June 2022      | June 2022    | This will also guide the staging of the project.   |
| Community Engagement – Concept Design            | July 2022      | July 2022    | To confirm design with targeted user groups through workshops and promotion of design with wider community through an online survey. |
| HCC and MBT review of Concept Design Engagement. | August 2022    | August 2022  | Coordinating feedback and agreement on final design, equipment and theming.  |
| Developed Design                                 | September 2022 | October 2022 | All agreed changes confirmed, and design completed.  |
| Final Cost Estimate.                             | October 2022   | October 2022 |  |
| Community Engagement – Inform Final Design       | October 2022   | Ongoing      | Promotion of final design to targeted user groups and community.   |
| <b>Construction</b>                              |                |              |  |
| Equipment Procurement                            | November 2022  | Ongoing      |  |

|  |                 |                     |  |
|--|-----------------|---------------------|--|
| Stage 1 - Site Establishment and project build.    | February 2023   | June 2023           | <b>Stage 1 is the HCC renewal component as a minimum.</b>  |
| Stage 2 – complete full playground and facilities. | July 2023 - TBC | November 2023 - TBC | This is dependent on the funding revenue achieved. Ideally it would continue on directly from Stage 1. |

### Proposed Engagement Plan

An Engagement plan is to be further developed in partnership with HCC. The plan will be lead by the Magical Bridge Trust to engage with key project stakeholders (see below, this will be expanded through the development of the plan)), Mana Whenua, and the wider community throughout the design process.

The purpose of engagement is to promote the playground to the community and key stakeholders, gain feedback on what they want to see; including play types and associated facilities.

Engagement with key stakeholders will be through targeted workshops or drop-in sessions, the wider community will be engaged through online surveys and drop-in sessions if required.

Key Stakeholders:

- The Claudelands Show Trust
- Settlement Centre Waikato
- H3
- Physical Assistance Centre (PAC) Hillcrest High School
- Joanne Pudney - The Cowshed
- Andrea Neil, Principal - Patricia Ave School
- Disabled Persons Assembly
- The McKenzie Centre
- Dementia Waikato
- Head Injury Waikato
- CCS Disability Action
- Sport NZ

### Proposed Funding Plan

At this point in time, the Magical Bridge Trust (MBT) envisages the overall funding requirements for the project to be approx. NZ\$4M. This will be confirmed through the design process and the Funding Plan will be updated accordingly.

The Magical Bridge Trust is currently working with a marketing firm to develop marketing collateral to support the project.

On approval of the MOU between HCC and MBT the Funding Plan will be developed and finalised through further engagement with key funding partners to inform alignment.

Provided below is a breakdown of estimated funding by funding type based on initial research undertaken to establish the feasibility of raising the total cost required to complete the project.

| FUNDING TYPE        | AMOUNT             |
|---------------------|--------------------|
| HCC                 | \$1,400,000        |
| Community Grants    | \$1,950,000        |
| Commercial Partners | \$400,000          |
| Community Campaign  | \$250,000          |
| <b>*TOTAL</b>       | <b>\$4,000,000</b> |



# Council Report

**Committee:** Community Committee **Date:** 02 March 2022  
**Author:** Sean Murray **Authoriser:** Sean Murray  
**Position:** General Manager Venues, Tourism and Major Events **Position:** General Manager Venues, Tourism and Major Events  
**Report Name:** One Victoria Trust (Meteor Theatre) - Property Renewals Funding Request

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To inform the Community Committee of a request from The One Victoria Trust for Council support of a financial underwrite towards their funding shortfall for bathroom renovations at The Meteor Theatre.
2. To seek a recommendation from the Community Committee that the Council approves the unbudgeted underwrite of up to \$20,000 towards the bathroom renovations.

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

3. That the Community Committee:
  - a) receives the report;
  - b) recommends that the Council:
    - i. approves a financial underwrite of up to \$20,000 to The One Victoria Trust for bathroom renovations at the Meteor Theatre; and
    - ii. note that if the underwrite is called upon, this unbudgeted amount would be funded through current underspend in an existing Council budget in 2021/22.

## Executive Summary - *Whakaraapopototanga matua*

4. The One Victoria Trust (The Trust) has operated The Meteor Theatre at 1 Victoria Street since it was gifted the building from Council in 2014. The Meteor Theatre is a multiple-space facility and 'black box' theatre and performing arts venue.
5. In 2016-2017, The Trust undertook a major upgrade project funded through a variety of sources and by raising the majority of funding from a range of non-council sources.
6. Unfortunately, budget constraints resulted in the upgrade to the bathroom facilities being reprioritised during the major renovations and they are now in a state of poor repair.
7. The Trust has been fundraising for the bathroom upgrade since 2020. The upgrade will involve new restroom amenities to a modern standard.
8. The Trust has approached Council with a proposal for Council to co-underwrite the funding shortfall of \$39,373 with Momentum Waikato.

9. The Community Committee has been asked to make a recommendation to Council that the unbudgeted financial underwrite be approved.
10. Staff consider the decision in this report has a low significance and that the recommendations comply with the Council's legal requirements.

## Background - *Koorero whaimaarama*

### Council Funding 2014 to date:

11. The Meteor Theatre was gifted to The Trust by Council on 1 February 2014 with the support of a one-off operating grant and earthquake strengthen contribution totalling \$225,000. The gifting deed stated The Trust would have on-going responsibility for the building maintenance and improvements.
12. The Trust were aware at the time of gifting that the condition of the building was poor and of their requirement to raise their own funds for the building's renewals programme.
13. In the intervening period, The Trust has undertaken significant upgrade works funded through a variety of sources. In 2016, The Meteor Theatre underwent renovations and in May 2017, re-opened as a fully accessible space. The Trust secured over \$1M through fundraising and donations in excess of Council funding to complete the capital works, including the necessary earthquake strengthening.
14. Council's funding support since 2014 towards One Victoria Trust is detailed in the table below:

| Table 1<br>One Victoria Street Trust - Council Financial Support |   |           |
|--|---|-----------|
| Financial Year   | Council Funding   | Amount    |
| 2014/15  | Operational purposes / Deed of Gift Y1  | \$75,000  |
| 2015/16 to 2016/17   | Earthquake strengthening / Deed of Gift Y2 & Y3<br>(Note: \$75k per annum approved, final sum claimed)  | \$150,000 |
| 2016/17  | Underwrite of a further \$26,292 towards the capital building works to complete earthquake strengthening project. \$16,000 was uplifted to meet the shortfall | \$16,000  |
| 2015/16 to 2017/18   | Multi-Year Community Grant – 3 years  | \$150,000 |
| 2018/19 to 2020/21   | Multi-Year Community Grant – 3 years  | \$150,000 |
| 2020/21  | Covid-19 Community Response Fund  | \$20,000  |
| 2020/21  | Covid-19 One off payment of 30% to all MYC grant recipients   | \$15,000  |
| 2021/22 to 2024/25   | Multi-Year Community Grant – 3 years  | \$150,000 |
| TOTAL  |   | \$726,000 |

## Discussion - Matapaki

### Bathroom Upgrade – 2022:

15. In 2020, The Trust began fundraising for bathroom renovations, to modernise the amenity from it's original (and deteriorated) state. This upgrade is the final key capital work required for the theatre. It is seen as an essential improvement for health and safety and will transform the restrooms to a hygienic, modern and functional standard.

