

Notice of Meeting:

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

Date: Thursday 10 August 2023

Time: 9.30am

Meeting Room: Council Chamber and Audio Visual Link
Venue: Municipal Building, Garden Place, Hamilton

Lance Vervoort Chief Executive

Community and Natural Environment Committee Te Roopuu Haapori me te oranga o te Taiao OPEN AGENDA

Membership

Chairperson

Cr Kesh Naidoo-Rauf

Heamana

Deputy Chairperson

Heamana Tuarua

Cr Anna Casey-Cox

Members Mayor Paula Southgate Cr Louise Hutt

Deputy Mayor Angela O'Leary Cr Andrew Bydder Cr Ryan Hamilton Cr Geoff Taylor Cr Maxine van Oosten Cr Moko Tauariki Cr Emma Pike Cr Ewan Wilson Cr Melaina Huaki

Cr Mark Donovan

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

Amy Viggers Mana Whakahaere Governance Lead

1 August 2023

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

Purpose

The Community and Natural Environment 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. The execution of Council's infrastructure and operational plans and strategies across Community asset classes.
- 6. Funding to benefit the social, cultural, physical, and arts wellbeing of communities in Hamilton.
- 7. Governance of strategies, policies and plans relating to the wellbeing, protection, enhancement, and sustainability of Hamilton's natural environment as identified in this terms of reference.

In addition to the common delegations on page 10, the Community and Natural Environment Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

- 8. 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.
- 9. To develop policy, approve community-related strategies and plans, and monitor their implementation.
- 10. To receive and consider presentations and reports from stakeholders, government departments, organisations, and interest groups on community development and wellbeing issues and opportunities.
- 11. To monitor Hamilton's social demographics and social climate to assess current and future impacts on the Council and Hamilton communities.
- 12. 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
- 13. To determine the funding priorities for the Community Grants Allocation Committees, in line with the Community Assistance Policy, Long Term Plan and Annual Plan.
- 14. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
- 15. 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.

- 16. 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.
- 17. To develop policy, approve strategies and plans for the sustainable use of Hamilton's natural resources, and to monitor their implementation as identified in this terms of reference.
- 18. To develop policy, approve strategies and plans for Council's corporate environmental sustainability, and to monitor their implementation.
- 19. To develop policy, approve strategies and plans for Council's biodiversity, and to monitor their implementation.

Special Notes:

• The Committee may request expert external advice through the Chief Executive as necessary.

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.
- Approval of the Heritage Fund grant allocation in line with the Heritage Plan.
- Approval of matters determined by the Committee within its Terms of Reference.
- 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.
 Note that if the Mayor and Chair consider that a final decision is more appropriately made by
 Council due to it's significance, they may direct that and decision remains recommendatory,
 requiring ratification by Council.

The Committee is delegated the following recommendatory powers:

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

Recommendatory Oversight of Strategies:

- Nature in the City
- Open Spaces Strategy
- Play Strategy
- Arts and Culture Strategy
- Age Friendly Plan
- He Rautaki Whakawhanake Hapori Community & Social Development

Recommendatory Oversight of Policies and Bylaws:

Alcohol Control Bylaw

- Animal Nuisance Bylaw
- Citizens Initiated Referenda Policy
- City Honours Policy
- Class 4 Gambling Venue Policy
- Community Assistance Policy
- Community Occupancy Policy
- Cemeteries and Crematorium Bylaw
- Cultural and Recreational Facilities Bylaw
- Disability Policy
- Dog Control Bylaw
- Dog Control Policy
- Domain Endowment Fund Policy
- External Funding Applications Policy
- Monuments and Memorials Policy
- Naming of Roads, Open Spaces and Council Facilities Policy
- Open Space Provision Policy
- Parks, Domains and Reserves Bylaw
- Permanent Public Art Policy
- Provisional Local Alcohol Policy (if developed)
- Psychoactive Substances (Local Approved Products) Policy
- Prostitution Bylaw
- Public Places Bylaw
- Trading in Public Places Policy
- Safety in Public Places Bylaw
- Smokefree and Vapefree Outdoor Areas Policy
- TAB Board Venue Policy

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1 Apologies – Tono aroha

2 Confirmation of Agenda – Whakatau raarangi take

The Committee to confirm the agenda.

3 Declaration of Interest – Tauaakii whaipaanga

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

4 Public Forum – Aatea koorero

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

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

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

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

Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Arnold Andrews **Authoriser:** Michelle Hawthorne

Position: Governance Advisor **Position:** Governance and Assurance

Manager

Report Name: Confirmation of the Open Community and Natural Environment

Committee Minutes - 13 June 2023

Report Status Open

Staff Recommendation - Tuutohu-aa-kaimahi

That the Community and Natural Environment Committee confirm the Open Minutes of the Community Committee Meeting held on 13 June 2023 as a true and correct record.

Attachments - Ngaa taapirihanga

Attachment 1 - Community and Natural Environment Open Unconfirmed Minutes 13 June 2023



Community and Natural Environment Committee

Te Komiti Haapori me te oranga o te Taiao OPEN MINUTES

Minutes of a meeting of the Community and Natural Environment Committee held in the Council Chamber and via Audio Visual Link, Municipal Building, Garden Place, Hamilton on Tuesday 13 June 2023 at 9.31am.

PRESENT

Chairperson

Cr Kesh Naidoo-Rauf

Heamana

Deputy Chairperson

Cr Anna Casey-Cox

Heamana Tuarua

Members

Mayor Paula Southgate

Deputy Mayor Angela O'Leary

Cr Moko Tauariki Cr Ewan Wilson Cr Mark Donovan

Cr Louise Hutt (via Audio Visual Link)

Cr Andrew Bydder

Cr Geoff Taylor (via Audio Visual Link)

Cr Sarah Thomson (partially via Audio Visual Link)

Cr Emma Pike Cr Melaina Huaki

In Attendance

Helen Paki - General Manager Community

Rebecca Whitehead - Unit Director - Community Services

Maria Barrie - Unit Director - Parks & Recreation

Kelvin Powell - City Safe Unit Manager

Philippa Clear - Community and Social Development Manager

Gordon Naidoo - City Transport Unit Director Greg Morton - Policy and Bylaw Lead Carmen Fookes - Policy and Bylaw Advisor

Karen Kwok - Senior Advisor Community and Recreation Facilities

Joanna van Walraven - Team Leader - Planning & Policy Alistair McCullough - Landscape Architect and Planner

Governance staff:

Amy Viggers – Governance Lead

Nicholas Hawtin and Arnold Andrews - Governance Advisors

Andrew McKean from the Anglican Community (Waikato Interfaith) opened the meeting with a prayer.

1. Apologies - Tono aroha

Resolved:

(Cr Naidoo-Rauf/Cr Casey-Cox)

That the apologies for absence from Cr van Oosten and Cr Hamilton, for lateness from Mayor Southgate and Deputy Mayor O'Leary, for early departure from Cr Bydder and Cr Thomson, for partial attendance from Cr Casey-Cox are accepted.

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Attachment 1

2. Confirmation of Agenda – Whakatau raarangi take

Resolved: (Cr Donovan/Cr Pike)

That the agenda is confirmed.

3. Declarations of Interest – Tauaakii whaipaanga

Cr Casey-Cox declared an interest in Item 8 (He Rautaki Whakawhanake Hapori - Community and Social Development Strategy - Annual Update). She noted she was not conflicted and would participate in discussion and vote on the matter.

4. Public Forum – Aatea koorero

No members of the public wished to speak.

5. Confirmation of the Open Community and Natural Environment Committee Minutes - 18 April 2023

Resolved: (Cr Naidoo-Rauf/Cr Wilson)

That the Community and Natural Environment Committee confirm the Open Minutes of the Community Committee Meeting held on 18 April 2023 as a true and correct record.

6. Chair's Report

The Chair took her report as read and acknowledged the work of the Community Group.

Resolved: (Cr Naidoo-Rauf/Cr Wilson)

That the Community and Natural Environment Committee receives the report.

7. Hamilton City Aquatics Strategy and River Safety Update

Unit Director - Community Services spoke to the report, noting the visits to community spaces, feedback of attendees and operational performance. She responded to questions from Elected Members concerning the capacity of pools' staff, staffing numbers, public transport to aquatic facilities, customer feedback audit, budget for data collection and partner pools' upkeep.

Resolved: (Cr Naidoo-Rauf/Cr Tauariki)

That the Community and Natural Environment Committee:

- a) receives the report; and
- b) notes that another annual progress report on the strategy will be presented to the Committee, quarter one of 2024/25

Deputy Mayor O'Leary joined the meeting (9:42am) during the discussion of the above item. She was present when the matter was voted on.

8. He Rautaki Whakawhanake Hapori (Community and Social Development Strategy) Annual Update

Community and Social Development Manager spoke to the report, noting the increased capacity of community houses, strengthening of existing projects, collaboration with emergency housing in Ulster Street and collaboration with community groups for emergency housing needs. She responded to questions from Elected Members concerning outcomes of previous meetings, community engagement, church visits and mobile library services and programmes.

Resolved: (Cr Naidoo-Rauf/Cr Casey-Cox)

That the Community and Natural Environment Committee receives the report.

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Community and Natural Environment Committee 13 JUNE 2023 - OPEN

9. Class 4 Gambling and TAB Venues Policy

Policy and Bylaw Advisor and Policy and Bylaw Lead took the report as read. They responded to questions from Elected Members concerning casinos inclusion in the policy, online gambling data, number of gambling machines in the city, difference between online and physical venues and local restrictions to start new venues.

Resolved: (Deputy Mayor O'Leary/Cr Donovan)

That the Community and Natural Environment Committee:

- a) receives the report;
- approves the Statement of Proposal (Attachment 1) for consultation with the draft options below:
 - i) that the TAB Venues Policy recommended option be Option 1: Continue the sinking-lid approach;
 - ii) that the Class 4 Gambling Venues Policy recommended option be **Option 1: Continue the** sinking-lid approach; and
- notes that verbal submissions will be heard through a future Regulatory and Hearings Committee.

Mayor Southgate joined the meeting (10:28am) during the discussion of the above item. She was present when the matter was voted on.

Meeting adjourned from 10:35 to 10:54am.

10. Civil Defence Emergency Management (CDEM) Quarterly Update

City Safe Unit Manager and City Transport Unit Director spoke to the report, noting the Auckland flood report, CDEM annual exercise, Civil Defence Bill and Civil Defence name change. They responded to questions from Elected Members concerning the management of water logging, heavy rain inflow management, cost of emergency management, resourcing for emergency events, readiness and capability within the community, learnings from Auckland events, public messaging regarding emergency events and reimbursements.

Resolved: (Cr Naidoo-Rauf/Cr Wilson)

That the Community and Natural Environment Committee receives the report.

11. Community Occupancy Applications - Hamilton East Croquet Club, Phoenix House Charitable Trust and St Pauls Collegiate Rowing.

Senior Advisor Community and Recreation Facilities took the report as read. She responded to questions from Elected Members concerning the new area for Phoenix house charitable trust.

Resolved: (Cr Naidoo-Rauf/Cr Wilson)

That the Community and Natural Environment Committee:

- a) receives the report;
- b) approves a new *community group lease* under s54(1)(b) of the Reserves Act 1977, to **Hamilton East Croquet Club** for land area of 5,687m² at Galloway Park, as shown in Attachment 1 of the report, being Lot 412 Town of Hamilton East, subject to the following terms and conditions:
 - i. Term 10 years;
 - ii. Rent \$1,414.76 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 Guidelines.
- c) approves a new community group lease under s54(1)(b) of the Reserves Act 1977, to Phoenix House Charitable Trust for land area of 2,163m² at 22 Richmond St, Beetham Park, as shown in Attachment 2 of the report, being Allotment 212, Town of Hamilton West, subject to the following terms and conditions:
 - i. Term 10 years;
 - ii. Rent \$842.11 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. Special Condition access and use of adjacent Council carpark, outside of H3 use for events and bookings.
 - iv. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines; and
- d) approves a new community group lease, under s54(1)(b) of the Reserves Act 1977, to St Pauls Collegiate Rowing Club Incorporated for land area of 252m² at Days Park, as show in the Attachment 3 of the report, being Lot 33, DPS 6071, subject to the following terms and conditions:
 - i. Term 15 years;
 - ii. Rent \$193.63 plus GST per annum, in accordance with the Community Occupancy Policy;
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Guidelines.

12. Preparation of Draft Riverside Reserves and Natural Areas Management Plan

Team Leader - Planning & Policy and Landscape Architect and Planner spoke to the report and summarised the project steps. They responded to questions from Elected Members concerning updating reserves documents, process and timelines of reviews, cost, ramifications of delayed decisions, nature in the city resourcing and reserves classed under Significant Natural Areas.

Resolved: (Cr Naidoo-Rauf/Cr Casey-Cox)

That the Community and Natural Environment Committee:

- a) receives the report;
- b) approves the public notification of the review; and
- c) approves the preparation of a draft Riverside Reserves and Natural Areas Reserve Management Plan.

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13. General Mangers Report

General Manager Community spoke to the report, noting the highlights of Accessible Properties' projects, duration of recurrence of the report as it is an annual report required as per the condition of sale and programmes run by the Accessible Properties. She responded to questions from Elected Members concerning partnership opportunities with accessible properties.

Resolved: (Cr Naidoo-Rauf/Cr Casey-Cox)

That the Community and Natural Environment Committee receives the report.

14. Resolution to Exclude the Public

Resolved: (Cr Naidoo-Rauf/Cr Wilson)

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.

	eral subject of each ter 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 and Natural Environment Committee Minutes - 18 April 2023) Good reason to withhold) information exists under) Section 7 Local Government) Official Information and) Meetings Act 1987 	Section 48(1)(a)
C2.	Rotokauri Community Park Acquisition)	
C3.	City Investment Programme Applications and Campaigns update		

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)
Item C2.	to enable Council to carry out commercial	Section 7 (2) (h)
	activities without disadvantage	Section 7 (2) (i)
	to enable Council to carry out negotiations	
Item C3.	to enable Council to carry out negotiations	Section 7 (2) (i)

The meeting moved to the public excluded session at 11.39am.

The meeting was declared closed at 11.59am.

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Council Report

Committee: Community and Natural

Environment Committee

Author: Arnold Andrews **Authoriser:** Michelle Hawthorne

Position: Governance Advisor **Position:** Governance and Assurance

Date:

Manager

10 August 2023

Report Name: Chair's Report

Report Status	Open
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Recommendation - Tuutohu

That the Community and Natural Environment Committee:

- a) receive the report; and
- b) requests staff investigate the role of a city-wide facilities co-ordinator and report back with options and costings in time for it to be considered as part of the 2024-34 Long-Term Plan.

Attachments - Ngaa taapirihanga

Attachment 1 - Chair's Report



Chair's Report

Teena koutou katoa,

Welcome to the fourth Community and Natural Environment Committee meeting of this triennium.

It has been a busy few months and I'd like to highlight some milestones and achievements.

Hamilton Gardens TripAdvisor rating

Hamilton Gardens has been named as one of the top 1% travel experiences in the world!





Decades of a clear vision and continuous commitment from our Council, community and staff has led to this phenomenal achievement. On behalf of this Committee and it's members, I'd like to formally acknowledge past and present Elected Members, past and present key staff members including Dr Peter Sergel (former Director of the Gardens), and the large team of staff and volunteers, especially our hard working and dedicated gardening team, who have contributed to creating this jewel in Hamilton's crown. A proud moment for Hamilton!

City Safe work with Police to help make arrest

I'm sure we are well aware of the everyday assistance our City Safe team provide to the community and Police. I'd like to highlight the great work of this team and the important role they play in keeping Hamilton safe. A recent incident has once again proved their value and importance.

Thanks to our CCTV operations team, City Safe were able to alert Police to a man who was acting suspiciously at some traffic lights. He then approached a vehicle stopped at the lights and attempted to pull the driver from the seat. The driver got away safely, and Police were able to apprehend the man a short time later. The Police media release acknowledged the important role that City Safe played in this incident and said, "Police value the relationship with City Safe staff who are able to assist Police in preventing crime through early detection." Well done and thank you to City Safe.

Link to the full media release here.

https://www.police.govt.nz/news/release/police-and-council-work-together-make-arrest-hamilton





Te Kete Aronui Rototuna Library officially opened!

A definite highlight and a significant milestone for our city – Hamilton's first ever purpose built library opened its doors on 21 July 2023 and saw a staggering 7000 visitors over its 3 day opening weekend. I'd like to acknowledge the many people – elected members, Council staff, community advocates and contractors – who have championed this project over the many years and delivered a space the community are proud to call their own. As North East Community Hub's spokesperson Katy King said, "This project was not built for the community, but WITH the community." An incredible result that we can all be proud of!