16. The initial cost estimate for the upgrade work is \$279,650. At the writing of this report, the Trust has raised \$240,277 specifically for the upgrade through the following sources:

| Table 2<br>One Victoria Street Trust – Funding Sources Bathroom Upgrade 2022 |                  |
|--|------------------|
| Funding Source   | Amount           |
| Love Our Loos Crowdfunding   | \$17,502         |
| Donations  | \$17,000         |
| Trust Waikato  | \$16,000         |
| Music Infrastructure Fund  | \$49,775         |
| Lotteries Community Facilities Fund  | \$100,000        |
| Lion Foundation  | \$15,000         |
| WEL Energy Trust   | \$5,000          |
| HCC Covid Response Grant 2020  | \$10,000         |
| DV Bryant Trust  | \$10,000         |
| <b>TOTAL</b>   | <b>\$240,277</b> |

17. In addition to the above, major suppliers to the project are providing in-kind support to reduce direct cash costs.
18. Additional background on the project can be viewed within **Attachment 1**, noting that since the document was written the application to the DV Bryant Trust has been approved and the application to Grassroots Trust has been declined.
19. The Trust has one other funding applications currently submitted - New Zealand Community Trust for \$21,000. However, the outcome of this application will not be known in time for The Trust to commit to their contractor's renovation timeframes which include commencement, contractor availability and the theatre's own close down period.
20. The funding shortfall in secured funds for the bathroom upgrade project is \$39,373.
21. The proposal from The Trust is that both the Council and Momentum Waikato provide an underwrite for a portion of the funding shortfall. Momentum Waikato have agreed to underwrite a total of \$20,000, with Council's underwrite proposed at a maximum of \$20,000, to be funded by current underspend in an existing Council budget in 2021/22.
22. The Meteor Theatre is an important part of the city's community infrastructure. It is a community gathering space that deliver services, programmes and activities that benefit the social, cultural, and arts wellbeing of communities in Hamilton. It is a space that provides interaction between people and arts activity, allowing expression and community stories to be expressed and experienced by many.
23. It is the opinion of staff that The One Victoria Trust has repeatedly demonstrated its professionalism and absolute commitment to deliver on its promise to Council and the community since the gifting of The Meteor Theatre. They have been very successful in raising funds from a wide range of sources outside of Council.
24. While there is some confidence that the shortfall (or a large proportion of the shortfall) will be raised by the Trust, for the context of the recommendation on this matter to Council any approval given should be made with the assumption that the full amount proposed will be called upon (\$20,000).
25. Council has also supported another community theatre operation, The Clarence Street Theatre Trust for Clarence Street Theatre's building renewals and operational grant activity. The Clarence Street Theatre was gifted to its trust under similar terms as that of The Meteor Theatre in 2015.

26. Council's funding support since 2015 towards Clarence Street Theatre Trust is detailed in the table below:

| Table 3:<br>Clarence Street Theatre Trust - Council Financial Support |   |           |
|---|---|-----------|
| Financial Year  | Council Funding   | Amount    |
| 2015/16   | Operational purposes / Deed of Gift Y1  | \$75,000  |
| 2016/17-2017/18   | Earthquake strengthening / Deed of Gift Y2 & Y3<br>(Note: \$75k per annum approved, final sum claimed)  | \$121,384 |
| 2017/18   | Surplus of the above earthquake strengthening budget approved (\$150k) underspent by the Trust of was requested to be re-allocated to their roof repairs and was agreed by Council. | \$26,616  |
| 2018/19 to 2020/21  | Multi-Year Community Grant – 3 years  | \$120,000 |
| 2020/21   | Covid-19 Community Response Fund  | \$50,000  |
| 2020/21   | Covid-19 One off payment of 30% to all MYC grant recipients   | \$12,000  |
| 2021/22 to 2024/25  | Multi-Year Community Grant – 3 years  | \$150,000 |
| TOTAL   |   | \$555,000 |

### Options

27. The Community Committee has two options to consider:
- **Option One** - approve the underwriting at a maximum of \$20,000, to be funded by current underspend in an existing Council budget in 2021/22.
  - **Option Two** - to not recommend that Council fund the bathroom upgrade underwrite.
28. If the Community Committee was to not recommend the underwriting it would significantly impact the ability of The Trust to proceed with their renovation project and leave the theatre with substandard bathroom facilities, well below required standard for a modern, professional performing arts venue. Staff therefore recommend **Option One**.

### Financial Considerations - *Whaiwhakaaro Puutea*

29. It is proposed that Council's underwrite of a maximum of \$20,000 is funded through current underspend in an existing Council budget in 2021/22.
30. Management will confirm with The Trust the final amount due to be paid by Council, allowing for the outcome of the outstanding applications and report back to Council on the full amount paid to The Trust by 30 June 2022.

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

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

### Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

32. 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').
33. 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.
34. The recommendations set out in this report are consistent with that purpose.

### **Social**

35. Council's funding support would ensure the bathroom upgrade project advances and ensures the facility is able to act as an arts and culture hub, which adds vibrancy and social character to the city and central precinct.

### **Economic**

36. Council's funding support would ensure the venue is fit-for-purpose and a market relevant venue. This could provide economic benefit to the surrounding area, as people attend events at the venue.

### **Environmental**

37. There are not environmental considerations in relation to the recommendation.

### **Cultural**

38. The Meteor Theatre provides performance and event space access for a wide range of cultural groups from across the community. Providing funding would improve the facility experience for attendees and hirers.

### **Risks - *Tuuraru***

39. The primary risk is that the underwrite of a maximum \$20,000 is called upon in full however as stated earlier in this paper this unbudgeted amount can be funded through Council budget underspend in 2021/22.

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

### **Significance**

40. 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**

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

## **Attachments - *Ngaa taapirihanga***

Attachment 1 - Meteor Theatre Toilet Upgrade 2022 - Information and Concept drawing

#### **Who are we?**

The One Victoria Trust has operated The Meteor Theatre at 1 Victoria Street Hamilton since 2014, with the philosophy of being an accessible space for the community to share creative experiences. The Meteor is a multi-space creative hub that serves many sections of our community and hosts over 20,000 people per year, located in an iconic 1950's ex soft-drink factory.

#### **What is the need for the project?**

The ongoing Covid-19 pandemic has prioritised the need for a transformation of The Meteor's public bathrooms, into hygienic, modern and functional facilities, that are essential for a community hub in a post pandemic world. The deteriorating condition of our building's original public bathrooms is a barrier to audience engagement and development. It is vital that our audiences feel safe attending events and having upgraded, and fit-for-purpose bathrooms is essential to this kaupapa.

In 2017 we future-proofed The Meteor with seismic strengthening, creation of backstage facilities, a new workshop space, upgrades in the Black Box, and the addition of the accessibility ramp at the new front entrance. However, the bathrooms used by the public remained much as they were, pre-dating even when the venue was the locally beloved 'Skateworld' in the 1980's.

Upgrading the toilets has always been planned for the necessary futureproofing of this 70-year-old building, which has been a theater for the past 25 years. However, earthquake strengthening was a higher priority, being a prerequisite of the 2014 HCC handover, and budget constraint meant the bathrooms could not be included at that time.

While we have maintained the highest possible standard of hygiene and repainted them several times, the facilities themselves are dire and dismal, in a venue that annually hosts 120+ unique arts and public events from a diverse range of 100+ community and user groups.

#### **What are we planning to do?**

The current bathrooms are old. We are constantly replacing toilet seats on worn out toilets. The lino is cracked. The basins and taps are worn out, and the facilities look tired, grimy and feel uncomfortable despite coats of paint and regular professional cleaning.

Our planned transformation involves removing the old male and female toilets and replacing them with ten fully self-contained unisex toilets, each with individual basin and hand drying facilities, with two of these designed for accessibility and one with a baby changing table. There will be a central bench and mirror area in the public entrance to the stalls, which will also have two basins and hand drying facilities.

These new restrooms will enhance every patron's experience through clean and modern standards. The 10 individual units will improve privacy and comfort, as well as address the gender imbalance which often led to queues for the women's facilities. We aim to build restrooms that will serve our community for the next 25 years or more.



**What are the benefits?**

- A new 21st century public restroom facility, comprising ten unisex toilets (including two accessible toilets) and a cleaner's cupboard
- Each toilet will be fully self-contained and private, with hand washing and hand drying facilities
- Hands-free basin taps will be included, in keeping with good practice in this Covid-19 world
- Improved restroom access and equity for all genders, including those who identify as non-binary
- Improvement of the public perception of The Meteor in a post-Covid world
- New audiences are not distracted by their Meteor bathroom experience and new community groups feel safe to use the space.
- Easier to maintain to high cleanliness standards

**What has been the progress and support so far?**

The Meteor team has been working to achieve this outcome for the past eighteen months. We have gathered in-kind support and funds from our local key stakeholders, national funding bodies, and community crowdfunding. Our original concept drawings were done pro bono by Antanas Proctor of Paua Design, as he has designed all previous upgrades to the building. We have secured Foster Maintain Ltd as a project partner and management team for the early-2022 upgrades. We have full confidence in the Fosters team to complete this rebuild in a timely way and within budget, as they did in 2017. Fosters have provided us with an updated estimate at December 2021, and our budget for total overall project costs is \$295,120.

We have raised \$220,277 towards the project through two Boosted campaigns, direct donations, community funding support from WEL Trust, Trust Waikato, HCC Covid Response Grant, the NZ Music Venues Infrastructure Fund, Lion Foundation and recently with an additional \$100,000 secured through the Lotteries Community Facilities Fund. With many applications, Lotteries were not able to fully fund our request and we have a shortfall of \$74,843 towards our urgent bathroom upgrade project.

We currently have a grant application to Grassroots Trust for \$25,000, an application to D V Bryant Trust for \$10,000, with decisions due in February. We also have a resubmitted grant application to NZ Community Trust for \$21,000, with a decision due late February.

**Why do we need your support?**

Long term, your support will be a strategic investment to improve community well-being and creative experiences for hundreds of thousands of Meteor Theatre visitors for decades to come.

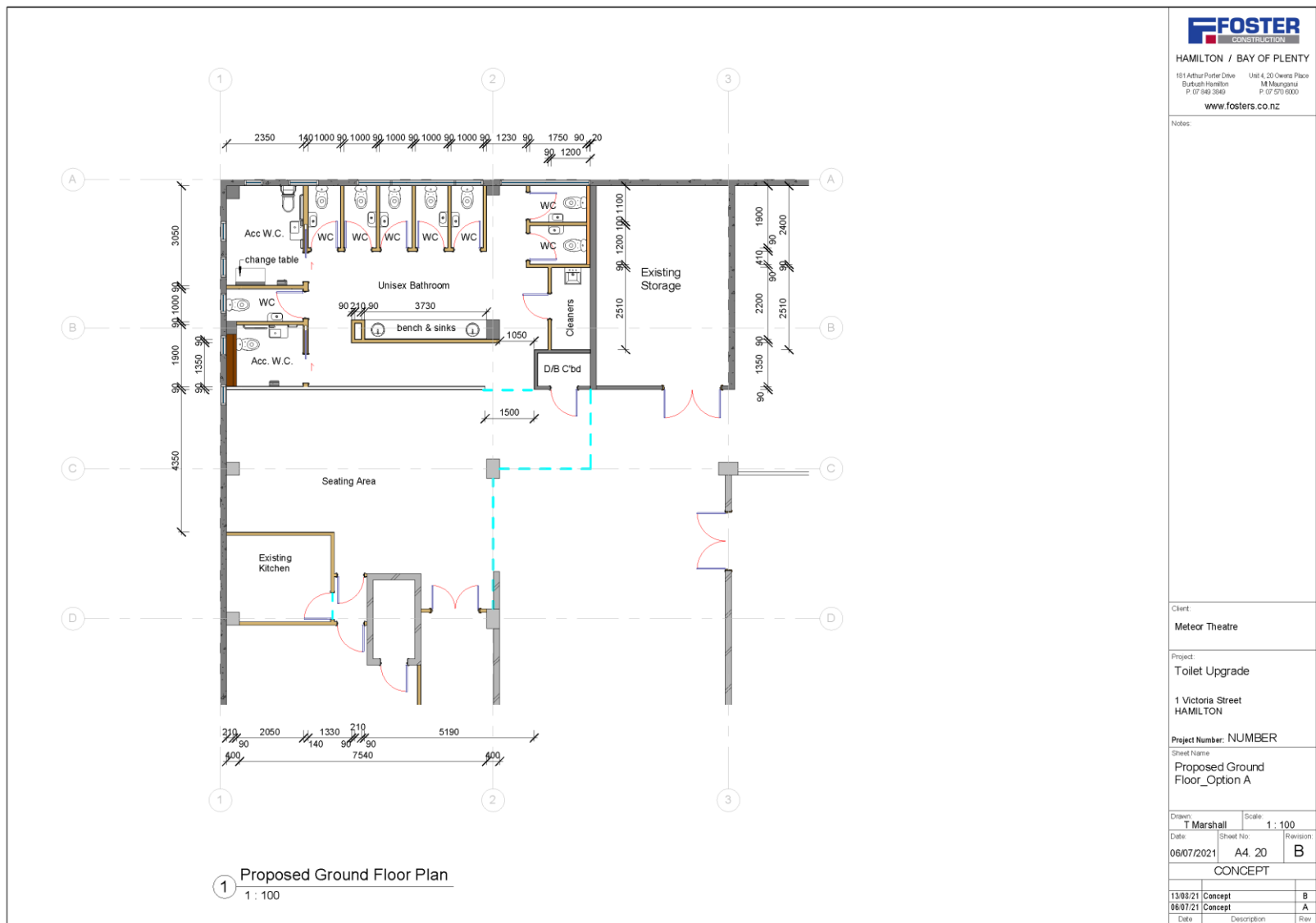
In the immediate future we have a looming project timeline, with Fosters Maintain ready to start this renovation in March 2022, for four to six weeks, to mid-April 2022.