From Deputy Chair Anna Casey-Cox

It has been wonderful to see all our gully and restoration projects busy with tree planting and the enthusiasm of our community joining in. Along with plantings at Mangakotukutuku and Hillcrest Stadium, I was fortunate to attend the collaborative Matariki Multicultural Tree Planting at Waiwhakareke. This event was organised collaboratively by Council, Earth Diverse and the Waikato Interfaith Council with support from the Multicultural Society, Matariki ki Waikato and many more community organisations. This event was a marvellous example of how collaboration delivers results - over 4000 saplings were planted by well over 100 attendees from many different cultures.

We are excited by the work happening to develop a Tree Policy for our city. This policy will mean better processes for caring for and protecting our trees in public spaces and enhanced canopy cover in our city. This is vital work, particularly as we consider our strategic commitments to indigenous biodiversity (also now a requirement of the National Policy Statement on Indigenous Biodiversity) and the mitigation of climate change. There is a lot of work to do, and we are very appreciative of the many restoration volunteers who are right there with our Council team planting, weeding and bringing the collective vision of Nature in the City to life.



Facilities Co-ordinator role

Both Deputy Anna and I are continuously visiting community groups and community houses. We also hear from the numerous groups who are looking to book space at our facilities, often unsuccessfully. We are all aware, from previous staff reports, of our City's lack of community space. Our team does an amazing job with the resources they have, and there is a wider piece of work over the long term to address the overall shortfall in bookable community space.

In the short term, we would like staff to investigate whether a Facilities Co-ordinator role could address some of these pressures. The community would benefit from having visibility over which Council and non-Council spaces exist and are available. A database of this combined information does not currently exist. This could provide us with an opportunity to relieve some of the pressure we face due to the current shortfall of Council-owned community space.

Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Kelvin Powell **Authoriser:** Helen Paki

Position: City Safe Unit Manager Position: General Manager Customer

and Community

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

Report Status	Open

Purpose - Take

 To inform the Community and Natural Environment 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 period April to June 2023.

Staff Recommendation - Tuutohu-aa-kaimahi

2. That the Community and Natural Environment 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 and Natural Environment 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 April to June 2023 and outlines achievements in the yearly workplan. The new workplan for the year ahead is currently being finalised and will focus on the priority areas identified in the most recent external monitoring and evaluation reports and the recommendations made following recent weather-related responses.
- 6. Updates are included on the following issues:
 - i. Pou Aarahi Training
 - ii. Emergency Management Bill
 - iii. Exeter Street Flood event
 - iv. Exercise Rua
 - v. Training update
- 7. Staff consider the matters in this report have low significance and that the recommendations comply with the Council's legal requirements.

Discussion – Matapaki

Pou Aarahi Training

- 8. Pou Aarahi is the name given to nominated Iwi/ Maori members who support the Controller to ensure that interactions with and between iwi/ Maori networks are managed appropriately and to provide advice on tikanga, kawa advice, and to identify areas of particular significance to iwi/ Maori. Another part of the role is to ensure that the welfare of the wider Maori community and whanau is captured in our response planning.
- 9. In early July we held our first ever Pou Aarahi training. Six nominees from manawhenua and maatawaka took part in a half day training session that we had designed. It was a highly successful session with very positive feedback from attendees. All six of the attendees have committed to providing ongoing Pou Aarahi support to Hamilton Civil Defence. This is a significant achievement for us. Four of the attendees will be participating in our upcoming exercise.

Emergency Management Bill

10. In June the proposed reform of New Zealand's emergency management system reached a milestone with the Emergency Management Bill introduced to Parliament. The Bill is seeking to create a more modern, inclusive and enduring legislation to support emergency management activities. The Bill is not intended to be a major transformation of the current emergency management system but rather make some practical improvements to ensure that our systems are fit for current and future needs.

Emergency Management - Factsheet about the bill

- 11. Some of the key proposals of the Emergency Management Bill include:
 - Replacing the term 'civil defence emergency management' with emergency management
 - ii. Recognising and enhancing the role of Maori in emergency management
 - iii. Clarifying roles and responsibilities across the emergency management system
 - iv. Enhancing the resilience and criticality of critical infrastructure
 - v. Enabling equitable outcomes for communities disproportionately impacted by emergencies
 - vi. Updating legal and regulatory frameworks for thew emergency management system
- 12. Council supported submissions made by Waikato Group Civil Defence to the Minister of Civil Defence as part of the consultation phase ahead of the Bill being drafted. The Bill broadly supports the submission that were made. The Bill recognises some of the lessons that have been learnt from emergencies over the years.
- 13. The Bill does not remove the existing local and regional response and recovery roles or change the emergency powers available under a state of emergency or transition period.

Exeter Street Flood Event

- 14. In late June a storm water pond situated on private land above Exeter Street in Glenview breached its banks sending a torrent of water into the cul- de-sac and causing flooding on the lower half of the street and leaving a trail of water and silt across the road and sections of affected properties.
- 15. The event was successfully managed by the Infrastructure Operations Waters team and as part of the response, a group of Civil Defence Welfare staff were mobilised to undertake visits to all the affected home and provide them with information about support that was available. The response by Council was praised by local residents.

16. The ponds and dam are privately owned but managed by Waipa District Council. They are used to hold storm water and protect downstream areas from flooding.

Exercise Rua

- 17. The annual HCC CDEM Exercise (Exercise Rua) will be held on 19 July. CDEM Groups are required to undertake an assessed major exercise once a year, unless they have been activated for a real emergency event during that period.
- 18. Exercise Rua will be a full day exercise to respond to an emergency, with two shifts of staff working four hours each on an emergency response. Seventy-five staff will be taking part in the exercise, including our newly trained Pou Aarahi staff and the office of the Mayor. The performance of our response during the exercise will be externally assessed.

Training Update

- 19. This quarter saw an upsurge in training demand with 30 staff completing Civil Defence Courses. This brings the numbers of HCC staff who have undertaken some form of CDEM training to 334
- 20. A locally designed course aimed at delivered role specific training for administrative staff was held in June. There was an overwhelming demand with 25 staff undertaking the training, most of whom had no previous CDEM training or experience. Ten of these staff are also participating in Exercise Rua where their skills sets will be of huge support to function managers.

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. This has been allocated through operational budgets.

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'.

Climate Change Impact Statement

23. Staff have assessed the decisions required in this report have no impact on climate change.

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 wellbeing's').
- 25. 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.

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

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 - HCC SLA CDEM 4th Quarter Report



To: Hamilton City Council (HCC) – Community and Natural Environments Committee

Authorised by: Kelvin Powell, HCC Civil Defence Emergency Management (CDEM)

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

Date: 18 July 2023

Subject: HCC CDEM Quarterly Report – Quarter 4 – April to June (inclusive) 2023

Priority Work Programme summary:

- 1. The work programme for the 2022 / 2023 financial year has been structured to incorporate and align the actions and recommendations from the:
 - a. Waikato CDEM Group Plan actions prioritised by Coordinating and Executive Group (CEG)
 - b. The HCC Capability report recommendations (2019 and Nov 2022)
 - c. COVID 19 after action report recommendations (2020) prioritised by CEG
- 2. All actions in the pan 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.

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
Welfare		 The Welfare function in HCC has been well established for a long time so the activities highlighted in the local business plan are ongoing in nature, rather than transformative and there are no concerns that HCC is able to quickly establish a welfare response if required. Current focus is to check and adjust the status of Civil Defence Centres and Community Lead Centres considering lessons learnt from Auckland, Hawkes Bay and Waikato emergency responses.
Training & exercising		 As well as Group led training HCC staff have been taking part in local communities of practice where the teams get together to improve their understanding and practice to operate an emergency operations centre. The HCC LTP currently does not include the "Group agreed" KPI relating to efficacy of training being measured through an annual exercise. The next iteration of the HCC LTP should include the KPI.
Recovery		 The HCC Recovery Plan and arrangements requires to be reviewed and improved. There are Group wide resources and a combined recovery workplan to achieve that. Since the last report one of the HCC Recovery Managers has left, leaving one. Next steps are for the Recovery Manager to enrol in and complete the required training (RRANZ course) and to review the operational recovery plan.

Doc # 26726385

Operational readiness (staff, facilities & functions) Communications	 Activity in this work area is in a continual improvement phase (as opposed to development). Continual improvement is made in this area in accordance with lessons
/ ICT	learnt from activations and exercises.
Resilience	 Work to include overland flow paths in Hamilton to the Waikato Region hazards portal has still in progress. The intent is that the portal becomes a one stop shop for hazards information in the region. The information is available on the HCC flood path viewer on the HCC website. Work done to improve CDEM and hazard information on the HCC website is currently being updated.
	Community resilience will be a large focus for the rest of FY23/24. Communities of interest have been identified with the HCC Community Development team and they include elderly, migrant, Pasifika and disability groups. In addition, there has been good progress made establishing contact with Kirikiriroa and Hui Te Rangiora Marae.

Overview of workplan for FY 2022/23

The intended work plan has made good progress this year and the focus has been on the agreed priority work areas. This has involved a mixture of Group Plan actions, recommendations from the independent Capability Assessment 2022 and lessons learnt from exercise "Tahi".

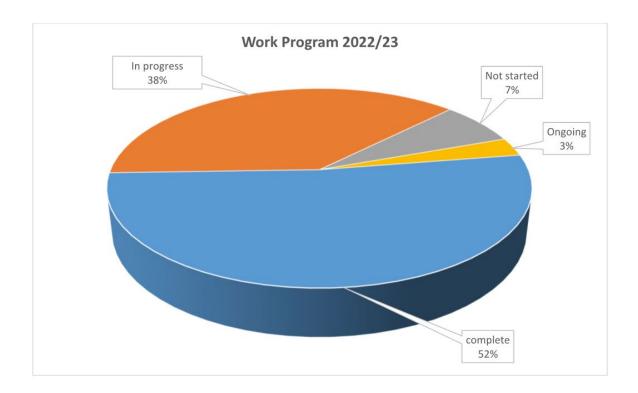
Referring to the pie graph below:

- The ongoing actions are those that are considered to be developed to a stage where they will be
 ongoing each year to maintain CDEM capacity and capability e.g. having a training plan and training
 staff.
- The in-progress actions are in "continual improvement" and there is nothing that is mission critical.
- The completed actions are those that include development of new activity and some of this will now move into the ongoing and continual improvement parts of the FY23/24 work programme.

There have been several interruptions to the work plan over the last 12 months including staff vacancies and Emergency Management Professionals being engaged in response activity for a good part of the first 3 months of 2023.

Emergency events in the Waikato Region and other parts of the country continue to serve up lessons to be learnt and applied to HCC as appropriate. This adds to the work plan and where they relate to response and readiness for response become a high priority.

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Item 8

Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Rebecca Whitehead **Authoriser:** Helen Paki

Position: Unit Director - Community **Position:** General Manager Customer

Services and Community

Report Name: Kia oho te mauri o Kirikiriroa Hamilton City Libraries Strategy 2023-2033

Report Status	Open
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Purpose - Take

1. To seek approval from the Community and Natural Environment Committee of Kia oho te mauri o Kirikiriroa – Hamilton City Libraries Strategy 2023-2033.

Staff Recommendation - Tuutohu-aa-kaimahi

- 2. That the Community and Natural Environment Committee:
 - a) receives the report;
 - b) approves Kia oho te mauri o Kirikiriroa Hamilton City Libraries Strategy 2023-2033; and
 - notes that annual reports on progress against the strategy outcomes, which will include updates on key actions from the action plan, will be presented to the Community and Natural Environment Committee from July 2024.

Executive Summary - Whakaraapopototanga matua

- The review of the Draft Kia oho te mauri o Kirikiriroa Hamilton City Libraries Strategy 2023-2033 (previously called Hamilton City Library's Strategic Plan 2015-2025) began in October 2021. The draft strategy provides clarity on Hamilton City Libraries future direction and priorities for the next 10 years.
- 4. A briefing was held with Elected Members at the beginning of the review in November 2021, seeking guidance on strategy direction and engagement tactics.
- 5. Engagement took place in February March 2022. This included a public survey, smaller targeted surveys, and face to face meetings to include mana whenua, hapori (community), library staff, and schools' views.
- 6. Respondents agreed with the direction of the strategy and supported the prioritisation of exciting, welcoming and accessible spaces that encourage more people to use library services and enhanced online services, platforms and resources. Non-users agreed but also wanted more Te Reo and Maaori culture included in the spaces.
- 7. Funding for any initiatives identified in the Draft Strategy and associated action plan would be considered through annual and long-term planning cycles.

8. Staff consider the decision in this report have low significance and that the recommendations comply with the Council's legal requirements.

Background - Koorero whaimaarama

- 9. Te Ohomauri o Kirikiriroa, Hamilton City Libraries have been an essential part of life for Hamilton Kirikiriroa for over 150 years, the city's first library opened in 1870.
- 10. Since then, the network of libraries has grown and Hamilton City now has seven branches, with the recent addition of Te Kete Aronui in the Rototuna Village.
- 11. The review of Hamilton City Libraries' key strategic document began in October 2021. The review was undertaken to ensure that library services align with the needs of our growing community. Prioritising services that connect with community beyond the library walls and the enhancement of our spaces, collections, and programming.
- 12. The **Draft Kia oho te mauri o Kirikiriroa Hamilton City Libraries Strategy 2023-2033** provides clarity on Hamilton City Libraries future direction and priorities for the next 10 years.

Discussion - Matapaki

- 13. The Draft Strategy was developed using a range of engagement tools including a public survey, smaller targeted surveys, and face to face meetings to include mana whenua, hapori (community), library staff, and schools' views. Results from engagement are available in Attachment 3 Hamilton City Library Strategy: Engagement and Insight Report.
- 14. Respondents agreed with the direction of the strategy and supported the prioritisation of prioritisation of exciting, welcoming and accessible spaces that encourage more people to use library services and enhanced online services, platforms and resources. Non-users agreed but also wanted more Te Reo and Maaori culture included in the spaces.
- 15. The purpose of the Strategy is to:
 - i. Outline Te Ohomauri o Kirikiriroa, Hamilton City Libraries' future direction and priorities for the next 10 years.
 - ii. Align library services with other strategies, policies and plans whilst focusing on the complex, unique and specific activities of libraries.
 - iii. Provide the foundation for an action plan and monitoring framework to ensure we are achieving intended outcomes.
- 16. The Strategy has a strong focus on biculturalism, equity of access to services, and community partnerships.
- 17. The vision and purpose of the Draft Strategy are:
 - Vision: Hamilton City Libraries play an integral role in shaping a city where our people and communities thrive and prosper.
 Ka aawhina ngaa Whare Pukapuka o te Taaone nui o Kirikiriroa ki te hanga taaone nui e kaha ai te tupu me te pai o oo taatou iwi me o taatou hapori.
 - ii. Purpose: Hamilton City Libraries' services promote lifelong learning, inspire creativity, and strengthen our communities.
 Ko ngaa ratonga a ngaa Whare Pukapuka o te Taaone nui o Kirikiriroa e whakatairanga
 - Ko ngaa ratonga a ngaa Whare Pukapuka o te Taaone nui o Kirikiriroa e whakatairanga ana i ngaa akoranga moutere, hei whakahihiko i te auaha, hei whakapakari i o taatou hapori.

- 18. The vision and purpose are supported by four outcome areas:
 - i. **Literacy and learning:** We promote lasting literacy skills and empower Hamiltonians to be active learners and citizens.
 - ii. **Culture and community:** We are a key part of the growing city, providing programmes, collections and events that reflect our diverse cultures and communities.
 - iii. **Digital inclusion:** We promote equitable access to digital technologies and use innovative approaches to improve user experience.
 - iv. Engaging spaces: We provide welcoming destinations that people want to visit.
- 19. Once the strategy is approved, an action plan will be developed to support implementation and monitoring. The strategy and associated action plan will capture new and existing projects and actions and help to prioritise project proposals for the Long Term Plan.
- 20. The recently opened branch Te Kete Aronui is the first Hamilton library to be designed and built as a community hub. In line with the outcomes of the Draft Strategy, Te Kete Aronui is purpose built to support a broad range of community functions and services.
- 21. Hillcrest Library will be the first redevelopment project to be considered through the upcoming Long Term Plan discussions (currently an approved project in the 2021-31 LTP).
- 22. Reporting against the strategy outcomes including updates on key actions, will occur annually. It is anticipated that this will be supported through work that the Strategy team is currently undertaking to create a consolidated or consistent approach to Strategy reporting.
- 23. The Draft Strategy has been developed to align with several of Council's existing plans, policies and strategies, including:

Our Climate Future	Considers how Libraries contribute to Climate Action through our value of Sustainability.
Hamilton Urban Growth Strategy (HUGS)	Considers how Libraries support and adapt to growth through service delivery.
He Pou Manawa Ora	Supports He Pou Manawa outcomes through outcome one (Literacy and learning) and two (Culture and community).
Community and social development strategy	Supports positive community and social outcomes, developing community capacity and activating public spaces through all four outcome areas.
Play Strategy	Supports the play strategy through approach to outcome one (literacy and learning) and outcome four (engaging spaces).
Disability Policy and Action Plan	Inclusive planning and adaption of libraries, wherever possible, will ensure that they are accessible, enhancing social equity for disabled and older people.
Welcoming communities plan	Supports Welcoming Communities Plan through the development of welcoming public spaces that celebrate, nurture and reflect culture and identity.