The Meteor Theatre's annual program has been arranged around this shutdown period, with alternative time frames difficult to arrange in a space that relies on operational income and has an average annual occupancy of 72%. We urge you to consider some one-off support to enable our desperately needed public bathroom renovation project at The Meteor Theatre.

Adrienne Clothier

Chair - The One Victoria Trust

January 27<sup>th</sup> 2022



# Council Report

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Muna Wharawhara

**Authoriser:** Sean Hickey

**Position:** Amorangi Maaori

**Position:** General Manager Strategy and Communications

**Report Name:** He Pou Manawa Work Plan

|                      |             |
|----------------------|-------------|
| <b>Report Status</b> | <i>Open</i> |
|----------------------|-------------|

## Purpose - *Take*

1. To seek approval from the Community Committee of the He Pou Manawa Work Plan.

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee:
  - a) receives the report; and
  - b) approves the He Pou Manawa Ora Work Plan **Attachment 1** of the staff report.

## Executive Summary - *Whakaraapopototanga matua*

3. He Pou Manawa Ora - Pillars of Wellbeing is a high-level planning document that will guide Council's work on delivering shared outcomes to Maaori and all Hamiltonians and was adopted by Council in August 2021.
4. Following the adoption a He Pou Manawa Ora Pillars of Wellbeing Work Plan was developed by staff in consultation with the Community Committee Chair and Mayor Southgate.
5. The Work Plan is attached (**Attachment 1**).
6. Once approved, the He Pou Manawa Ora Work Plan will be shared with our key Maaori partners, the organisation and community.
7. Staff consider the decision in this report has low significance and that the recommendations comply with the Council's legal requirements.

## Discussion - *Matapaki*

8. Between August 2020 and November 2020, staff worked with key Maaori partners and Elected Members to develop a draft strategy document: He Pou Manawa Ora – Pillars of wellbeing (the strategy).
9. The draft strategy was approved for consultation at the Community Committee meeting on 17 November 2020 subject to the approval of the working group of engagement timeframe, material, and plan.

10. A comprehensive communication and engagement programme was officially launched at an event held at Te Parapara gardens by Mayor Paula Southgate on 3 February 2021 and run until 4 March 2021.
11. He Pou Manawa Ora was adopted at the 12 August 2021 Council meeting.
12. He Pou Manawa Ora concentrates on the four Pou (Pillars):
  - i. He Pou Manawa Koorero – Pillar of History/Heritage,
  - ii. He Pou Toorangapuu Maaori – Pillar of Unity,
  - iii. He Pou Manawa Taurikura – Pillar of Prosperity, and
  - iv. He Pou Manawa Taiao - Pillar of Restoration.
13. He Pou Manawa Ora - Pillars of Wellbeing aims to support the aspirations of Maaori and the wider Hamilton community. The strategy intends to be a guiding document to ensure Council creates and maintains a consistent, respectful, well-informed, measured, fair and focused approach that contributes to citywide wellbeing outcomes.
14. The He Pou Manawa Ora Pillars of Wellbeing Work Plan was developed by staff in consultation with Community Chair Bunting, Mayor Southgate, and CE Lance Vervoort.
15. The Work Plan (**Attachment 1**) is broken in to section focusing on the outcomes of each of the four Pou.

#### **Financial Considerations - *Whaiwhakaaro Puutea***

16. \$1.35 million has been included in the Long-Term Plan to partially fund identified areas of He Pou Manawa Ora-Pillars of Wellbeing which aligned with Council's key functions.
17. The Workplan includes initiatives funded by this budget as well as related initiatives funded from existing budgets.
18. Staff will also seek to leverage external partnerships to help progress and fund initiatives.

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

19. Staff confirm that the recommendation in this report complies with the Council's legal and policy requirements.

#### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

20. 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 wellbeing's').
21. The subject matter of this report has been evaluated in terms of the 4 wellbeing's during the process of developing this report as outlined below.
22. The recommendations set out in this report are consistent with that purpose.

#### **Social**

23. A number of the actions proposed in the action plan are intended to contribute to improved social outcomes for Maaori and the wider community.

#### **Economic**

24. A number of the actions proposed in the action plan are intended to contribute to improved economic outcomes for Maaori and the wider community.

### Environmental

25. He Pou Manawa Ora - Pillars of Wellbeing supports the environmental health and wellbeing of the community.

### Cultural

26. The development of He Pou Manawa Ora – Pillars of Wellbeing demonstrates Council’s commitment to cultural wellbeing by ensuring decisions of cultural significance are considered in a careful and measured way.
27. Through the delivery of He Pou Manawa Ora – Pillars of Wellbeing, Council is showing a stronger commitment to an inclusive and considered decision making approach. This includes the responsibility to consider the Principles of the Treaty of Waitangi in its decision-making, in particular, the Principle to act in good faith and partnership.
28. Council recognises it’s Tiriti relationship obligations with Iwi, Mana Whenua and maataawaka.

### Risks - *Tuuraru*

29. If He Pou Manawa Ora- Pillars of Wellbeing Work Plan is not approved by the Community Committee, it will delay staff implementing the strategy and delivery of outcomes.
30. It also has the potential to negatively impact Council’s relationships with its Maaori partners.

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

#### Significance

31. 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

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

### Attachments - *Ngaa taapirihanga*

Attachment 1 - He Pou Manawa Ora Pillars of Wellbeing Work Plan - 17 Feb A3



| Outcomes sought (what we want to achieve) - from HPMD   | What we will do - from HPMD  | Action   | Who   | Timing            |         |         |                 | Budget                              |  |     |  | Existing work prog BTP funding allocated | Research/data (currently unfunded) | Consultant support/service provider (currently unfunded) | Communication collateral (currently unfunded) | Additional funding reqd | How will we know we have achieved the action   |
|---|--|--|---|-------------------|---------|---------|-----------------|-------------------------------------|--|-----|--|--|------------------------------------|--|---|-------------------------|--|
|   |  |  |   | 2021/22           | 2022/23 | 2023/24 | 2024/25-2031/32 | Budget holder                       |  |     |  |  |                                    |  |   |                         |  |
| Maori history and historical sites throughout the city are visible, protected and celebrated through storytelling as integral to the identity of the city | Review and expand the Nga Tapuwae o Hotunaua plan that provides historical context and guidance to appropriately recognise Maori landmarks on riverside reserves | Review of Nga Tapuwae o Hotunaua reserve management plan is completed in consultation with iwi, hapuu and the wider public   | Parks and Open Spaces                                       |                   | ✓       | ✓       |                 | Community Parks and Open Space      | YES  |     |  |  |                                    |  |   |                         | Nga Tapuwae o Hotunaua reserve management plan review completed and signed off   |
|   | Invest in celebrating local Maori history/stories throughout the city ie. Art, memorials, storyboards, architecture and events.                                  | To Increase year on year the number of local iwi and hapuu historical stories that celebrate place and time  | Infrastructure  | ✓                 | ✓       | ✓       | ✓               | HPMD                                | YES  |     |  |  |                                    |  |   |                         | 0 Increase year on year of local iwi and hapuu historical stories  |
|   |  | Complete Peacocks cultural blueprint   | City Growth   |                   | ✓       |         |                 | Infrastructure                      | YES  |     |  |  |                                    |  |   |                         | 0 Cultural blueprint completed and signed off by Council   |
|   |  | Develop and implement a plan to celebrate and recognise tangata whenua exhibitions, events and collateral within Museums   | Community   | ✓                 | ✓       |         |                 | Community                           | NO   |     |  |  |                                    |  |   |                         | Develop museum plan for tangata whenua exhibitions, events and collateral  |
|   |  | Partner with iwi, hapuu and Matawaka to complete a "Cultural design principles" strategy   | Development Group / Parks and Open Spaces                   |                   |         | ✓       |                 | Infrastructure                      | NO   |     |  |  |                                    |  |   |                         | 0 Cultural design principles strategy developed and signed off by Council  |
|   | Increase Maori heritage sites listed and protected through the Council's District Plan   | Partner with iwi and hapuu to develop and implement a plan to identify and protect cultural and archaeological significant sites.  | City Growth   |                   | ✓       | ✓       | ✓               | City Growth                         | YES  |     |  |  |                                    |  |   |                         | 0 Cultural and archaeological significant sites plan developed with iwi partners and signed off.   |
| Te Reo Maori is seen, heard and celebrated in everyday Council practice and throughout the city   | Normalise the use of Te Reo Maori in Council communications  | Identify cultural and archaeological significant sites for protection through the District Plan  | City Growth   |                   | ✓       | ✓       | ✓               | City Growth                         | YES  |     |  |  |                                    |  |   |                         | Number of cultural sites identified and included in the District Plan  |
|   |  | Develop and adopt a "Bilingual Policy"   | Strategy  |                   | ✓       |         |                 | Corporate                           | NO   |     |  |  |                                    |  |   |                         | 0 Bilingual policy developed and signed off buy Council  |
|   |  | Develop and introduce a "Te Reo development programme" across the organisation for staff   | Strategy/ People and Organisational                         |                   | ✓       | ✓       | ✓               | Strategy/ People and Organisational | YES  |     |  |  |                                    |  |   |                         | Development programme implemented and increase in staff learning Te reo maori  |
|   |  | Increase the use of Te Reo Maori in all Council communications and materials   | Strategy and Communications                                 | ✓                 | ✓       | ✓       | ✓               | HPMD Strategy & Comms               | YES  |     |  |  |                                    |  |   |                         | 0 Standard Council communications use Te Reo Maori   |
|   |  | Increase bilingual signage throughout the city   | Hamilton City Council will develop a bilingual signage plan | Organisation wide | ✓       | ✓       | ✓               | ✓                                   | Infrastructure/ Parks and Open Spaces/Community/H3 | YES |  |  |                                    |  |   |                         |  |
|   | Review the Naming of Roads, Open Spaces and Council Facilities policy  | Consult with iwi, Hapuu and Matawaka to review the policy for the Maori/bilingual "Naming of roads, open spaces and Council facilities" and to include new developments and suburbs. | Strategy Park and Open Spaces City Growth                   |                   | ✓       |         |                 | City Growth                         | YES  |     |  |  |                                    |  |   |                         | Policy addresses the bi-lingual naming of Council facilities, roads, new development and suburbs and is signed off by council  |
|   |  | Develop and implement a plan to move Council facilities to bilingual names and signage where required.   | Organisation wide   |                   | ✓       |         |                 | City Growth                         | NO   |     |  |  |                                    |  |   |                         | Programme implemented for phased approach to bilingual names.  |
| Maori art, literature and culture is actively supported as a key part of the city's cultural scene and a source of pride for all Hamiltonians.            | Through a review of our Public Art Policy, recognise the appropriateness of public art versus memorials.   | Establish PUBLIC ART Panel, including iwi and Hapuu representation to make recommendations to Council on public art proposals.   | Community   | ✓                 |         |         |                 | Strategy/ Community                 | YES  |     |  |  |                                    |  |   |                         | Public Art Policy is adopted to guide and support decision-making on current and future public art proposals and monuments   |
|   | Support and celebrate Maori and bicultural events including the Matariki Festival and Waitangi Day.  | Waitangi Day, Matariki and Raa Maumahara events in Kiriātoia are delivered through a partnership between iwi, hapuu, matawaka and relevant government and private agencies.          | Strategy & Comms Community                                  | ✓                 | ✓       | ✓       | ✓               | Partnerships with Maori Community   | NO   |     |  |  |                                    |  |   |                         | Event partnership/funding agreements are signed off/Event Strategy   |
|   |  |  |   | ✓                 | ✓       | ✓       | ✓               |                                     |  |     |  |  |                                    |  |   |                         |  |
| Kiingianga is respected and celebrated as one of New Zealand's most enduring internationally recognised institutions                                      | Support the history and place of Kiingianga to be respected and celebrated.  | A strong respectful relationship is developed with Kiingianga and the Office of the Maori King   | Strategy/Mayors Office/Elected members/CE/Staff             |                   |         |         |                 | Strategy                            | NO   |     |  |  |                                    |  |   |                         | Relationship accord between Hamilton City Council and Kiingianga, including Kiingianga appointment of kaumatua to HCC. HCC attend and support Kiingianga events like Koronohana, Pouaka... |