24. If the draft strategy is not approved there is a risk that future decisions may be misaligned.

Financial Considerations - Whaiwhakaaro Puutea

- 25. The development of strategies and policies is a regular operating activity funded through the Long-Term Plan.
- 26. Approximately 150 hours of staff time has been put towards the development of the strategy, at a total cost of \$15,000.
- 27. Printing and graphic design services had a cost of \$2,000.

28. There are no significant financial implications associated with this recommendation and approval of the Draft Strategy does not commit the Council to any funding. Proposals to implement the strategy through the associated action plan will be fully scoped and considered during the Long Term Plan.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

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

Climate Change Impact Statement

- 30. Staff completed an climate adaptation assessment which determined that the project adequately responds to climate change risk.
- 31. Staff have determined that the staff recommendation reduces greenhouse emissions.

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. Libraries contribute to the social wellbeing of community members in many ways. They provide access to information, bridge the digital divide, provide spaces for community to gather, and support education. They can also contribute to sense of belonging and social inclusion through their focus on equity and inclusion.

Economic

36. Libraries provide resources and support that enable productivity and learning for community members, therefore supporting the economic wellbeing of community through advancing employment options and other economic opportunities. Libraries also benefit community members economically through the provision of free and low cost access to resources through lending.

Environmental

37. Libraries inherently support the environment and sustainability through the provision of lendable resources that can be used and re-used by the community. They also provide educational materials that help to grow knowledge around the natural environment and sustainability.

Cultural

- 38. Libraries support and preserve culture through provision of cultural resources, preservation of culture through our heritage collections, cultural programming, and events, fostering awareness and inclusion of diverse cultures.
- 39. Outcome two of the draft strategy focusses specifically on how we can positively contribute to cultural wellbeing outcomes for the community. It outlines our commitment to embracing culture (specifically Maaori culture, Te Ao Maaori, Te Reo Maaori, and Matauranga Maaori) within our spaces and through the way libraries work to support cultural inclusion and expression.

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

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

41. 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

- 42. Community views and preferences are already known to the Council through engagement with mana whenua, community, and key stakeholders through the development of the Draft Strategy.
- 43. Engagement included:
 - i. Community survey
 - ii. Smaller targeted surveys to schools and library staff
 - iii. Targeted face to face engagement with mana whenua, library staff and schools
- 44. Community engagement will also precede any significant capital projects that are undertaken in the future as a result of the Draft Strategy and associated action plan.
- 45. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - Ngaa taapirihanga

- Attachment 1 Kia oho te mauri o Kirikiriroa | Hamilton City Libraries Strategy 2023-2033
- Attachment 2 Kia oho te mauri o Kirikiriroa | Hamilton City Libraries Strategy 2023-2033 | Appendix Background information document
- Attachment 3 Hamilton City Library Strategy Engagement tactics and submissions insights



/hakatauki overb



Raarangi upoko

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Tiimatanga koorero Introduction

Te Ohomauri o Kirikiriroa, Hamilton City Libraries have been an essential part of life for Hamilton Kirikiriroa for over 150 years. Libraries exist to help people find their place in the hapori (community), provide access to reliable information and services, and help people connect through the koorero (stories) they love. As our hapori changes, libraries will remain an invaluable resource.

The city's first library opened in 1870. Over time the network has expanded to seven library branches: Te Koopuu Maania o Kirikiriroa (Central); Kukutaaruhe (Chartwell); Te Tiwha o Pareiiriwhare (Dinsdale); Mangakootukutuku (Glenview); Manga-o-Nua (Hillcrest); Waiwherowhero (St Andrews); and Te Kete Aronui (Rototuna Village). Library services extend beyond our physical branches through outreach services in community spaces, and are available through our website and other online platforms.

The first Hamilton City Library's Strategic Plan (2015-2025) heralded the transition from the traditional public library model towards a greater electronic collection and virtual library service, while strengthening the role our libraries play in our communities. Since the strategic plan was adopted new services, including the public Artspace, Auaha Makerspace and the Chartwell

Courtyard, have transformed the look and feel of our branches. In 2023, Te Kete Aronui library opened in Rototuna. Te Kete Aronui offers diverse resources and spaces for the community, and is operated through partnerships that contribute to positive community outcomes.

Kia oho te mauri o Kirikiriroa - Hamilton City Libraries Strategy 2023-2033 has a strong focus on biculturalism, equity of access to services, and community partnerships. We have used the voice of our hapori, current user data, and wider sector trends to inform strategy outcomes. The four outcome areas of Literacy and Learning; Culture and Community; Digital Inclusion; and Engaging Spaces will help to guide our actions as we work towards achieving our vision where Te Ohomauri o Kirikiriroa, Hamilton City Libraries help to shape a city where our people and communities thrive and prosper.

Purpose

The purpose of the strategy is to:

- Outline Te Ohomauri o Kirikiriroa, Hamilton City Libraries' future direction and priorities for the next 10 years.
- Align library services with other strategies, policies and plans whilst focusing on the

- complex, unique and specific activities of libraries.
- Provide the foundation for an action plan and monitoring framework to ensure we are achieving intended outcomes.

It connects with other Hamilton City Council strategies, plans and policies including the Play Strategy, He Rautaki Whakawhanake Hapori - Community and Social Development Strategy, The Hamilton City Libraries' Te Uu Ki Te Tikanga Rua (bicultural commitment), He Pou Manawa Ora (Pillars of Wellbeing) Strategy as well as Public Libraries of New Zealand Strategic Framework 2020-2025.

The strategy sets out our high-level aspirations and long-term goals and is not intended to be a detailed work plan. Funding for specific initiatives will be considered through our Long-Term planning cycles.

Partnerships with the hapori whaanui (wider community) will be essential to delivering the outcomes in the Libraries Strategy. We will also use this document to encourage others to partner with us or lead initiatives that deliver on our shared aspirations for Hamilton Kirikiriroa.

Te tirohanga whakamua

Our future vision

Our vision and purpose shape our future services, planning and investment.

Our vision

The vision describes our desired future state of Te Ohomauri o Kirikiriroa, Hamilton City Libraries. The vision is how library services will function once the strategy has been implemented. The vision acknowledges the essential role we see libraries fulfilling in supporting the future wellbeing of our taangata (people) and hapori (community).

Our purpose

The purpose describes Te Ohomauri o Kirikiriroa, Hamilton City Libraries' role in achieving this vision.



Rautaki Strategy

Poipoia te kaakano kia puawai Nuture the seed and it will blossom

Vision

Hamilton City Libraries play an integral role in shaping a city where our people and communities thrive and prosper.

Ka aawhina ngaa Whare Pukapuka o te Taaone nui o Kirikiriroa ki te hanga taaone nui e kaha ai te tupu me te pai o oo taatou iwi me o taatou hapori.

Outcome area one:

Literacy and Learning

Ko te reo matatini me te akoako

We promote lasting literacy skills and empower Hamiltonians to be active learners and citizens.

Purpose

Hamilton City Libraries' services promote lifelong learning, inspire creativity, and strengthen our communities.

Ko ngaa ratonga a ngaa Whare Pukapuka o te Taaone nui o Kirikiriroa e whakatairanga ana i ngaa akoranga moutere, hei whakahihiko i te auaha, hei whakapakari i o taatou hapori.

Outcome area two:

Culture and Community

Ko te ahurea me te hapori

We are a key part of the growing city, providing programmes, collections and events that reflect our diverse cultures and communities.

Outcome area three:

Digital Inclusion

Ko te whakaurunga matihiko

We promote equitable access to digital technologies and use innovative approaches to improve user experience

Outcome area four:

Engaging Spaces

Ko ngaa waahi whakahohe

We provide welcoming destinations that people want to visit.

Ko ngaa uara Our values

These values and attitudes guide our actions and decision-making and have influenced the development of the strategy. We will continue to reference them as we develop plans to support the implementation of the strategy.



Hamiltonians should and can have access

to the resources and services available at Te

Hamilton City Libraries

no matter who they

boundaries. Libraries

will provide fair and equitable access to

Equity¹











partnership

achieved by working in partnership. We will collaborate and other key partners

Equity: refers to fairness and justice and is distinguished from equality: Whereas equality means providing the same to all, equity means recognising that we do not all start from the same place and must acknowledge and make adjustments to imbalances.

information available to us to guide our also ensure that hapori (community) are able for any information that is important to them.

Inclusivity and acceptance

accessible, and safe

We will be guided by Te Ao Maaori in our decision-making to ensure that our work acknowledges the

Valuing Te Ao Maaori

Libraries will continue to look for new and improved ways to work sustainably and take action on climate change. We will and interrelationship of also support hapori all living and non-living education about programming and resources.

Te Ohomauri o Kirikiriroa Hamilton City Libraries

Our network of libraries is made up of five neighbourhood libraries, one urban library (the Central Library) and one community hub (Te Kete Aronui- Rototuna Library).

The Central library holds the Heritage Collection and has innovative services like Auaha Makerspace.

Te Kete Aronui, Rototuna Library is a purpose built community hub offers a broad range of services to the

Diverse programming is available at every branch in the network, and we will continue developing spaces where people can work creatively, connect socially and access library services.

- Hub Includes community use spaces and other social support services/programming.
- Neighbourhood Services local communities, high number of issues of lending materials.
- **Urban** Services the central city as a hub, provides community spaces and unique services.



Ngaa koorerorero ki to tatou hapori

Conversations with our community

Our hapori/community:

In 2022 Hamilton Kirikiriroa had population of approximately 180,000 people, and by 2052 this number is projected to grow to 270,000. In 2022 there were over 38,100 borrowers, which is approximately 21% of the city's population. If at least 21% of the population continue to use the libraries the borrowers will rise to approximately 56,700 by 2052.

Our spaces are used by many, there were over 942,000 visits and we lent over 1.1 million resources in 2022. Membership, visits, and issues were impacted by the COVID-19 pandemic. In 2022 they had not fully recovered to pre-pandemic levels but numbers had been consistently rising with the opening of Te Kete Aronui and increased activation across all sites, this is expected to keep rising.

Hamilton Kirikiriroa is expected to grow significantly in the next 50 years. Much of this growth will happen through the intensification of current areas of the city, most notably in the central city. Understanding the impacts of growth on the makeup of the city will enable responsive services, the ability to access and prioritise investment, and development of strategic partnerships.

Our population is diverse, with over 160 ethnicities represented, and is expected to become more ethnically diverse as we grow. Library services will adapt delivery to reach more of our community through providing diverse options to meet diverse needs.

Hamilton Kirikiriroa also has a higher percentage of the population who are Maaori compared with national figures (24% vs. 17%). The ethnicity makeup of libraries' is slightly different to Hamilton Kirikiriroa's general population, with a smaller percentage of Maaori and Pacific users.² Libraries will work in partnership to engage populations that are underrepresented, and create spaces and services that better reflect and engage our hapori.

With a median age of 33, Hamilton Kirikiriroa has a relatively young population, but the percentage of Kaumatua (older people⁴) is projected to grow from 12% of the population in 2018 to 15% in 2028. The largest age group of active library users are 30-39-year-olds, followed closely by those who are 40-49 years and then 10-19-year-olds. This aligns with trends from overseas, in the USA Millennials (ages 26-40 years) were also the adult generation who were more likely to have visited a public library.

In the 2013 Disability Survey,³ 24% of Aotearoa New Zealand's population, was identified as having some form of disability, which means that accessibility needs to be considered in all our spaces and approaches. The values outlined in the Strategy reflect our commitment to the community, particularly regarding inclusion, accessibility and Te Ao Maaori. Te Ohomauri o Kirikiriroa Library Services are committed to providing space and resources for our community that meet the needs of a wide range of interests and abilities.



² Ethnicity is not a required field on library membership forms, and a large number of users (36%) have chosen not to provide details on their ethnicity.

³ The 2018 Census had data limitations which meant that an updated Disability Survey was not available for this period

How we engaged:

The strategy was developed using a range of engagement, including a public survey, smaller targeted surveys and face to face meetings to include key stakeholder groups and partners' views. We engaged with the hapori, library staff, mana whenua, and schools in February and March 2022.

What we heard:

We received more than 300 responses through a community survey, and held stakeholder meetings with mana whenua and local schools. Respondents provided overwhelmingly positive feedback on the vision, purpose, and provided confirmation that the four outcomes resonated and reflected their aspirations.

This engagement helped form our outcome areas and will assist us in improving our online platforms and resources, promoting greater integration of Te Reo and Tikanga Maaori, and in implementing fresh approaches to provide inclusive, accessible, and engaging spaces.

More than — 300 responses

Respondents said that we should:

Have enhanced online spaces, platforms and resources

Prioritise exciting and welcoming spaces

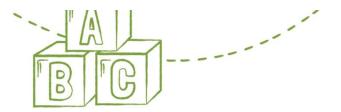
Be enabling and accessible spaces to encourage people to use our library services more in the future.

Non-users agreed but also wanted more inclusion of Te Reo and Maaori culture.



Outcome area one

Ko te reo matatini me te akoako Literacy and learning



We promote lasting literacy skills and empower Hamiltonians to be active learners and citizens.

The concepts of literacy and learning are core to the philosophy of public libraries. Literacy goes beyond the ability to read and includes being able to absorb and understand information – a skill that supports every aspect of a person's life. Promoting and enabling literacy will remain a priority for Te Ohomauri o Kirikiriroa, Hamilton City Libraries.

In recent years there has been a decline in the literacy of our tamariki (children) and rangatahi (young adults), partly due to the COVID-19 pandemic. Even prior to the pandemic, a 2020 UNICEF report noted that only 64.6% of 15-year-olds in Aotearoa had basic reading and maths skills

While the role of a public library is to support literacy and learning across a person's lifespan, Te Ohomauri o Kirikiriroa, Hamilton City Libraries will focus on supporting the development of early literacy. Aiming to foster a love of public libraries, reading, and learning in tamariki that will last throughout their lives. This will be

achieved through partnerships with the Ministry of Education and local schools to encourage students to engage with public libraries from a young age.

Learning through play is essential for the development of early literacy. It enables children to actively engage with their environment, fostering creativity, critical thinking, problemsolving skills, and a deep understanding of concepts in a joyful and meaningful way. Our mission to improve literacy will be supported through playful approaches to delivery in both our spaces and programming.

The ages, interests, cultures, languages and access needs of our hapori (community) will be reflected in literacy promoting programming and services. Outreach services that prioritise non-traditional users will help support equitable access to library resources and ensure that Libraries continue to play an essential role in community life for everyone in Hamilton Kirikirina

The spread of misinformation during the digital media era has made access to reliable sources increasingly important. Te Ohomauri o Kirikiriroa, Hamilton City Libraries are committed to providing a range of good quality information sources, and promoting the literacy skills to discern between reliable and unreliable

Libraries also have a role to play in the development of civic engagement, the active participation of individuals in their communities, society, and government affairs. Active citizenship will be supported through the provision of opportunities to engage with civic matters through volunteering, events, exhibitions, and public engagement.

Focus areas:

- We will provide free and open access to high quality and relevant resources and information
- Our services and programming will be developed so that it is diverse, accessible and fosters a love of learning.
- We will encourage and promote literacy for the whole community.
- Our libraries support democracy and promote civic engagement.

What might this look like?

- We offer relevant, up to date collections and technology and ensure our resources are accessible to everyone.
- We form partnerships with the community providers and the education sector to connect with a wider audience.
- We use new outreach approaches in community spaces (e.g. marae, community centres, etc.) to enable connections with audiences who don't currently use our services.
- Partnerships with other parts of Council to champion public engagement on key topics like transport, climate change, or community services.

How will we know if we have been successful?

- Our hapori are more engaged in our programmes and resources.
- Our hapori see Libraries as important in supporting them with their involvement ir civic activities.



Outcome area two

Ko te ahurea me te hapori **Community and culture**



We are a key part of the growing city, providing programmes, collections, and events that reflect our diverse cultures and communities.