## He Pou Manawa Toorangapuu Maaori - Pillar of Unity

| Outcomes sought (what we want to achieve) - from HPMO   | What we will do - from HPMO   | Action  | Who  | Timing         |         |         |                 | Budget required                              |  |                                    |  |   |  |   | Additional funding reqd                                 | How will we know we have achieved the action |
|---|---|---|--|----------------|---------|---------|-----------------|--|--|------------------------------------|--|---|--|---|---|--|
|   |   |   |  | 2021/22        | 2022/23 | 2023/24 | 2024/25-2031/32 | Budget holder                                | Existing work prog (LTP funding allocated) | Research/data (currently unfunded) | Consultant support/service provider (currently unfunded) | Communication collateral (currently unfunded) |  |   |   |  |
| Increased representation and visibility of Maori in a full and diverse range of roles within Council including senior management and leadership positions   | Continue the Maangai Maori model and consider options for increasing maori input into Council decision-making. Maximise Council's Maangai Maori relationships when engaging on key policies, plans and strategies | Review the Maangai Maori model at start of next Council triennium.  | Governance, Strategy, Iwi hapuu and maatawaka  | ✓              | ✓       |         |                 | Partnerships with maori Corporate Governance | no   |                                    |  |   |  | Review and proposal completed and signed off by Council   |   |  |
|   |   | Support Council Committee Chairs to begin meetings with a mihi of welcome   | Governance Amorangi maori  | ✓              | ✓       |         |                 |  | no   |                                    |  |   |  | Mihis are delivered at the start of all council meetings  |   |  |
|   |   | Review the current governance structure at Council for Iwi, hapuu and maori representation in council decision-making including:<br>- the role and purpose of Te Ngaa whaa Whakapuu Ake<br>- Co-Governance committee<br>- JMA   | Governance Amorangi maori  | ✓              | ✓       |         |                 |  | YES  |                                    |  |   |  | Governance structure reviewed, signed off by Council and changes implemented to ensure Iwi, hapuu and maori representation in decision-making |   |  |
|   |   | Maori wards representation model confirmed for 2022-25 elections  | Governance Strategy & Comms Iwi, hapuu, maatawaka  | ✓              | ✓       |         |                 | Partnerships with maori Strategy             | YES  |                                    |  |   |  | Model signed off by Council   |   |  |
| Increased understanding and application of Maatauranga Maori (maori knowledge) to inform Infrastructure, community and organisational development with support from Iwi, mana whenua and maatawaka. | Embed Maori cultural and wellbeing considerations and the Principles of Te Tiriti o Waltangi/The Treaty of Waltangi in the review and development of Council strategies, plans and policies.                      | A Treaty of Waltangi statement of intent policy is developed and implemented in conjunction with Iwi, hapuu and maatawaka which is reflected in development of all Council strategies, policies, plans and service delivery.    | Amorangi maori   | ✓              | ✓       | ✓       |                 | HPMO Strategy                                | NO   |                                    |  |   |  | Treaty of Waltangi statement of intent policy is developed in conjunction with partners and signed off by Council                             |   |  |
|   |   | Training and development is provided to HCC staff on Maatauranga Maori how it can be used; how it can be reflected in planning and policy development; and how it can be used through governance and decision-making processes. | Amorangi maori Strategy  | ✓              | ✓       |         |                 | HPMO   | YES  |                                    |  |   |  | Training on Maaturangi Maori is developed and offered to staff.   |   |  |
|   |   | Improve the capability and capacity of Hamilton City Council staff to understand and appreciate cultural issues and engage with our maori partners.   | A training programme for staff is developed to enable them to become culturally competent practitioners in karaki, mihi, Tikanga, pepeha and waiata. | Amorangi maori | ✓       | ✓       |                 |  | HPMO Corporate HR                          | YES                                |  |   |  |   | Training on cultural competencies are offered to staff. |  |
|   |   | The inclusion of Maataurangi maori (maori knowledge) is identified in templates for all Council reports and recommendations.  | Strategy   | ✓              | ✓       |         |                 | HPMO Governance                              | YES  |                                    |  |   |  | Templates for reports and recommendations are updated and used by staff.  |   |  |
| Maori in the community are better supported to understand and be represented in Council decision-making processes in a way that is appropriate for them.  | Promote and increase the use of te reo Maori in public consultation and engagement activity   | Bi-lingual external/internal communications are used by Council to recognise Te Reo Maori as an official language of Aotearoa.  | Strategy & Comms   | ✓              | ✓       | ✓       | ✓               | Organisation wide                            | NO   |                                    |  |   |  | All external/internal communications are bilingual (could be included in Bilingual Policy from previous pillar).                              |   |  |
|   | Target more of our consultation and engagement activity towards Maori, including working with our maori partners to do so.  | An approach is adopted and implemented for targeted maori voter participation, communication and engagement   | Governance Strategy & Comms Iwi, hapuu, maatawaka  | ✓              | ✓       |         |                 | Corporate Governance                         | NO   |                                    |  |   |  | Approach for maori voter participation is signed off and implemented.   |   |  |
|   |   | Develop and implement a plan for engagement and consultation with Iwi, hapuu and maatawaka, recognising them as Treaty partners.  | Governance Strategy & Comms Iwi, hapuu, maatawaka  | ✓              | ✓       |         |                 | Communications Corporate Governance          | YES  |                                    |  |   |  | Engagement plan recognising Treaty partners is implemented.   |   |  |

| Outcomes sought (what we want to achieve) - from HPMO   | What we will do - from HPMO   | Action   | Who   | Timing  |         |         |                 | Budget required           |  |                                    |  |   |                         | How will we know we have achieved the action   |
|---|---|--|---|---------|---------|---------|-----------------|---------------------------|--|------------------------------------|--|---|-------------------------|--|
|   |   |  |   | 2021/22 | 2022/23 | 2023/24 | 2024/25-2031/32 | Budget holder             | Existing work prog (LTP funding allocated) | Research/data (currently unfunded) | Consultant support/service provider (currently unfunded) | Communication collateral (currently unfunded) | Additional funding reqd |  |
| Increased understanding of what wellbeing means to Māori in Kiriāroa/Hamilton   | Advocate for legislative change that positively impacts Māori in Kiriāroa/Hamilton.   |  | Organisation wide                                   |         |         |         |                 |                           | NO   |                                    |  |   |                         | 0  |
| Increased collaboration with existing community groups, iwi, maatawaka and social service entities working to enable improved wellbeing outcomes and reduce inequality. | Support Te Mahi o te Whare Māori - the Māori and iwi Housing Innovation Framework for Action (MAHI) and work in partnership with providers including Waikato-Tairāpiti, mana whenua, maatawaka and the Waikato Community Lands Trust, to reduce māori housing stress. | Ensure that iwi, hapuu and maatawaka are part of Area plan governance and project teams and are active partners in the creation of sustainable housing plans.                        | Amorangi Māori<br>City Growth                       | ✓       | ✓       | ✓       |                 | City Growth<br>HPMO       | NO   |                                    |  |   |                         | iwi, hapuu and maatawaka involved in the development of sustainable housing plans with Council                                 |
|   | Advocate inter-agency collaboration to support māori wellbeing goals  | Create inter-agency forum with clear, agreed terms of reference to support Māori wellbeing goals.  | Amorangi Māori<br>Strategy                          |         | ✓       | ✓       |                 | City Growth<br>HPMO       | YES  |                                    |  |   |                         | Inter-agency forum established with clear understanding of its role  |
|   | Work in partnership with iwi, hapuu and maatawaka to identify and implement solutions to achieve māori wellbeing  | Create service-provider forum and renew service level agreement with hapuu and maatawaka   | Amorangi Māori<br>Strategy                          |         | ✓       | ✓       |                 | Partnerships with māori   | YES  |                                    |  |   |                         | Service-provider forum established and SLAs renewed  |
|   | Review Council's procurement policy where Māori/Pasifika businesses are provided the opportunity to register as HCC suppliers   | Review Council's Procurement policy  | Amorangi Māori<br>Corporate Procurement             |         | ✓       | ✓       |                 | Corporate Finance<br>HPMO | YES  |                                    |  |   |                         | Procurement policy reviewed to enable māori/pasifika businesses becoming suppliers   |
| Increased Māori economic and business activity and success through Council procurement processes and other support mechanisms   |   | Source and analyse data and information to understand the māori and pasifika businesses in Kiriāroa/Hamilton   | Amorangi Māori<br>Corporate Procurement             |         | ✓       | ✓       |                 | Corporate Finance<br>HPMO | NO   |                                    |  |   |                         | Good understanding of māori/pasifika businesses across Kiriāroa/ Hamilton which can feed into future initiatives and projects. |
|   |   | Using Council's understanding of māori and pasifika businesses establish an approach to influence others to broker business and capacity mentoring support for those SME businesses. | Amorangi Māori<br>Corporate Procurement<br>Strategy |         | ✓       | ✓       |                 | Corporate Finance<br>HPMO | NO   |                                    |  |   |                         | Māori and pasifika business able to access more support and mentoring opportunities.   |
| Increased employment and career pathways through partnerships and projects we deliver.  | Support Te Waka - the Waikato Economic Development Agency - to deliver Te Whare Ohaoa (its māori economic development plan) for Kiriāroa/Hamilton.  | Establish working relationship with Te Waka  | Amorangi Māori<br>City Growth                       |         | ✓       | ✓       |                 | HPMO                      | NO   |                                    |  |   |                         | MOU/TOR established  |
|   |   | Develop and agree an annual plan with other agencies and community groups to support the delivery of the economic outcomes identified in Te Whare Ohaoa.                             | Amorangi Māori<br>City Growth                       |         | ✓       | ✓       |                 | HPMO                      | NO   |                                    |  |   |                         | Annual plan for delivery of economic outcomes in Te Whare Ohaoa is agreed and implemented.                                     |
|   |   | Continue support of Hamilton Waikato Tourism and their work promoting cultural tourism experiences   | Venues, Tourism and Major Events                    | ✓       | ✓       | ✓       | ✓               | VTIME                     | YES  |                                    |  |   |                         | Annual reporting from Hamilton Waikato Tourism   |

## He Pou Manawa Taiao - Pillar of Restoration

|  |   |  |  | Timing  |         |         |                 | Budget required  |  |                                    |  |   |                         |   |
|--|---|--|--|---------|---------|---------|-----------------|--|--|------------------------------------|--|---|-------------------------|---|
| Outcomes sought (what we want to achieve) - from HPMP  | What we will do - from HPMP   | Action   | Who  | 2021/22 | 2022/23 | 2023/24 | 2024/25-2031/32 | Budget holder  | Existing work prog (LTP funding allocated) | Research/data (currently unfunded) | Consultant support/service provider (currently unfunded) | Communication collateral (currently unfunded) | Additional funding reqd | How will we know we have achieved the action  |
| The quality and wairua of the Waikato River, gully systems and wetlands are restored and protected.  | Develop and implement our Nature in the City strategy alongside iwi.  | We work together with iwi, hapuu and kura to promote and implement the NITC strategy.  | Community Parks and Open Spaces  | ✔       | ✔       | ✔       | ✔               | Community Parks and Opens Spaces                                   | YES  |                                    |  |   |                         | iwi, hapuu and kura feel part of the delivery of NITC.  |
|  |   | We continue to procure the services of iwi and hapuu in restoration projects across the city.  | Community Parks and Open Spaces<br>Strategic Infrastructure                  | ✔       | ✔       | ✔       | ✔               | Community Parks and Open Spaces<br>Strategic Infrastructure        | NO   |                                    |  |   |                         | iwi and hapuu deliver restoration projects for council  |
|  | Work in partnership with Waikato-Tainui and the Waikato River Authority to restore and protect the health of the Waikato River (Tuupuna Awa) for all.                       | Partner with Waikato Tainui staff to provide workshops to build capability and knowledge of our staff to use and apply tools to achieve vision and strategy including maatauranga maaori | Strategy<br>Waters<br>Parks and Open Spaces<br>City Growth<br>Infrastructure |         | ✔       | ✔       | ✔               | Partnerships with Maori Infrastructure<br>Community<br>City Growth | NO   |                                    |  |   |                         | Workshops are held and Council staff's knowledge improve.   |
|  | Implement the principles and values of Te Ture Whai Mana and Mana o te Wai  | Develop an Annual report on Hamilton City Council's actions for achieving Te Ture Whai Mana and Mana o te Wai (the vision and strategy for the Waikato River).                           | Organisation wide  |         | ✔       | ✔       | ✔               | Governance   | YES  |                                    |  |   |                         | Progress reports provided to, and received well by Waikato Tainui   |
| Native areas are restored through increases in native flora and fauna species numbers, decreased planting of exotic species and active control of pest species   | Increase planting and maintenance of native flora in gullies, Waivhakareke Natural heritage Park and throughout the city.   |  | Community Parks and Open Spaces  | ✔       | ✔       | ✔       | ✔               | Community Parks and Opens Spaces                                   | YES  |                                    |  |   |                         |   |
| Agreed Climate Change Strategy developed with iwi, mana whenua, maataawaka and the wider community   | Develop and implement the climate action strategy   | Engage iwi, mana whenua, maataawaka and the community in the development of the Climate Change Strategy  | Strategy   | ✔       | ✔       |         |                 | Organisation wide  | YES  |                                    |  |   |                         | iwi, mana whenua, maataawaka and the community feel involved in the development and delivery of the actions in the Climate Strategy and associated action plan. |
| Council practices, regulation and policy design, support an increase in behaviour in the community that addresses climate change   |   |  | Strategy   |         | ✔       |         |                 | Strategy   | YES  |                                    |  |   |                         |   |
| Increased application of Maatauranga Maaori (Maaori knowledge) with support from iwi, mana whenua and maataawaka, to develop environmental enhancement solutions and mitigations to infrastructure growth challenges | Ensure city growth and infrastructure planning models high environmental standards  | Maatauranga maaori framework is developed and implemented  | HPMP   |         | ✔       |         |                 | Organisation wide  | YES  |                                    |  |   |                         | Maaturanga maaori framework developed, signed off and implemented   |
|  |   | Early engagement and consultation with iwi and hapuu on infrastructure and city growth projects  | City growth<br>Infrastructure<br>Strategy & Communications<br>HPMP           |         |         | ✔       | ✔               | City growth<br>Infrastructure<br>Strategy & Communications<br>HPMP | YES  |                                    |  |   |                         | iwi and hapuu identify that they are engaged with early on in project development and delivery.   |
|  |   | Assess environmental effects against iwi Management Plans, Environmental plans and the Maatauranga Maaori framework  | HPMP   |         | ✔       | ✔       | ✔               | Growth/<br>Infrastructure/<br>Strategy                             | YES  |                                    |  |   |                         | Under stand how progressing against the iwi Management Plans and Maatauranga maaori framewor  |
| Increased private-public engagement (PPE) opportunities with iwi to deliver key city and community infrastructure  | Work with Waikato-Tainui and mana whenua to address cultural Resource Management Act (RMA) and heritage legislative challenges and barriers to city growth and development. | Engage with Waikato-Tainui and other partners on our respective responses to Government reforms, and speak with one voice on matters of alignment.                                       | Strategy<br>Reforms Programme<br>City growth<br>District Plan                | ✔       | ✔       |         |                 | Growth/<br>Infrastructure/<br>Strategy                             | NO   |                                    |  |   |                         | iwi hapuu and maataawaka identify that they feel part of the engagement process.  |
| Increased co-management arrangements with iwi and mana whenua to deliver best environmental practices and results.   |   |  | Strategy/ Governance   |         |         |         | ✔               | Strategy/<br>Governance  | NO   |                                    |  |   |                         |   |

# Council Report

Item 17

**Committee:** Community Committee

**Date:** 02 March 2022

**Author:** Helen Paki

**Authoriser:** Helen Paki

**Position:** General Manager Community

**Position:** General Manager Community

**Report Name:** General Managers Report

|                      |      |
|----------------------|------|
| <b>Report Status</b> | Open |
|----------------------|------|

## Purpose - *Take*

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

## Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Community Committee receives the report.