Libraries create safe, inclusive public spaces and events for hapori (community) to connect with people from diverse backgrounds. Te Ohomauri o Kirikiriroa, Hamilton City Libraries embraces the value of manaakitanga, which expresses respect, care, and hospitality, and ties people together. This sense of connection will be supported by collaborating with local hapori, including new services and functions that respond to their needs, and becoming social hubs for them to access support, and be creative

Libraries can support stronger identity and social connection through the provision of spaces that reflect and embrace the diversity of hapori. Future planning for libraries will be responsive to the unique needs of our diverse hapori. These will include the disability community (taangata whaikaha), rainbow community, diverse ethnic communities, and those who practice a religion.

The Hamilton City Libraries' Te Uu Ki Te Tikanga Rua (bicultural commitment) and Council's He Pou Manawa Ora (Pillars of Wellbeing) Strategy reflect our commitment to embrace Maaori culture, language and practices. These documents will be honoured by including koorero (stories) about Maaori history and cultural practices, and recognising Maaori values, • We serve a critical role in our growing city, knowledge and aspirations through future

Ngaa Koorero Tuku Iho - Heritage and Archives is a taonga (treasure) rich in information about the history that has shaped the identity and culture of Hamilton Kirikiriroa. Te Ohomauri o Kirikiriroa, Hamilton City Libraries care and preserve the taonga and make it available to the public online and in physical form. Libraries will continue to grow this collection both digitally and physically, including capturing contemporary information and stories about hapori for future generations.

Focus areas:

- We are committed to honouring Te Tiriti o Waitangi, biculturalism and manaakitanga.
- We support hapori pride, identity, and connection through our services and events.
- reflecting and celebrating each unique culture and hapori.

What might this look like?

- We work with partners to ensure Maaori art, te reo Maaori, Te Ao Maaori principles, and tikanga practices are seen and felt throughout all library
- We collaborate with the community to create content and shared events.
- · We respond to the changing make-up of the city by extending and diversifying our collections to meet the needs of our people.



How will we know if we have been successful?

- 1. Our hapori tell us that they see and feel their identity, language and culture reflected in our services and programmes.
- 2. We continue to create new and innovative ways to meet the needs of our hapori.

Outcome area three

Ko te whakaurunga matihiko Digital inclusion

innovative approaches to improve user experience.

We promote equitable access to digital technologies and use

Digital inclusion is the ability for hapori (community) to have equitable access to digital learning and technology in a fast-changing

Digital heritage collections, lending collections, and database resource subscriptions have increased in recent years as the growth in digital library resources (e-resources) has enabled access to library services from home. Over the last five years there has been a steady increase in the use of online platforms, and in 2023 there was 448,000 visits. This service was invaluable through the COVID-19 pandemic when access to bricks and mortar library facilities were restricted, and demand has continued to grow. To respond to this demand, Te Ohomauri o Kirikiriroa Hamilton City Libraries will continue to digitise more collections and extend services.

The drive to digital goes beyond access to collections - libraries all over the world are using technology to enhance other parts of their user experience, including the use of augmented reality, automation and robotics. Te Ohomauri o Kirikiriroa, Hamilton City Libraries will be adaptable and flexible to embed rich digital experiences into everything we do, whether it is accessing technology, exhibitions, in-person services or online visits, accessing collections, or visits to makerspace.

People who do not have the means to access digital information or know how to operate digital devices are at risk of being left behind as technology accelerates. Data poverty⁵ still exists in Aotearoa New Zealand, and older people, households with lower income, disabled people (taangata whaikaha), Maaori, and Pacific people are disproportionately

impacted. Community partnership programmes

Focus areas:

- We will increase online access to our collections and services
- We will embed rich digital experiences into everything we do.
- We will strengthen digital skills to support thriving communities.

and initiatives to support digital literacy will be prioritised for those with restricted access to data or technology. Library teams will be upskilled in a range of technology and digital formats to support the needs of library users and



- streaming content. • We will offer virtual reference services, such as online chat or email assistance, where librarians provide research support, answer questions, and help users navigate the library's digital resources.
- We will collaborate with community organisations to ensure everyone has access to digital learning and technology

Maa te huruhuru ka rere te manu

Adorn the bird with feathers so it may fly

How will we know if we have been successful?

- 1. We continue to evolve our digital offering to meet the ongoing needs of our hapori by using the data we have collected.
- 2. We see a continued increase in the member of our hapori who are accessing our digital

⁵ Data poverty: the concept of households and individuals that are not able to access or afford the amount of internet data they need to

Ko ngaa waahi whakahohe Engaging spaces



We provide welcoming destinations that people want to visit.

Creating welcoming, inclusive, engaging library spaces will attract more people to visit, help to inspire a love of learning, and support our other outcome areas. To achieve this, Te Ohomauri o Kirikiriroa, Hamilton City Libraries will develop inclusive, adaptable, multi-use spaces that can offer a broad mix of services for a wider range of the hapori (community).

A welcoming library space reflects its hapori in the way it looks and feels. Te Ao Maaori approaches to space and design, and spaces that incorporate diverse cultural expression will be included in library spaces.

The hapori can also be reflected in library spaces through the encouragement and facilitation of debate, performance, and creative activities. This may include hosting exhibitions that are created by hapori, other organisations or our heritage team. The creative use of space will encourage more people to visit and engage with our libraries.

Libraries will partner with iwi, community organisations, and other parts of Council to brings services, arts, and culture to libraries. Providing opportunities for hapori to engage with installations and for the spaces to be enhanced.

Hamilton Kirikiriroa has a young population, so spaces need to be relevant and appealing to tamariki (children) and their whaanau (families). Playful placemaking includes safe, bright, functional areas that tamariki enjoy, that spark imagination, and have space to host literacy building programmes like Wriggle and Rhyme.

The city will also see an increase in kaumatua (older people) in the coming years. Feedback from the community survey suggested that both kaumatua and rangatahi (young adults) would like to see quiet reading nooks and spaces for hapori use.

In line with international trends, the newest of our libraries, Te Kete Aronui Rototuna library,

integrates community services alongside library services and provides a new approach to how we use library space. This new library extends the network and provides an opportunity for us to explore new ways of using spaces, which can then be implemented across the other libraries.

Focus areas:

- We will ensure that there is something for everyone at the libraries.
- We will make libraries fun, inclusive, engaging and welcoming spaces.
- We will ensure that our library spaces respond to a growing city.



What might this look like?

- Engaging exhibits that are topical and unique.
- We will inspire tamariki by visually bringing to life their favourite stories within the libraries.
- We will investigate new and innovative approaches to delivery that extends access beyond library walls.

How will we know if we have been successful?

- 1. Our facilities are more accessible.
- 2. More people are visiting and spending longer in our spaces.
- 3. Hapori who agreed they 'had fun' while visiting our libraries.

Kuputaka

Glossary

Hapori	Community	Taangata	Disabled Person	
Hapori whaanui	Wider community Pillars of Wellbeing (Hamilton City Council Strategy)	whaikaha		
		Taangata	People	
He Pou Manawa Ora		Tamariki	Children	
Ihirangi Kaumatua	Contents page Older people	Te Ao Maaori	Te ao Maaori teaches us that all life is connected, and there is an intimate relationship between people and their environment.	
	SCHOOL MAN AND A VICE AVAILABLE OF THE SCHOOL OF THE SCHOO	Te Ohomauri	"The Awakening of Kirikiriroa" (Hamilton City Libraries)	
Kirikiriroa	"Long stretch of Gravel" Hamilton	o Kirikiriroa		
Koorero	Stories, to Speak,	Te Reo	The Language	
Mana whenua	People with territorial rights, power from the land, authority over land or territory, jurisdiction over land or territory - power associated with possession and occupation of tribal land. The tribe's history and legends are based in the lands they have occupied over generations and the land provides the sustenance for the people and to provide hospitality for guests.	Te Tiriti o Waitangi	The Treaty of Waitangi	
		Tiimatanga Koorero	Introduction section	
		Tikanga	Maaori customary practises and behaviours	
Manaakitanga	Hospitality, kindness, generosity, support - the process of showing respect, generosity, and care for others.	Rangatahi	Teenager/young adult	
		Whaanau	Family	
Paanui	Reading	Whakataukii	Proverb	

Tohutoro

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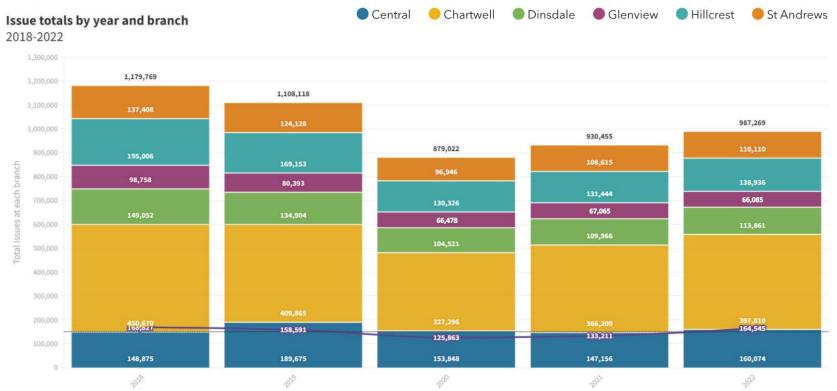




1. Summary of information collected from:

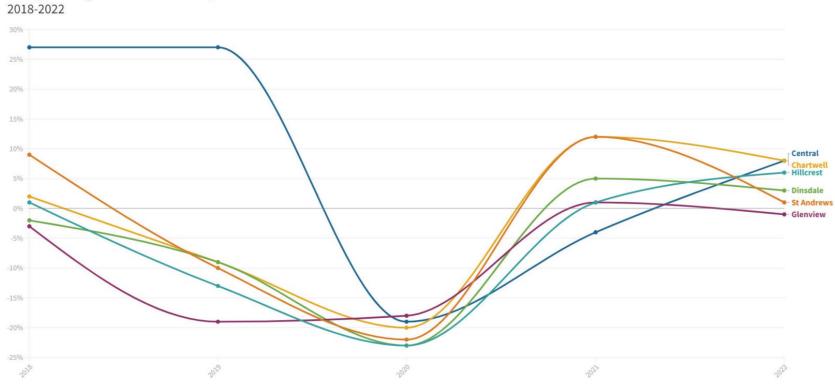
a. Library data and statistics

Physical Issues



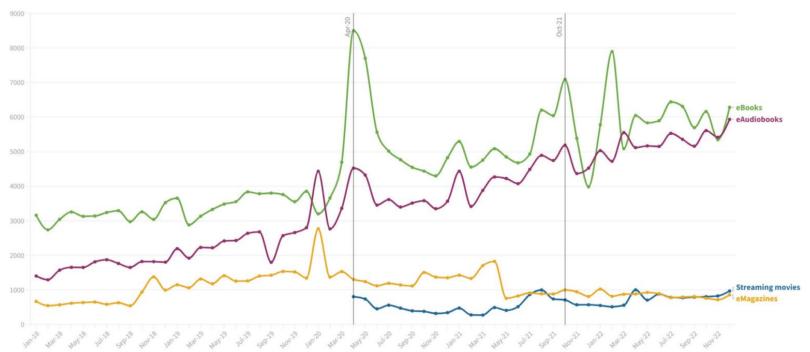
Purple line represents the branch average for each year.

Yearly issues growth and decline by branch



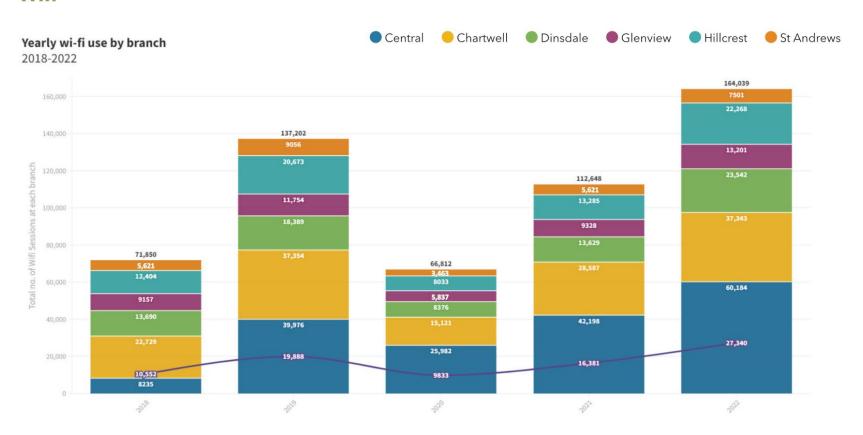
Monthly eCollections Issues







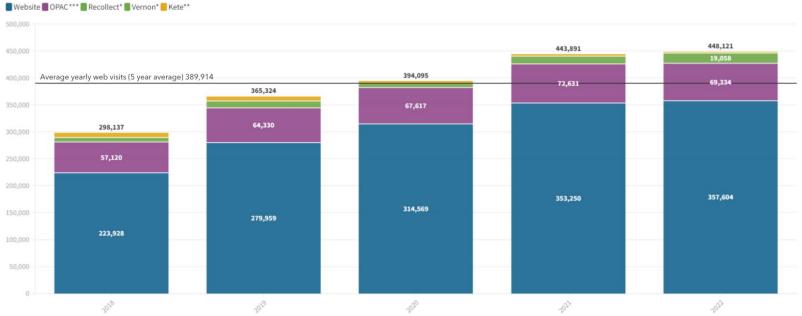
Wifi



Purple line represents the branch average for each year.

Yearly Web Visits by Year and Site 2018-2022





^{*} Vernon replaced Recollect as a digital collection manager from 2019.

^{**} Kete (an online sharing platform for community content) was closed down in August 2020, but continued to receive a small number of web visits until June 2022.

^{***} OPAC stands for Online Public Access Catalog and is an online bibliography of a library collection that is available to the public.

2. Library network access map

10 minute travel radius

Legend

Central Library

Chartwell Library

Dinsdale Library

Glenview Library

Hillcrest Library

St Andrews Library

Rototuna Library

- - - Comet (bus route)

— Meteor (bus route)

Orbiter (bus route)

---- Rototuna Rocket (bus route)

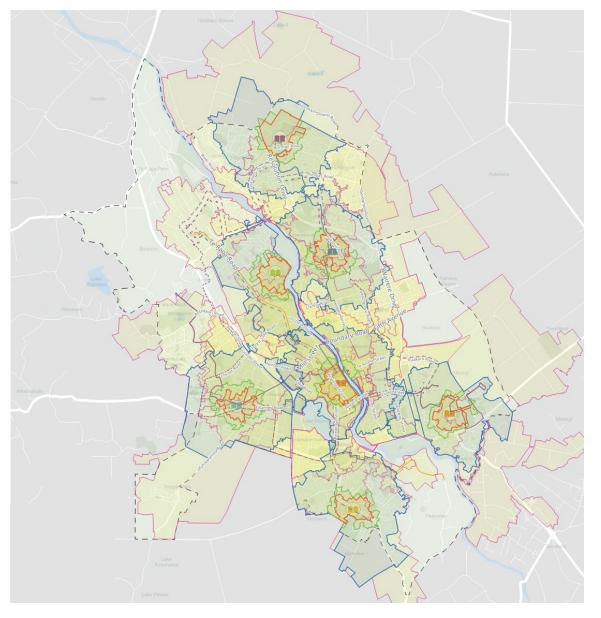
Peacocke (bus route)

Walking (Young/Aged) @3.7km/h

Walking (Adult) @5km/h

Cycle @14km/h

Vehicle @30km/h



3. Where this strategy sits within the wider **Council Strategic Framework (visual).**

We acknowledge the amazing organisations that we work alongside. These partnerships enables us to work towards positive outcomes for our hapori (community).

Hamilton City Council Libraries Strategy aligns with the following documents.

International direction:

Sustainable development goals

National/Regional direction:

Public Libraries of New Zealand Strategic Framework 2020-2025

The National Library - Te huri mōhiotanga hei uara | Turning knowledge into value - Strategic directions to 2030

The Four Wellbeings - Local Government Act amendment

The New Zealand Curriculum

Te Marautanga Aotearoa

Te Mahere mō te Whakaurunga Matihiko - The Digital Inclusion Blueprint

The Hamilton City **Council Libraries** Strategy 2023-2033

Our partners:

lwi, Hapuu, Maataawaka Local schools, The University of Waikato and WINTEC Waikato District Council Digital Inclusion Alliance Aotearoa Development

Other Council policies and strategies:

He Pou Manawa Ora The Play Strategy Community and Social Development Strategy Connecting Communities - Our venues and spaces strategy The Hamilton City Council Disability Policy

Public Libraries New

The Kōtui consortium

Ministry of Social

Zealand, National Library of New Zealand, LIANZA,

> The Climate Change Strategy Central City Transformation Plan Hamilton Urban Growth Strategy **Smart Hamilton** Age Friendly Plan Welcoming Communities Plan

4. How and where the strategy provides direction and support (inter-relationships).

Four wellbeings:

Cultural, social, economic and environmental wellbeing

Social

Libraries contribute to the social wellbeing of community members in many ways. They provide access to information, bridge the digital divide, provide spaces for community to gather, and support education. They can also contribute to sense of belonging and social inclusion through their focus on equity and inclusion.

Economic

Libraries provide resources and support that enable productivity and learning for community members, therefore supporting the economic wellbeing of community through advancing employment options and other economic opportunities. Libraries also benefit community members economically through the provision of free and low cost access to resources through lending.

Environmental

Libraries inherently support the environment and sustainability through the provision of lendable resources that can be used and re-used by the community. They also provide educational materials that help to grow knowledge around the natural environment and sustainability.

Cultural

Libraries support and preserve culture through provision of cultural resources, preservation of culture through our heritage collections, cultural programming and events, fostering awareness and inclusion of diverse cultures.

Outcome two of the draft strategy focusses specifically on how we can positively contribute to cultural wellbeing outcomes for the community. It outlines our commitment to embracing culture (specifically Maaori culture, Te Ao Maaori, Te Reo Maaori, and Matauranga Maaori) within our spaces and through the way libraries work to support cultural inclusion and expression.

National Public Libraries:

Pāngia / Relate, Parakitihi / Rehearse, Pupuri / Remember

Our focus on literacy and learning, building community and protecting our heritage whilst embracing new and innovative technologies aligns closely with the Public Libraries of New Zealand's Strategic framework. Our values are also closely aligned through our focus on equity, freedom of information, and, inclusivity and acceptance.

Welcoming Communities:

Outcome 7: Welcoming Public Spaces

Outcome 8: Culture and Identity

Supports Welcoming Communities Plan through the development of welcoming public spaces that celebrate, nurture and reflect culture and identity.

Play Strategy:

Hamilton is reimagined as an urban playground

Supports the play strategy through approach to outcome one (literacy and learning) and outcome four (engaging spaces).

Community and Social Development Strategy:

Outcome Area 2: Community Capacity
Outcome Area 3: Activating Public Spaces

Supports positive community and social outcomes, developing community capacity and activating public spaces through all four outcome areas.

He Pou Manawa Ora:



We support He Pou Manawa Koorero/ Pillar of History by:

- Including stories about Maaori history and cultural practices in our branches
- Promotion and improved access to our online heritage collections help share our city's history.



We support He Pou Toorangapuu Maaori/ Pillar of Unity by:

 A focus on civic participation contributing to the wellbeing of people, place, environment and our shared future.



We support He Pou Manawa Taurikura/ Pillar of Prosperity by:

- Promotion of literacy and learning, enabling communities to prosper economically
- Promotion and improved access to digital services support communities to live their best lives and prosper economically.



We support He Pou Manawa Taiao/ Pillar of Restoration by:

 Our spaces connecting to nature and place, reminding us of our connection to, reliance on, and responsibility to care for the natural and physical world.





HAMILTON CITY LIBRARY STRATEGY: ENGAGEMENT AND INSIGHT REPORT

Report prepared by:

Preeta Chitre, Insights Lead Elsa Bredenkamp, Communication and Engagement Advisor March 2022.

Report reviewed by:

Dan Silverton, Team Leader, Communication and Engagement Julie Clausen, Unit Manager, Strategy and Corporate Planning April 2022.

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EXECUTIVE SUMMARY

Hamilton City Libraries is setting the future vision and direction for our city's library services in a strategy. To develop the strategy we approached the community, staff, schools for their thoughts and included the feedback from the ongoing customer feedback programme.

The purpose of this consultation was to hear people's thoughts on the draft outcomes that have been developed. The four outcomes are:

- · Literacy and learning
- Culture and community
- Digital leaders
- Engaging spaces

The draft strategy will be presented to the Community Committee in mid-2022. Once the strategy is approved by the committee, the libraries team will ensure that their services and planning align with the strategy.

It should be noted that, this consultation happened at a time when vaccine passes were required at libraries, we received considerable feedback on removing these restrictions as responses to several questions in the survey. Around 10% of our respondents commented only on the removal of vaccine passes. Soon after the consultation closed, vaccine pass requirements were removed. The report will be updated in the relevant detailed sections to show the proportion of these respondents.

HERE'S WHAT THE COMMUNITY TOLD US Community survey

The community survey was promoted through an Our Hamilton story on social media and emails to stakeholders. On social media, it reached 17,385 people and had 653 engagements (such as reactions comments, shares). We received 296 responses to this survey and 5 email submissions. Our key findings were:

Who uses our libraries

- 94% of the respondents use the library services. Majority of these (45%) use it weekly.
- From our library membership data, we have over 38,100 active users of libraries which is approximately 23% of the city's population (Using Census 2018 population count).
- Majority of the survey respondents who use libraries (43%) are in the 30–49-year age group. Comparing this to data from library memberships, 30-49-year-old people make up 32% of active library users. We had a low representation (1%) from people under 19-year-old, with this age group being nearly 22% of our active library users. Planned focus group sessions with children in schools had to be cancelled due to Covid. We saw a similar low representation from 20–29-year-old people who are 12% of library users, but only made up 5% of our respondents who use libraries. This is noteworthy and we should look for further opportunities to seek their voice when building the strategy.
- The two most used libraries by our respondents are Central Library (57%) and Chartwell Library (53%). From the library membership data, a person is asked for a 'home branch' when they sign up. They can however use library services at any branch. 32% of the active users have Chartwell Library as their home branch followed by Central Library (23%).
- Looking at our respondent's locations/community profile areas and their preference of the library they use, we see that people generally visit library branches close to where they live and/or Central Library. This is consistent with library membership data by suburbs.
 - Respondents from East Areas 1-4 which includes Flagstaff, Callum Brae, Huntington, Rototuna, Rototuna North, St James, Chartwell, Chedworth, Harrowfield, Queenwood, Enderley, Fairfield, Fairview Downs mostly use Chartwell Library and Central Library.



- Respondents from East Area 5 which includes Claudelands, Hamilton East, Peachgrove
 mostly use Central Library, Chartwell Library and Hillcrest Library.
- Respondents from East Area 6 which includes Hillcrest, Ruakura, Riverlea, Silverdale mostly
 use Hillcrest Library and Central Library.
- Respondents from West Area 1 which includes Avalon, Beerescourt, Forest Lake, Northgate, Pukete, St Andrews, Te Rapa mostly use St Andrews Library and Central Library.
- Respondents from West Area 2 and 3 which includes Crawshaw, Grandview Heights, Nawton, Rotokauri, Western Heights, Burbush, Baverstock, Thornton, Aberdeen, Dinsdale, Temple View mostly use Dinsdale Library.
- Respondents from West Area 4 and 5 which includes Frankton, Maeroa, Swarbrick, Hamilton Central, Hamilton Lake, Hospital, Whitiora mostly use Central Library.
- Respondents from West Area 6 which includes Bader, Deanwell, Fitzroy, Glenview, Melville, Peacocke, Peacockes mostly use Glenview Library and Central Library.
- We had a high representation from NZ European, British, and South African ethnic groups.
- Physical books, eCollections and DVDs are the top three library services used by our respondents. Physical books and eCollections are the top two services across all age groups. DVDs are mostly used by respondents between 40- and 55-year-old.

Barriers to using libraries

39% of our library users have barriers to accessing library services. Of these, the main ones that
people mentioned are vaccine passes, opening hours and parking. 78% of those who do not use
libraries said they have barriers to accessing library services with the main one being vaccine
passes.

What we need to change

To encourage people to use our library services more in the future, people have said that libraries
need to mainly be exciting and welcoming spaces, have enhanced online spaces/platforms and
resources and be enabling and accessible spaces. Inclusion of more Te Reo and Maaori culture
also came through as an answer among those who do not use libraries.

What we need to include

- We asked people what they would like to see our libraries do in the future.
 - Literacy & Learning: The top three themes that came through were having seminars/book clubs/group reading activities, encouraging kids to use libraries, increasing variety/types of books/authors.
 - Culture & Community: The top three themes that came through were having a variety of
 cultural books/books in different languages, collaborating with community and other ethnic
 groups, having themed celebrations and events. These themes were consistent across
 respondents from different ethnic groups.
 - Digital leaders: The top three themes that came through were better use of mobile/other technology for accessing books/e-books, making resources/signage on what and how to access online, having dedicated staff to assist with digital literacy.
 - Engaging spaces: The top three themes that came through were having multiple types of spaces such as quiet areas/areas for interactive reading etc, having more types of classes and workshops, making comfortable seating for all ages and abilities.

Insights from under-represented groups in our community

• Disability community

- 8% of our respondents have a disability with either speaking, hearing, seeing, remembering/concentrating, or walking/climbing steps.
- However, 26% of our respondents have a difficulty with either of the activities mentioned.
- 47% of these people have barriers to accessing libraries such as: no transport, incompatible system to access e-resources on their reader, lack of accessibility parking close to Central



- library, as books of interest unavailable at local branches, online communication with library staff, narrow aisles, opening hours at local branches.
- Looking at feedback from these people on what they would like to see our libraries do in the future, the top three themes that came through were: Have multiple types of spaces such as quiet areas/areas for interactive reading etc, have better use of mobile/other technology to access books/e-books, and have more types of classes and workshops.

Under 25-year-olds

- 3% of our respondents are under 25-year-old.
- They did not mention any barriers to accessing library services.
- Looking at feedback on what they would like to see our libraries do in the future, the top
 four themes that came through were: Have seminars, book clubs or group reading activities,
 comfortable seating for all ages and abilities, have multiple types of spaces/spaces for
 different activities and have a variety of cultural books/books in different languages.

• Under-represented ethnic groups

- 14% respondents are from under-represented groups such as Chinese, Indian, Cook Islands Maaori, Maaori and Samoan.
- 45% of these respondents mentioned they have barriers to accessing library services such as: No transport, Incompatible system to access e-resources on their reader, Opening hours at local branches.
- Looking at feedback from these people on what they would like to see our libraries do in the
 future, the top five themes that came through were: have multiple types of spaces/spaces
 for different activities, collaborating with community and other ethnic groups, better use of
 mobile/other technology for accessing books/e-books, making resources/signage on what
 and how to access online, employing diverse staff across libraries. Hamilton city council staff
 met with Ngaati Wairere. A summary of their feedback is provided in the subsequent
 sections.

Feedback through emails

Feedback through emails was generally positive with a few suggestions such as expansion of Hillcrest library, making sure Library strategy aligns with He Pou Manawa Ora, review cost to renew books online if no one is waiting for it and increasing availability of important classical books.

Staff survey

The staff survey was promoted through internal communications including Moorena Mail, newsletters among the library's teams. We received 21 responses to this survey. Staff responses are summarised in the detailed insights report that follows. Note: As this was a low sample size, we have listed all ideas presented instead of finding themes from responses.

School survey

The school survey was sent to 61 schools. We did not receive any responses to this survey. However, Hamilton city council staff met with stakeholders from Fairfield college, Woodstock primary school.

Feedback from other stakeholders

Hamilton City Council staff met with mana whenua and stakeholders from a primary school and a college. Their feedback has been summarised below:

School/College

We have summarised the barriers to accessing library services from a student's perspective and how we can support them.

Barriers- Anxiety around going to places that are unfamiliar; Digital literacy and safety –
They spend a lot of time in the digital world but are not fully aware/trained on how to look
for the right resources; Parking at Central Library; Lack of time to search for resources



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- online; They value the libraries but find that the lending services are too slow and is not ideal when there is a deadline for certain topics to be covered.
- How we can support them- Resources to bring them up to speed with how to look for resources online and be safe whilst doing it; Opportunities for social interaction which has reduced since Covid; Reaching out to kids and creating opportunities for them to visit the libraries/other places such as WINTEC. E.g.: guest speakers, programmes/workshops such as coding and advertise them through schools; Support of the New Zealand Curriculum through online archived heritage collections; Using visual resources for drawing attention; Promotion of existing services and regular communication with teachers; Get library resources/services to the school as it is hard for them to organise getting kids to Hamilton city libraries; Making historical/heritage collections accessible to schools and children through curated collections with a local focus; Resources for children to gain knowledge on other cultures.

Mana Whenua

A summary of feedback from Ngaati Wairere on how we can support them:

- Partner with Hapuu to preserve their stories, their taonga, recording oral histories.
- Partner in creation of Pou around the city to help with storytelling the area's history.
- · Support different generations in learning and using digital resources.
- Bring libraries to the community, e.g., at the Marae, community houses.

Feedback from Rototuna Library consultation

We received feedback from school children on what the new library at Rototuna should look like. This was an open/walk-in session where number of responses wasn't recorded. We have summarised the feedback below as it is relevant in building the strategy for Hamilton city libraries.

- Library services: Well sorted books so you can easily find what you are looking for, make the
 Heritage research services available at all branches, subscription to leading international research
 publishers to allow effective and comprehensive personal research on-line, Children/ preschool
 sessions/education, Form partnerships with school libraries, National Library Card.
- Children's area: Spaces for babies and preschools to do music wriggle and rhyme. Put the
 children's area in the library away from the front door and therefore roads so children are safe,
 Comfortable for children to play.
- Community hub: Community room attached that is separate to the library and opens out onto a green space. Areas to use/hire with all facilities Self-cater kitchen, chairs, etc.
- Safety: Lighting and safe feel between library and carpark.
- Activities: Gaming Zone, Console games, VR, Tool library, Photography camera borrowing, Rotating exhibition – Art is a good partner, Teenager Club, Language workshops for all ages, make your own book, Music collection, Board games, Painting/Sketching, Interactive toys.
- Facilities: Plenty of parking, Chargers for phones, opening times like Chartwell hours but longer on a Sunday, Community Police Officer available for 2 hours 3 times a week for drop in advice, Bike parking, E-scooter charging, 3D printing, Pet friendly, After-hours access, Free Wi-Fi, Water statins, Accessible shelving
- General design: Vibrant spaces, Cosy, Warm, Welcoming, Have reading spaces and nooks, comfortable seating, Indoor greenery.

How did we do surveys

- How did we do is an ongoing programme across several departments in Council to gather
 feedback from customers on their experience and measure customer satisfaction. At Libraries, we
 have these surveys through iPads at each branch. We also send a survey through email to a
 sample of library visitors who have used their membership on a weekly basis.
- Looking at feedback from 1 January 2021-31 March 2022, 93% respondents were Very satisfied/satisfied with their experience at the libraries. The top three reasons for their rating were friendliness of staff, finding what they were looking for, and customer service from staff.



3% of the respondents were dissatisfied/very dissatisfied with their experience at the libraries.
 The top three reasons for their rating were: people didn't find the books they were looking for, people being unhappy with the service from staff and being unhappy with the communication/information provided in person/online.

Feedback from Community Research commissioned through Nielsen

Nielsen is an independent market research company. In late 2020, we commissioned a market research project with them to understand why don't visit Council owned community spaces such as libraries and pools and visitor destinations such as Waikato Museum, Hamilton Zoo and Hamilton Gardens, and the demographic profile of those that visit these places. A representative sample of 1005 people were surveyed for this project where 472 respondents were from Hamilton city and 533 from the Greater Waikato region.

- Non-visitors: 42% of the sample have not visited the libraries in the past 12 months when the
 project's field work took place.
 - Reasons for not visiting libraries: For those from Hamilton city, the main reason for not visiting the libraries are that they access information online so have no need to visit (48%) and do not read much (39%). For those outside the city, distance (43% of non-visitors) is the main barrier, accessing information online (31%) and the membership fees for those outside of municipal boundaries (30%) are also barriers.
 - What would encourage people to visit libraries in Hamilton: 26% of those from Hamilton city and 21% of those from Greater Waikato region are simply not interested in visiting libraries at all. 34% of non-visitors from outside Hamilton city said that they would visit if they lived closer or were passing through.
- Visitors: 28% of the sample visited the libraries in the past 12 months when the project's field
 work took place. 52% of the visitors from Hamilton city visit at least once a month compared to
 34% of those from Greater Waikato Region. Visitors from Hamilton city are more likely to visit on
 their own while those from Greater Waikato are likely to visit with their family. 67% of these
 people usually use cars to get to the libraries.



ENGAGEMENT TACTICS

GOAL

To understand the ways in which our library-users, staff, school groups and the wider community agree with our proposed strategy outcomes and where they think it needs to be expanded on or altered

OBJECTIVES

- 30% of all schools we send to give feedback
- 80% of all staff we send to gives feedback
- People understand what we're asking, and that's reflected in their answers
- Responses reveal ideas and insights Council hadn't accounted for
- Young people and Maaori are well represented

ENGAGEMENT OUTCOME

The new Library strategy reflects the community's ideas, wants and needs because current and future library users have provided feedback on proposed changes.

ENGAGEMENT CAMPAIGN REVIEW

Although the requirement of needing Vaccine Passes to enter the library was a main factor throughout this campaign, we received ample relevant feedback not pertaining to this.