## Executive Summary - *Whakaraapopototanga matua*

3. This report provides updates to Community Committee Members on activities, actions or projects contained within the plans or strategies for which this Committee and the relevant General Manager have responsibility over and for which significant progress has been made.
4. The following matters are included in this report:
  - i. Progress update on Pukete Neighbourhood House and Enderley Community Centre
  - ii. Community and Council Facility Covid Response (including EOTC amendments)
5. Staff consider the decisions required in this report to have low significance and that the recommendations comply with the Council's legal requirements.

## Discussion – *Matapaki*

### Pukete Neighbourhood House and Te Papanui Enderley Community Centre

6. Staff are working with a consultant to undertake engagement, preliminary investigation and design, and develop a funding plan for the rebuilds of Pukete Neighbourhood House and Te Papanui Enderley Community Centre.
7. Stakeholder interviews and workshops have been undertaken to understand community aspirations. Mana whenua have been involved in the Enderley Te Papanui engagement.
8. Architects have been engaged to work on options and preliminary design with emphasis on cost effectiveness; flexible, multi-use spaces with scope for social enterprise (e.g. cafes; early childhood) and a focus on sustainability

9. Relationships are being developed with potential investors and funders and a funding plan is being progressed. There are some good sign that these projects will attract good levels of investment.
10. Staff are working closely with Kainga Ora to ensure joined up outcomes with community amenity and housing development.

### **Council Facility and Community Covid Response**

11. Council facilities within the Community Group – Hamilton Pools, libraires, Waikato Museum, Hamilton Zoo, Hamilton Gardens and Cemeteries, have all managed to continue to provide full services up to the time of writing this report. There are indications that with increasing numbers of staff needing to isolate, operational hours and levels of service may be impacted.
12. A verbal update will be provided at the Community Committee and/or through regular Member updates.
13. The Community and Social Development Team continue to support community centres and the kai collective with a joined up covid response. The reach and touch into our communities is still strong but is focused primarily on priority communities and activities at present due to some capacity issues. The team have a heavy focus on working with police and the community to resolve some repeating vandalism issues in Fairfield. The requests for Single Year Grant applications have just closed and so three staff are heavily engaged with the administration of applications.

### **Sporting Events and Education Outside the Classroom (information current at the time of writing this report – verbal update to be provided if any further changes)**

14. Facilities and parks are complying with the government sports guidelines which can be found on the [Ministry of Health website](#).
15. If a Gathering or Event does not require My Vaccine Passes they are subject to more stringent capacity restrictions to reduce the chance of a more severe COVID-19 outbreak.
16. Event organisers making bookings are required to provide a plan showing how they would meet all requirements.
17. The new Education Outside the Classroom amendments do allow for the limit of 25 per gathering for unvaccinated people as outlined in the sport guidelines, to be waived in favour of the 100 person limit. It also allows the waiver of the requirement for a vaccine pass for children over the age of 12 years and 3 months. There are no waivers or exemptions for adults.
18. Event organisers are still required to meet the other protocols outlined in the sports guidelines including the 2m distancing between all activities of a bubble of up to 100 people (as per defined space in an outdoor area), and 1 m distancing within bubbles.
19. These waivers apply to outdoor sports only. Indoor facilities are required to have vaccine passes or the higher capacity limits apply.
20. Staff are working on the assumption that because the new amendments allow for unvaccinated children over 12 years and 3 months to participate in these outdoor sporting events, that a waiver can be granted as part of booking protocols.
21. The Government has provided some examples of **Education outside the classroom as follows:**  
*"Education outside the classroom (EOTC) activities can go ahead at all settings but will need careful planning. Targeted local lockdowns, while unlikely, may restrict movement across boundaries. In order to operate as an EOTC provider as defined in the COVID-19 Public Health Response (Protection Framework) Order a provider:*



- *must be working with a registered school to deliver curriculum-related activities/services*
- *the activity must be held in a defined space (either sole use of the venue or a separate designated space for the entire period the service is provided)*
- *all staff delivering the service must be CVC compliant and comply with the relevant mask requirements under the framework.*

*If an EOTC provider does not meet all of these conditions, they will need to apply the general event and gathering rules within the traffic light framework.*

|   |  |   |
|---|--|---|
| <i>Swimming pools – indoors</i>   | <i>No – likely cannot proceed on site or as an EOTC activity</i> | <p><i>At Red - Physical education must be held outdoors at red therefore even in an EOTC setting this would not be recommended under the Education guidelines.</i></p> <p><i>At Orange - the Health Order still requires a defined space to have walls that prevent airflow between spaces. In an indoor pool setting that would require a wall to exist between pools in order for the definition in the order to be met. This is unlikely to occur so in order for an indoor swimming to meet the requirements, schools would need to have exclusive use of the pool.</i></p> |
| <i>Swimming pools - outdoor</i>   | <i>Only in a defined space</i>                                   | <i>You may consider roping off sections of an outdoor pool (ensuring 2 metres distancing at all times, making careful effort to separate people or clean facilities through shared entrances, exits and changing rooms.</i>   |
| <i>Libraries and any other indoor facilities such as museums and theatres</i> | <i>Only in a defined space</i>                                   | <p><i>In order to meet the EOTC requirements the school will need to have exclusive use OR be in a defined space that is separated by a wall. The walls must prevent airflow and a curtain is not considered sufficient.</i></p> <p><i>If the provider is able to meet the EOTC requirements they can proceed.</i></p>  |

22. When considering Education Outside the Classroom bookings, staff take into account a number of factors including planning, provision of facilities, cleaning requirements, staff resourcing and potential impacts on staff and the wider public. While it is important to look at alternative ways of doing thing and supporting activities as much as possible, approx. 40,000 visits collectively across our facilities, it is important that staff can manage covid protocols and experience a degree of safety and protection within the workplace.

### Options

23. No options are available for the Committee to consider as the report is for information purposes only.

### Financial Considerations - *Whaiwhakaaro Puutea*

24. There are no financial considerations required for the decisions required in this report.

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

25. Staff confirm that this report complies with the Council's legal and policy requirements.

### **Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga***

26. 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').
27. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
28. The recommendations set out in this report are consistent with that purpose.
29. There are no social, economic, environmental and social considerations required with the decisions required in this matter.

### **Risks - *Tuuraru***

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

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

#### **Significance**

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

#### **Engagement**

32. 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.

## Resolution to Exclude the Public

### Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

| General subject of each matter to be considered | Reasons for passing this resolution in relation to each matter  | Ground(s) under section 48(1) for the passing of this resolution |
|---|---|--|
| C1. City Investment Programme                   | ) Good reason to withhold<br>) information exists under<br>) Section 7 Local Government<br>) Official Information and<br>) Meetings Act 1987<br>) | Section 48(1)(a)   |

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

|          |   |                   |
|----------|---|-------------------|
| Item C1. | to enable Council to carry out negotiations | Section 7 (2) (i) |
|----------|---|-------------------|