Campaign tactics were:

- Our Hamilton story
- Social media posts
- Social media campaign (Council and Libraries Facebook, Instagram)
- Executive Update to Elected Members informing them of the engagement
- Email to library users
- Posters at our libraries
- Screens around Council offices and libraries
- Internal staff email
- Kiosk screens
- · Kiosk and front counter receipts
- Emails to staff, iwi, and all schools in Hamilton
- · Printed copies of the survey form in libraries and Council central city offices



ENGAGEMENT RESULTS

SUBMISSION FORM (ONLINE & PAPER COPY)

A total of 317 submissions were received through the Have your Say process. 314 submissions were made online with three hard copies received.



SOCIAL MEDIA

We reached more than 17,385 people through social media and more than 653 of those engaged with our posts across Facebook and Instagram e.g., liked, commented, shared.

The campaign was most popular with women aged 25 - 34 years old. It was also popular with women aged 18 - 24. Our ads performed better on Facebook and drove more than 700 people to click through to the Have Your Say page.

We had 26 relevant comments including replies to comments on social media. These are captured in the insights analysis.



WEBSITE

We promoted the Libraries Strategy review on the Hamilton City Council's Our Hamilton website, with a story published on 15 February 2022. The average time spent on the page was 2.47 minutes.

https://ourhamilton.co.nz/community-environment/love-your-library-let-us-know/



EMAILS/LETTERS

We sent several stakeholders throughout the course of the engagement as each link opened.

Our email to staff was sent by the director of the libraries, one mention in the libraries staff newsletter *Library Connect* on 25 February, and one follow up with the link on 28 February.

Our first email to schools was sent on 9 March at the opening of the engagement for schools which achieved an open rate of 60% and a click through rate of 2.4% Our second email to schools was sent on 21 February, achieved an open rate of 63.3% and a click through rate of 1.7%

Our separate emails to three different iwi stakeholders were sent by the director of the libraries on 24 February.





Hamilton City Libraries





COMMUNITY SURVEY - SUBMISSIONS INSIGHTS

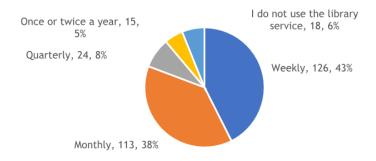
FEEDBACK THROUGH SUBMISSION FORMS (ONLINE & PAPER COPY)

We received 296 responses to the survey. Of these, 293 were online and 3 were through paper copies.

HOW OFTEN DO PEOPLE USE OUR LIBRARY SERVICES?

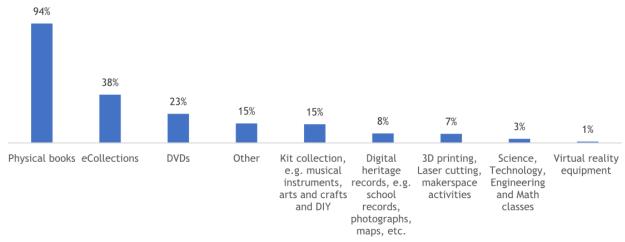
278 (94%) of these use the library services. Majority of these use it weekly.

How often do you use the library services?



LIBRARY USERS- WHICH LIBRARY SERVICES DO THEY USE?

Which library services do you use?



Note: This is a multiple-choice question. The total will not add up to 100%.

41 (15%) of those who selected 'Other', the top three services people mentioned were:

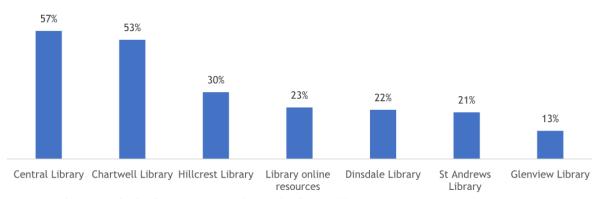
- 17 (40% of those who selected 'Other') people said they use the libraries for community/group activities/courses such as meeting rooms, Storytime, Wriggle and Rhyme.
- 10 (24% of those who selected 'Other') people said they use the computers/printing/photocopying.
- 4 (10% of those who selected 'Other') people said they use libraries to study/read books.



10

LIBRARY USERS- WHICH LIBRARIES DO THEY USUALLY USE?

Which libraries do you usually use?



Note: This is a multiple-choice question. The total will not add up to 100%.

LIBRARY USERS- WHAT RESOURCES WOULD THEY LIKE HAMILTON CITY LIBRARIES TO PROVIDE THAT ARE NOT AVAILABLE CURRENTLY?

90 of the 278 people answered this question. Note: This is a multiple-choice question. The total will not add up to 100%.

Themes from what people said are mentioned below. Note: Only themes with 5 or more responses are mentioned below.

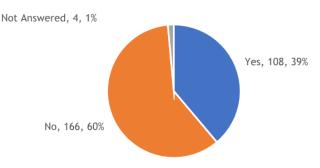
- 11 (12% of those who answered) people suggested removing vaccine pass requirements.
- 9 (10% of those who answered) suggested having a wider range of books. Examples of what
 people mentioned are Christian books, First course/101 course books, Classic literature, Current
 books in a big print, Primary education textbooks, More fiction books, More rotation of nonfiction books across libraries, German books, more graphic novels, and Craft books.
- 8 (9% of those who answered) suggested having access to other digital libraries such as Overdrive, Libby, Wheelers.
- 8 (9% of those who answered) suggested having workshops/classes. Examples of what people
 mentioned are Historical archives, Kids activity workshops, Language learning, Life skills,
 Computer classes, adult robotics, Story time, how to create videos.
- 5 (6% of those who answered) suggested having improved resources for people with special needs, including improved availability and display/layout of books in shelves for people with dyslexia.
- 5 (6% of those who answered) suggested having a wider range of e-books.
- 5 (6% of those who answered) suggested having group reading & clubs such as Book clubs/ Writers clubs.



LIBRARY USERS- WHAT ARE THEIR BARRIERS TO ACCESSING LIBRARY SERVICES?

Majority (66%) of library users said they do not have any barriers to using library services.

Library users- Any barriers to using library services?

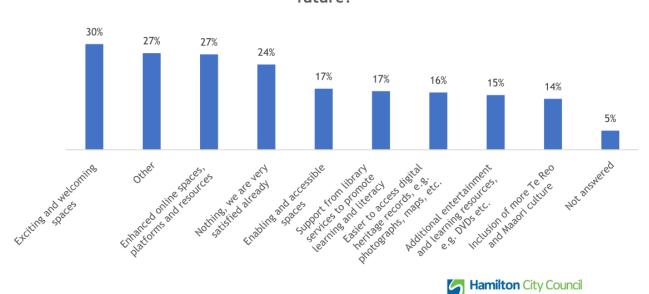


Themes from people's responses, who said they have barriers to using library services, are mentioned below. Note: Only themes with 10 or more responses are mentioned below.

- 66 (61% of those who said they have a barrier) people said that the vaccine pass was a barrier to them using the libraries.
- 12 (11% of those who said they have a barrier) said that the opening hours were a barrier. 1 of these mentioned Central Library and 1 mentioned Hillcrest Library.
- 12 (11% of those who said they have a barrier) said parking was a barrier. 6 mentioned Central Library (of which 2 were due to disability), 1 mentioned Dinsdale Library disabled parking being used by customers of business next door.

LIBRARY USERS- WHAT WOULD ENCOURAGE THEM TO USE OUR LIBRARY SERVICES MORE IN THE FUTURE?

Library users- What would encourage you to use library services more in the future?



12

Note: This is a multiple-choice question. The total will not add up to 100%.

Other reasons:

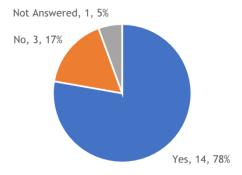
75 (27%) chose 'Other'. They all provided a comment. The top themes are mentioned below.

- 38 people suggested remove vaccine pass requirements.
- 5 people suggested increasing variety of books (more large print books, books to review when in libraries, recycling of non-fiction books from main libraries to satellite libraries, easier to get books from other branches)
- 4 people suggested better online resources- access to other digital libraries, making platforms easy to use.
- 4 people suggested quieter areas/private study areas. 1 of these mentioned Dinsdale library.

LIBRARY NON-USERS- WHAT ARE THEIR BARRIERS TO ACCESSING LIBRARY SERVICES?

18 (6% of total respondents) do not use the library services.

Library non-users- Any barriers to using library services?



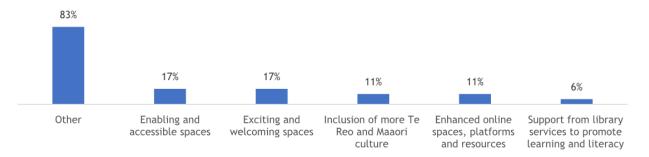
Of those who said 'Yes' to having a barrier:

- 13 (93%) said that the vaccine pass was a barrier.
- 1 person indicated inability to use Hamilton city library services as they live in another district in Waikato.



LIBRARY NON-USERS- WHAT WOULD ENCOURAGE THEM TO USE OUR LIBRARY SERVICES MORE IN THE FUTURE?

Library non-users-What would encourage you to use library services more in the future?



Note: This is a multiple-choice question. The total will not add up to 100%.

Other reasons:

15 (83%) people chose 'Other'. 13 of these provided relevant comments. Of these:

- 11 (73% of those who provided a comment) noted removing vaccine passes.
- 1 suggested more DVDs.
- 1 suggested more literacy events across libraries.

WHAT WOULD PEOPLE LIKE TO SEE OUR LIBRARIES DO IN THE FUTURE?

To help Hamilton Libraries achieve their goals, they are looking to focus on our four key outcomes:

- Literacy and learning
- Culture and community
- digital leaders
- Engaging spaces

We asked people questions on each of these points to understand what they think we could include to achieve these outcomes. We analyzed themes from people's comments. Note, comments under one question could relate to a different question/outcome. These have been themed under the relevant outcome. Themes with 5 or more responses are reported under each heading below:

Literacy & Learning

We asked, "How can libraries support our community to improve literacy and encourage a love of learning?"

- 40 people indicated having seminars, book clubs or group reading activities. Some examples of what people said are:
 - Seminars on current events in partnership with Uni/Wintec.
 - Shared reading support groups following principle of 'The Reading Revolution'.
- 31 people indicated encouraging kids/teenagers to use libraries. Some ideas that people shared are:
 - Connecting with schools.
 - · Purchasing decodable readers.
 - Encouraging kids with learning disabilities to use libraries.
- 28 people indicated increasing variety/types of books/authors. Comments from people were around:



1 /

- Increasing the display of books.
- · Having multiple copies of books.
- Keep books just for reading at the libraries.
- · Regularly update display shelves.
- 10 people suggested removing fines and fees for reserving books.
- 8 people suggested teaching people ways/tips to access research and library resources.
- 7 people suggested providing information through notice boards. Some examples of what people said are:
 - Information on local support services.
 - Information on community events.
 - Weekly/monthly topics/ information showcasing projects.

Note: 13 people indicated they were happy with what the libraries are doing in this space.

Culture & Community

We asked, "How could libraries better reflect Hamilton's diverse cultural identity and support our community?"

- 34 people indicated having a variety of cultural books/books in different languages.
- 29 people suggested collaborating with community and other ethnic groups and promote the libraries services in these groups.
- 25 people suggested having themed celebrations/events.
- 12 people indicated employing diverse staff across libraries.
- 11 people suggested having cultural group activities/reading at the libraries.
- 11 people suggested increased use of Te Reo in libraries services.
- 8 people suggested having language learning workshops.
- 7 people suggested having signage with more languages displayed.
- 6 people suggested displaying resources that show the city's history and heritage.

Note: 12 people indicated they were happy with what the libraries are doing in this space.

Digital Leaders

We asked, "How could libraries (at our branches and online) support you to access digital information and resources through technology?"

- 44 people suggested better use of mobile/other technology for accessing books/e-books. 59% of these do not currently use library online resources. Some ideas people shared are:
 - Make it easier to borrow books using library app.
 - All regions' libraries to share app so more e-books can be accessed.
 - Technology to speed finding books on shelves.
 - · Self-issuing desks.
 - Make the online platform easy to navigate.
- 27 people suggested making resources/signage on what and how to access online. 67% of these
 do not currently use library online resources.
- 25 people indicated having dedicated staff to assist with digital literacy. 76% of these do not currently use library online resources.
- 9 people suggested getting more e-books. 56% of these people currently use library online resources.
- 5 people suggested having an online help chat on website. 1 of these people currently uses library online resources.

Note: 15 people indicated they were happy with what the libraries are doing in this space.



Engaging spaces

We asked, "How could libraries create inviting spaces (at our branches and online) that you and your whaanau want to visit and explore?"

- 64 people indicated that a library should have multiple types of spaces. Some ideas that people shared are:
 - Quiet areas
 - Areas for interactive activities /group reading
 - Sensory activities
 - Outdoor areas
- 46 people suggested more types of classes and workshops including bringing back story time/
 Wriggle and Rhyme sessions, more online classes.
- 35 people suggested making comfortable seating for all ages and abilities.
- 31 people indicated libraries should foster community gathering/ have a space for community to gather.
- 25 people suggested having vibrant spaces with more art, colour, playful learning spaces for children.
- 23 people suggested promoting existing services, including digital through all platforms, e.g., notice boards, newsletters, social media.
- 20 people indicated that they would like to see physical libraries/books in the future.
- 17 people indicated improving signage to find things in branches including themed/interactive displays that makes it easy for them to search for books/resources in libraries.
- 15 people suggested there should be cafes nearby or within the building or have subsidized coffee available.
- 12 people indicated that the website and platforms should be easy to navigate. Some examples of what people said are:
 - Need an improved search engine by subject matter.
 - Liked Wheeler as it had a better search engine and requesting titles.
 - Need an improved portal/provider for digital magazines and e-books.
- 11 people indicated that there should be more interactive spaces with focus on technology, for example, spaces like Auaha.
- 10 people suggested extending hours of operation.
- 10 people suggested that the staff should be friendly and welcoming.
- 7 people indicated that they should feel safe when they are in a library.
- 6 people suggested having pop up libraries in public places.
- 6 people suggested having better accessibility to books & movement around aisles/shelves.
- 5 people indicated having events/activities when more people from the community can attend, for example outside standard working hours.

Note: 11 people indicated they were happy with what the libraries are doing in this space.

Other comments:

- We also asked, "What would libraries of the future look like to you? Tell us your ideas if not
 already mentioned above." Themes from people's responses to this question have been
 categorized into each of the relevant headings above.
- Besides the above themes, 58 people also suggested removing vaccine pass requirements.



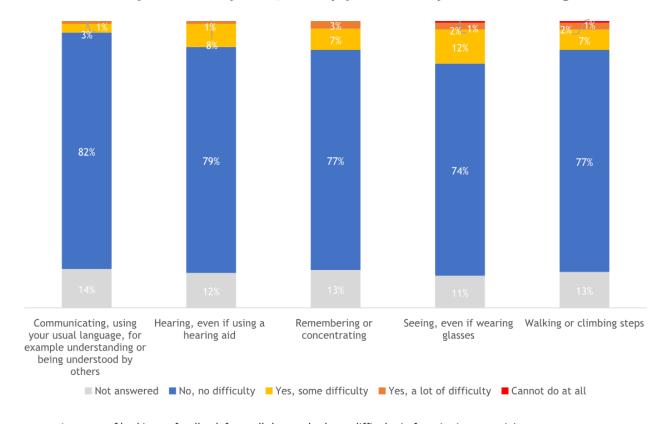
DISABILITY

We asked respondents to identify if they had any functioning difficulties and activity limitations using the amended Washington Group Short Set (WGSS) of questions. The purpose of these questions is to identify disabled people in the survey and understand what they are telling us. Anybody who chooses 'Yes, a lot of difficulty' or 'Cannot do at all' is identified as disabled for each group shown in the chart below.

23 (8% of total respondents) have a disability in one or more of the below aspects. Note: One person can identify with more than one disability.

- 3 respondents have a disability in communicating, using your usual language, for example understanding or being understood by others.
- 3 respondents have a disability in hearing (even if using a hearing aid).
- 8 respondents have a disability in remembering or concentrating.
- 9 respondents have a disability in seeing, even if wearing glasses.
- 9 respondents have a disability in walking or climbing steps.

Does a health problem or a condition you have (lasting six months or more) cause you difficulty with, or stop you from any of the following?



In terms of looking at feedback from all those who have difficulty in functioning or activity limitations, 77 (26%) of our respondents have indicated they either have some difficulty, a lot of difficulty or cannot do at all. 36 (47% of these respondents) said they have barriers to accessing library services. Besides vaccine pass, people mentioned:

- No transport.
- Incompatible system to access e-resources on their reader.



- Lack of accessibility parking close to Central library, as books of interest unavailable at local branches.
- Online communication with library staff.
- Narrow aisles.
- · Opening hours at local branches.

We have themed their responses to the questions on what the future of libraries looks like to them and shown the themes and examples from commentary below. Note: Only top 10 themes are shown below

- 18 people indicated that a library should have multiple types of spaces. Some ideas that people shared are:
 - Quiet areas
 - · Areas for interactive activities /group reading
 - Sensory activities

"A classroom feel and playful learning spaces for children e.g., colourful school rugs, catchy educational wall decals, large soft toys to match the reading for the day e.g. The hungry caterpillar - would be nice to bring a soft toy caterpillar to the session. Even different set ups and costumes for Storytime staffs!"

"Make it a quiet space to read and study."

• 16 people suggested better use of mobile/other technology for accessing books/e-books.

"I would like to see our Library seriously consider upscaling the Libby app. It is a very user-friendly platform. Sadly, there are no books in this app through Hamilton library. I know you are upscaling Borrow box but that is a very clunky app. I read or listen to 300 books in 2020 and 295 in 2021. The vast majority of these are borrowed through Libby but not through my Hamilton library membership. When I share these with my book clubs often, they aren't available on Borrowbox or in print copy."

"Now that the E Platform service has been terminated then Belinda or Borrowbox needs bringing up to the same standard."

• 15 people suggested having more types of classes and workshops.

"Digital learning classes at local libraries (i.e., other than Central)."

"Programmes aimed at specific age groups and learning disabilities. Book clubs for various age groups to encourage the love of learning."

• 12 people suggested having seminars, book clubs or group reading activities.

"Facilitate the formation of book clubs!"

"Encourage book discussion groups and writer's groups, story time and book promotions for junior school pupils after school (bookings essential) and for older students have a book club (this is where community rooms could be used)"

• 10 people suggested making resources/signage on what and how to access online.



"Hamilton libraries needs to provide access to Overdrive. There could be videos on YouTube explaining the process to access e-collections and download them to digital devices including Kindles and portable book readers. So many elderly people i have supported, have had difficulty transferring their borrowed content onto their e-reader, but if there were step by step instructions, ideally on video, this could really assist people to become more independent."

"Provide information handouts on the information and technology available and details on how to access or who to contact to receive support."

• 9 people indicated having a variety of cultural books/books in different languages.

"Offering new collections of books that represent different cultural and marginalised ethnic groups"

"More access to diverse authors, translations etc"

• 9 people indicated having dedicated staff to assist with digital literacy.

"Having skilled patient staff to help"

"Provide more one on one personal help have an area within the library they can go to for this help. Not limited to one hour a week or a volunteer. Could staff be trained to do this provide this service or run short basic courses."

8 people suggested collaborating with community and other ethnic groups.

"Could we go out to these to communities to present our services and what they can access at our libraries."

"Dunno, but I agree, it could be more encouraging - perhaps an outreach program?"

 8 people suggested promoting existing services, including digital through all platforms, e.g., notice boards, newsletters, social media.

"More advertising of new books and easier access to eBooks. More social media engagement aimed at adults and children alike."

"Advertising more widely- don't know what's available."

 8 people indicated libraries should foster community gathering/ have a space for community to gather.

"An inclusive space that provides a hub for the community. Access to social services, education programmes, events, public facilities (toilets, showers, lockers, bike parking, charging stations, etc.), studios, screening rooms, etc... That represents ALL Hamilton."

"People of all ages and races coming together to build and find community. Whether that be with books or other awesome resources/activities the library offers."



RESPONSES FROM THOSE UNDER 25-YEAR-OLD

8 (3%) of our respondents are in this age group. We have themed their responses to the questions on what the future of libraries looks like to them and shown the themes and examples from commentary below. Note: Only top 4 themes are shown below.

• 2 people suggested having seminars, book clubs or group reading activities.

"Facilitate the formation of book clubs!"

"Guest authors, readings by librarians and book clubs for adult readers."

• 2 people suggested there should be comfortable seating for all ages and abilities.

"Comfy couches."

 2 people indicated that a library should have multiple types of spaces/spaces for different activities.

"Adding a space for board games"

"More study spaces and more seating arrangements."

2 people indicated having a variety of cultural books/books in different languages.

"Sourcing more books that are in other languages e.g., Afrikaans, Hindi, Korean..."

"Posters and books from differing cultures."

RESPONSES FROM UNDER-REPRESENTED ETHNIC GROUPS

40 (14%) respondents are from under-represented groups such as Chinese, Indian, Cook Islands Maaori, Maaori and Samoan. 18 (45% of these respondents) mentioned they have barriers to accessing library services. Besides vaccine passes, people mentioned:

- No transport.
- Incompatible system to access e-resources on their reader.
- Opening hours at local branches.

We have themed their responses to the questions on what the future of libraries looks like to them and shown the themes and examples from commentary below. Note: Only top 5 themes are shown below.

 9 people indicated that a library should have multiple types of spaces/spaces for different activities.

"One suggestion I have is an area more kid friendly where perhaps they could be a little louder to read out loud? Do crafts etc..."

"Have specific spaces in the library where families can sit together and (very quietly of course) interact with other families."

8 people suggested collaborating with community and other ethnic groups.

"Work with ethnic leaders to set up sessions in the library premises focusing on their culture."

"Encouraging the various cultures to provide displays or host cultural events."



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7 people suggested better use of mobile/other technology for accessing books/e-books.

"I would like to see our Library seriously consider upscaling the Libby app. It is a very user-friendly platform. Sadly, there are no books in this app through Hamilton library.

I know you are upscaling Borrow box but that is a very clunky app. I read or listen to 300 books in 2020 and 295 in 2021. The vast majority of these are borrowed through Libby but not through my Hamilton library membership. When I share these with my book clubs often, they aren't available on Borrowbox or in print copy."

"More subscriptions to platforms with wide range of books"

• 7 people suggested making resources/signage on what and how to access online.

"Make it more simplified as it is confusing and at Times hard to find things if you are not technology littered"

"Provide "how to" workshops for users to learn about what info and resources are available on how to access in online spaces."

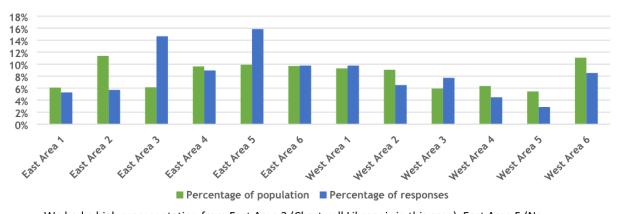
• 6 people suggested employing diverse staff across libraries.

"Faces (staff) to reflect different cultural diameters of Hamilton."

DEMOGRAPHIC COMPARISON OF RESPONSES

RESPONDENTS VS HAMILTON CITY PROFILE*-LOCATION

Community Profile area comparison Population vs Responses



We had a high representation from East Area 3 (Chartwell Library is in this area), East Area 5 (No library in this area but is close to Central Library), East Area 6 (Hillcrest Library is in this area), West Area 1 (St Andrews Library is in this area), West Area 3 (Dinsdale Library is in this area).

The only other library is Glenview Library which is in West Area 6. We had a low representation from this area.

See table below for a list of suburbs in these community profile areas.



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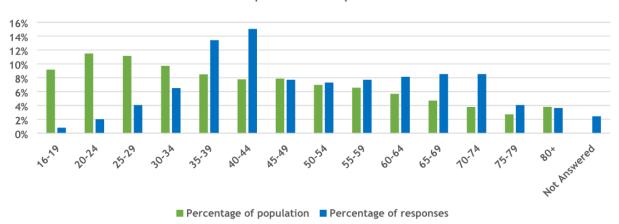
*Hamilton city profile statistics are from the 2018 Census published by Stats NZ.

Community Profile Area	List of suburbs
East Area 1	Flagstaff
East Area 2	Callum Brae, Huntington, Rototuna, Rototuna North
East Area 3	Chartwell, Chedworth, Harrowfield, Queenwood
East Area 4	Enderley, Fairfield, Fairview Downs
East Area 5	Claudelands, Hamilton East, Peachgrove
East Area 6	Hillcrest, Ruakura, Riverlea, Silverdale
West Area 1	Avalon, Beerescourt, Forest Lake, Northgate, Pukete, St Andrews, Te
	Rapa
West Area 2	Crawshaw, Grandview Heights, Nawton, Rotokauri, Western Heights
West Area 3	Aberdeen, Dinsdale, Temple view
West Area 4	Frankton, Maeroa, Swarbrick
West Area 5	Hamilton Central, Hamilton Lake, Hospital, Whitiora
West Area 6	Bader, Deanwell, Fitzroy, Glenview, Melville, Peacocke

RESPONDENTS VS HAMILTON CITY PROFILE*-AGE GROUP

We had a low representation from 16-34 year old people. Planned focus group sessions with children in schools had to be cancelled due to Covid.

Age group comparison Population vs Responses



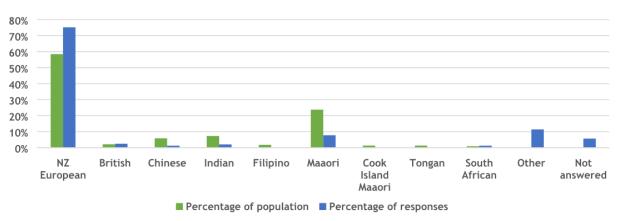
^{*}Hamilton city profile statistics are from the 2018 Census published by Stats NZ.



RESPONDENTS VS HAMILTON CITY PROFILE*-ETHNIC GROUP

We had a high representation from NZ European, British and South African ethnic groups.

Ethnic group comparison Population vs Responses



^{*}Hamilton city profile statistics are from the 2018 Census published by Stats NZ.

FEEDBACK FROM SOCIAL MEDIA

There were 13 comments and further 13 replies to these comments on social media. The key theme in these comments was removing vaccine pass mandates to visit libraries.

FEEDBACK THROUGH EMAILS

5 people gave us feedback through emails. A summary of what people said through emails is shown in the below table:

Name	Organisation	Summary
Mano		
Manorahan	-	Expansion of Hillcrest library is urgently required.
Andrea		1) Libraries are an important and valuable resource.
Elliott-	Te Runanga o	2) Encourage to look at He Pou Manawa Ora strategy and ensure
Hohepa	Kirikiriroa	that the library strategy aligns with it.
Lindsay &		1) Satisfied with service and experience at Glenview Library.
Wade		2) Request to review cost to renew book online if no one else is
Fergusson	-	waiting for it.
		1) Happy with the overall libraries services.
		2) Libraries should look at increasing availability of important
Norman		classical books (e.g., Dickens, Tolstoy, Dostoevsky, Kirkegaard
Holm	-	etc).
Lynne		Happy with the click and collect service which worked well during
ironside	-	lockdown.



STAFF SURVEY - SUBMISSIONS INSIGHTS

FEEDBACK THROUGH ONLINE SUBMISSION FORMS

We received 21 responses to this survey. Since this is a small sample size, staff feedback has been summarised to show all responses and not top themes.

WHAT STAFF SEE AS THE PRIMARY ROLE OF PUBLIC LIBRARIES IN OUR COMMUNITY?

All respondents answered this question. A summary of the responses is mentioned below:

- Libraries are a place to learn/space for education and to provide information (including through digital means).
- Libraries are like community hubs and provide for spaces for people to connect with each other/recreation/entertainment.
- Libraries hold records of city's history and are spaces for people to engage with our history.
- Libraries provide access to computers, access to services such as printing, scanning.

ARE THERE ANY RESOURCES THAT YOU'D LIKE THE HAMILTON CITY LIBRARIES TO PROVIDE THAT ARE NOT AVAILABLE CURRENTLY?

15 people answered this question. They shared various ideas that are mentioned below:

- More programmes (e.g.: For adults, In all branches and not just in town, on weekends).
- Low cost/no cost community gathering spaces.
- Educational classes (e.g.: Heritage education).
- · Justice of Peace (in all branches).
- Laminating services.
- Wider range of electronic databases.
- · Website to provide local information.
- Hard copy lists of books with titles we have.
- Study spaces.
- Tablet hire.
- · Video streaming services.
- Staff to assist with digital literacy.

WHAT IS THE MAIN BARRIER FOR OUR COMMUNITY MEMBERS ACCESSING LIBRARY SERVICES?

19 people answered this question. The barriers that staff mentioned are:

- Lack of parking (especially accessibility parking) in town for Central library.
- Lack of transport for people was a barrier.
- Vaccine mandates.
- Knowledge of what library provides/ their services.
- Requirement of IDs for membership.
- Lack of technology at home/internet access.
- Language barrier for people from other cultures.
- Perception of libraries being as elitist.
- Fines.
- Non rate payers having to pay subscription.



HOW WE CAN BE INNOVATIVE TO IMPROVE/EXTEND OUR SERVICES AND PROGRAMMES BEYOND OUR PHYSICAL BRANCHES?

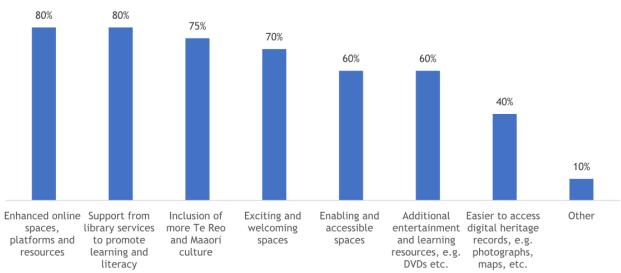
18 people answered this question. They shared various ideas that are mentioned below:

- Online programming in evenings/weekends targeted towards teens/adults. Not just kids.
- · Pop up Libraries.
- Partnership with community houses/groups to support existing programmes. Offering services to communities who don't have access to digital at community centres/events.
- Increase digital offering, e-books, wider range of databases.
- Outreach to aged care and preschools, schools.
- Increased advertising and promotion.
- More use of zoom to do online activities.
- · Make signing up easy.
- · Training on how to use digital services.
- More community consultation.

WHAT WOULD ENCOURAGE OUR COMMUNITY TO USE OUR LIBRARY SERVICES MORE IN THE FUTURE?

20 people answered this question. Note: It was a multiple-choice question. Hence, total will not add up to 100%.

What would encourage our community to use our library services more in the future?



Those who selected 'Other' suggested asking the community directly and removing vaccine mandates.

WHAT WOULD STAFF LIKE TO SEE OUR LIBRARIES DO IN THE FUTURE?

To help Hamilton Libraries achieve their goals, they are looking to focus on our four key outcomes:

- · Literacy and learning
- Culture and community
- Digital leaders
- Engaging spaces



25

We asked staff questions on each of these points to understand what they think we could include to achieve these outcomes.

Literacy & Learning

We asked, "How can libraries support our community to improve literacy and encourage a love of learning?" Ideas from staff feedback are summarized below:

- Have a literacy focus to all programmes.
- More collaboration with local schools to maintain relationships with students and literacy postgraduation.
- Working with community groups to find out where needs are and approaches to address them.
- Class visits: For example, for secondary schools to introduce them to the range of material including primary source material.
- Spaces for literacy learning.
- Classes (to support home-school community, adult learning classes).
- Encourage children story times, wriggle and rhyme.
- Ensure workshops go ahead and not cancelled all the time.
- More resources for those learning English.
- Have a dedicated weekly/monthly session for new library users, provide a comprehensive overview of available services without a time constraint.
- Better collection, purchase more books that are popular and always on loan. Purchasing resources that are vibrant and appealing.
- Staff engagement: If staff are consistently welcoming and informative about everything libraries offer, word gets around fast.
- Increase staff readers advisory skills.

Culture & Community

We asked, "How could libraries better reflect Hamilton's diverse cultural identity and support our community?" Ideas from staff feedback are summarized below:

- Engaging with community (cultural groups/churches/ethnic communities), migrant resource services and local education institutes to see what we could do better to encourage people in this area.
- Collaborate with local cultural groups to hold information evenings as an opportunity for people to share their culture and ideas with others.
- Fully embrace our heritage and mana whenua to showcase our history and how it is intertwined in the area. Could we partner with museums?
- Create more multicultural spaces within the libraries and educate staff on who is out in our community that might need some encouragement to use our services.
- Ensure spaces reflect diversity of Hamilton.
- Signage with more languages on them.
- Variety of cultural books, magazines, and digital resources such as e-books, podcasts (Wider range
 of foreign fiction, e-books in different languages). Cater our collections to each branch community
 and promote these collections with a cultural emphasis. Feature diverse authors in book displays
 and programming (Storytime, wriggle and rhyme)
- · Language translations for the library's website
- Language awareness programs that can also be accessed online.
- Hold international/cultural events at the library. Acknowledgment of significant cultural dates/events/celebrations. Encourage the use of our spaces for community events.
- Diverse staff/More diversity in recruitment.



Employ knowledgeable staff/experts for the right roles whose job is very much about educating
and enabling staff to understand and approach multi-cultural identity in New Zealand, especially
Maaori language and culture.

Digital Leaders

We asked, "How could libraries (at our branches and online) support you to access digital information and resources through technology?" Ideas from staff feedback are summarized below:

- Tutorials and self-help guides for customers needing help with computers.
- Resources/guides for using digital resources (such as borrow box and wheelers set up, LinkedIn learning), online and in person.
- Set up stations dedicated to online resources (e.g., a computer with the press reader in an accessible place, digital kiosks to access heritage items).
- Loan equipment/devices.
- Promote beginner's computer classes and Job-hunting classes (how to make a CV, write a cover letter, use online job search sites).
- Partnering with community partners and seek funding for digital literacy to pass on benefits to the community.
- · An online chat for tech help.
- Enhance our webpage so it is easier for the vision impaired to access through their text to speech software?
- Wider range of electronic databases with remote access.
- List the many resources, apps, internet links to other webpages on our webpage with links back to our webpage.
- Staff dedicated to helping customers with technology.
- Upskilling staff on what resources we have, to promote to customers.
- Ask for regular feedback from front line staff around what services our customers are asking for and how well we are doing at providing them.

Engaging spaces

We asked, "How could libraries create inviting spaces (at our branches and online) that you and your whaanau want to visit and explore?" Ideas from staff feedback are summarized below:

- Offer what the customer wants and listening to our customers if they do not find what they need.
 Feedback on customer questions.
- All Hamilton residents automatically become a member.
- Libraries need to be free.
- Physical and digital storage facilities for the heritage collections that are fit for purpose and designed to preserve the materials and allow for effective preservation.
- A local history room.
- Welcoming, safe and friendly spaces.
- Encourage community groups to run events in our spaces, rather than us running events for the groups.
- Incorporate spaces for tutors to meet students for informal tuition sessions.
- Programmes at libraries (More programmes, Programmes that run all day, No sign up)
- More exhibitions using our archives.
- Open plan spaces.
- Natural lighting.
- Create reading nooks/ silent study areas.
- Spaces to encourage group study/gathering.



- Chartwell has a great outdoor area would be great to see maybe some outdoor games and some nice outdoor seating for adults while kids are out there playing
- · Comfortable seating for all ages and abilities.
- Less floors and more on one level need to be accessible for all.
- Information boards
- Colourful spaces (e.g., Central library is colourful from the outside but not inside).
- Display local artists or start a collaborative art project with customers.
- · Areas to showcase events.
- Pop up libraries (Going out to schools, early learning centres, community, movable makerspace taken to the community libraries.)
- Book picnics or book exchanges hosted at the library.
- Incorporate our online resources into our branches so we can showcase it better.
- Large display screens touch machine that shows customers where items are stored.
- Rentable soundproof/private music making rooms.

Other comments:

We also asked, "What would libraries of the future look like to you? Tell us your ideas if not
already mentioned above.". Responses to this question have been summarized into each of the
relevant headings above.

SCHOOL SURVEY

We sent an email to all schools in our database with a survey with similar questions to the community and staff survey (modified for context of schools). We did not receive any responses to this survey.

ENGAGEMENT WITH OTHER STAKEHOLDERS

Hamilton City Council staff met with mana whenua and stakeholders from a primary school and a college. Their feedback has been summarised below:

NGAATI WAIRERE

How can we support them

- Partner with Hapuu to preserve their stories, their taonga, recording oral histories.
- Partner in creation of Pou around the city to help with storytelling the area's history.
- Support different generations in learning and using digital resources.
- Bring libraries to the community, e.g., at the Marae, community houses.

FAIRFIELD COLLEGE

Barriers to accessing library services

- Anxiety around going to places that are unfamiliar.
- Digital literacy and safety They spend a lot of time in the digital world but are not fully aware/trained on how to look for the right resources.
- Parking at Central Library.

How can we support them?

- Resources to bring them up to speed with how to look for resources online and be safe whilst doing it.
- Opportunities for social interaction which has reduced since Covid.



- Reaching out to kids and creating opportunities for them to visit the libraries/other places such as WINTEC. E.g.: guest speakers, programmes/workshops such as coding and advertise them through schools.
- Support of the New Zealand Curriculum through online archived heritage collections.
- Using visual resources for drawing attention.
- Promotion of existing services and regular communication with teachers.

WOODSTOCK PRIMARY SCHOOL

Barriers to accessing library services

- · Lack of time to search for resources online.
- They value the libraries but find that the lending services are too slow and is not ideal when there
 is a deadline for certain topics to be covered.

How can we support them?

- Get library resources/services to the school as it is hard for them to organise getting kids to Hamilton city libraries.
- Making historical/heritage collections accessible to schools and children through curated collections with a local focus.
- Resources for children to gain knowledge on other cultures.

INSIGHTS FROM HOW DID WE DO SURVEYS

How did we do is an ongoing programme across several departments in Council to gather feedback from customers on their experience. At Libraries, we have these surveys through iPads at each library branch and we also send a survey through email to a sample of library visitors who have used their membership on a weekly basis.

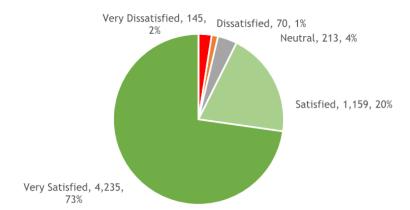
The iPad surveys are a short version to capture satisfaction rating (on a scale of Very satisfied to Very dissatisfied), reason for their rating and visit reason. The email survey has a detailed set of questions to capture specific feedback around staff, opening hours, accessibility, appearance of the space in addition to the questions we ask through the iPads.

We looked at the satisfaction ratings and themes from people's responses on why they gave us a specific rating for the purpose of informing the Libraries strategy.

We looked at feedback in the time period: 1 January 2021- 31 March 2022. Of the 5822 people who provided a satisfaction rating, here's a breakdown of their response.



Overall satisfaction



WHAT'S NEXT

The consultation will help shape the library strategy which is to be presented and signed off by elected members in mid-2022 (Proposed to go to the 14/06/2022 Community committee meeting). Once the strategy is approved by the committee, the libraries team will ensure that their services and planning align with the strategy. This submissions insights report will be attached to the library team's report to Council.



Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Luke Archbold **Authoriser:** Helen Paki

Position: Parks Operational Planning **Position:** General Manager Customer

and Capital Projects Manager and Community

Report Name: Waikato River Safety Project Update

Report Status	Open
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Purpose - Take

1. To inform the Community and Natural Environment Committee on progress made on the Waikato River Safety Project through the 2022/23 summer season.

Staff Recommendation - Tuutohu-aa-kaimahi

2. That the Community and Natural Environment committee receives the report.

Executive Summary - Whakaraapopototanga matua

- 3. New Zealand's drowning rates were highlighted through the 2021/22 summer swimming season. Council have committed to supporting the safe use of natural water sources through the Hamilton City Council Aquatics Strategy's outcome four, "Haumaru Wai".
- 4. At the 14 June 2022 Community Committee meeting, eight actions were approved to mitigate some of the risk associated with river use.
- 5. An update on progress associated with the Aquatics Strategy was provided at the 13 June Community and Natural Environment Committee.
- 6. This report is to update on the progress of remaining actions for the 2023/24 summer season (year two action plan).
- 7. Staff will progress implementation of the year two action plan, as detailed later in the report, using current operating budgets and a small external funding component.
- 8. Staff consider the decisions in this report have medium significance and that the recommendations comply with the Council's legal requirements.

Background - Koorero whaimaarama

9. Strategic guidance for Council's approach to River Safety initiatives is provided through <u>'The Hamilton City Council Aquatics Strategy 2021-2031'</u> outcome 4 "Haumaru Wai" and through <u>'The Vision and Strategy for the Waikato River - Te Ture Whaimana o Te Awa o Waikato'.</u>

- 10. Based on this guidance staff developed actions to mitigate some of the risks associated with recreational river use. At the 14 June 2022 Community Committee Meeting (<u>Agenda</u>, <u>Minutes</u>) the following actions were approved:
 - i. Risk and River User enquiry
 - ii. Investigation to improve public access to aquatic facilities
 - iii. River safety education trial for schools and migrants
 - iv. A Regional Communications Strategy (partially requires external funding)
 - v. Training for Parks and Recreation Staff who work near the river
 - vi. Trial of increased riverside presence by City Safe staff
 - vii. Improved signage in known risk areas
 - viii. River Infrastructure inspection programme
- 11. A report to the Community and Natural Environment Committee on 13 June 2023 (<u>Agenda</u>, <u>Minutes</u>) outlined progress and next steps for actions ii., iii., and v. To avoid duplication detail on these actions have not been included in this report.

Discussion - Matapaki

12. Staff delivered seven of the eight actions over the 2022/23 summer season. A summary of this delivery and proposed next steps is presented for each action below:

Risk and River User enquiry

- 13. Drowning Prevention Auckland (DPA) was engaged to undertake river hazard assessments at five popular swimming locations (Wellington Street Beach, Hamilton Gardens, Swarbrick Landing, Braithwaite Jetty, and Hammond Park Beach); complete observational assessments; and interviews to better understand recreational users' behaviours. This work was completed during the 2022/23 summer swimming season. See attachment 1 for a summary of the report or attachment 2 for the full report.
- 14. Site hazard assessments at the five sites identified four main areas for improvement:
 - i. Infrastructure improvements to jetties and pontoons to ensure user groups safety.
 - ii. Vegetation management to reduce entanglement risk.
 - iii. Compliant (New Zealand Standard AS/NZS 2416.1:2010) signage displayed to enhance public safety.
 - iv. Consider the use of public rescue equipment (PRE) with appropriate signage at locations where such equipment can feasibly be installed and maintained.
- 15. Results from the study indicate that there is a high level of in-water activity on the Waikato River, and that those involved in these activities are displaying high-risk behaviours. The study suggests these behaviours are linked to an overestimation of swimming and floating competence, an underestimation of risks, and unsafe attitudes toward their behaviours.
- 16. Based on the DPA findings staff recommend the following activities occur in time for the next summer swimming season (Y3 of the current LTP) to increase safety at popular sites:
 - i. Vegetation clearance to reduce the potential entanglement risks at key swimming locations is undertaken as a regular activity ahead of each summer swimming season.
 - ii. Complete further investigation on the feasibility of the use of public rescue equipment (PRE) and undertake a pilot at one location during the next summer swimming season.

- 17. Any further recommendations arising from the DPA report such as infrastructure improvements will need to be considered though the 2024-34 LTP
- 18. Staff will work with Regional Council to ensure there is funding to support regular inspections and removal of underwater hazards that are discovered (I.e. deadwood, dumped rubbish, cars, etc.) at swimming locations.

A Regional Communications Strategy

- 19. A communications strategy was planned for the 2022/23 summer swimming season but due to limited funding received, a decision was made to rescope this and reapply for funding for the upcoming summer season to develop a quality campaign with regional partners.
- 20. Staff are currently working on the scope of this partnership campaign, which includes partnering with mana whenua, Waikato River Authority and Water Safety New Zealand through design and implementation stages, and utilising the insights from the behavioural enquiry, asset assessments and City Safety pilot.
- 21. Staff will seek alignment with regional partners and other key organisations for a cohesive campaign and engage an external marketing agency to facilitate the campaign.

Trial of increased riverside presence by City Safe staff

- 22. The trial of increased riverside presence by City Safety staff ran from Labour Weekend,
 October 2022 to the end of February 2023. Staff patrolled between 11am and 7pm, five days a
 week.
- 23. The trial gathered observational data to help support decision making. Key findings included:
 - i. The number of people gathering and swimming peaked in January.
 - ii. The most popular time of day was between 3-5pm, although this differed in October (from 1-3pm) and February (from 5-7pm).
 - iii. There were similar numbers of people observed swimming on weekends and weekdays, although there were more people in the area on weekends.
 - iv. 40% of swimmers were recorded as being 20+ years of age, 33% were recorded as rangatahi (approximately 13-19 yrs) and 27% were recorded as tamariki (approximately 0-12 years).
 - v. The most popular location was Wellington Beach.
 - vi. Of the 875 interactions recorded only 3 were reported as antisocial behaviour (drunk or aggressive), 872 were recorded as relaxed and/or cooperative.
- 24. Better off funding has covered two roles for the 2023/24 summer season, enabling us to extend the trial for a second year. Through this extension staff will continue to collect data to help better understand the patterns of use of the river and environs.
- 25. The River Safety Officer roles are not funded beyond the 2023/24 summer season. Should Council wish to continue the safety monitoring along the river, these roles will need to be considered as part of the Long-Term Plan.

Improved signage in known risk areas

- 26. Temporary signs were installed as part of the 2022/23 summer swimming season. These signs were intended to provide increased awareness of risks at known swimming locations until better informed signage could be designed based on learnings from the Risk and River User enquiry work.
- 27. Permanent signs are to be designed and installed at the 5 high risk sites identified in the DPA report that meet the New Zealand Standard AS/NZS 2416.1:2010.

River Infrastructure inspection programme

28. Specialist engineering services completed structure inspections (above and below water) during the 2022/23 summer season. Identified remedial maintenance was completed post inspection.

Options

- 29. Staff have assessed that the only viable option is to implement the year two action plan as detailed below. This assessment reflects the level of significance (see paragraph 54). The year two actions are set out below.
 - i. Vegetation clearance to reduce entanglement risk at the five sites prior to summer
 - ii. Trial of public rescue equipment (PRE)
 - iii. Regional communications plan (subject to external funding)
 - iv. Continued riverside presence by City Safe Staff for the 2023/24 summer season
 - v. Improved signage to NZS standards installed at the five sites
- 30. Staff will make applications to Water Safety New Zealand for \$35,000 external funding to complete the regional communications plan.
- 31. The proposed approach will align with Councils plans and strategies in the following ways:

Aquatic Strategy	Supports outcome 4 "Haumaru Wai" in the reduction of risk, drownings, and improvement of water safety outcomes.
River Plan	Connections with the River Plan. The plan contains concepts and ideas for site locations for water-based activities along the river with opportunities for development over the 30-year lifetime of the River Plan.
Open Space Strategy	Supports the safe use of open spaces for formal and informal activities.
Play Strategy	Supports the Play Strategy through conversations about how our community can engage in water play safely within the city and actions to deliver this outcome.
He Pou Manawa Ora	Supports the implementation of He Pou Manawa Ora, in particular with the following two pillars: He Pou Toorangapuu Maaori (Unity) and opportunity to increase Maatauranga Maaori (Maaori knowledge) to inform approaches to water safety. Opportunities to partner with local lwi, Hapuu and Mangai Maaori to decrease drownings.
2022 Welcoming Plan	Activities that improve water safety can be communicated as part of "Outcome 7 – Welcoming Public Spaces" to ensure new arrivals to Kirikiriroa/Hamilton are better equipped to recreate at our popular swimming spots.

Financial Considerations - Whaiwhakaaro Puutea

- 32. Budget for vegetation and signage is allocated through existing operational budgets and has been valued at \$32,000 for this work.
- 33. The river safety officers are funded by the Better Off Funding received from Central Government at a cost of \$120,000.

- 34. Funding of \$35,000 is being sought from external parties for the regional Communications Plan.
- 35. It is also proposed to trial public rescue equipment at one of the popular swimming sites during summer at a cost of \$7000.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

- 36. Staff confirm that this option complies with the Council's legal and policy requirements. As per the Health and Safety act s36(2) as a PCBU Council is required, 'so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.'
- 37. Staff confirm that actions ii., iv., vi., vii. and ix. complies with the Council's legal and policy requirements. As per the Health and Safety act s36(3f) as a PCBU Council should as far as reasonably practicable ensure, 'the provision of any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking'.

Climate Change Impact Statement

- 38. Staff have completed an adaptation assessment and determined the project adequately responds to climate change risk.
- 39. Staff have assessed the staff recommendation and determined Reduces greenhouse emissions.

Wellbeing Considerations - Whaiwhakaaro-aa-oranga tonutanga

- 40. 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').
- 41. 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.
- 42. The recommendations set out in this report are consistent with that purpose.

Social

- 43. Our natural bodies of water are places of significant importance to our residents. Through providing options that help to reduce the risks associated with natural bodies of water Council is supporting social wellbeing.
- 44. Natural bodies of water are places of gathering, sites of recreational enjoyment, and places of spiritual significance. They are accessible at low/no financial cost to residents and visitors. Safe access to these features/benefits supports social wellbeing.

Economic

45. The river is a significant economic benefit to our city, providing relief from the built environment, helping to contribute to the Council's aspiration of being a city where people want to live. However, drownings or near drownings negatively impact the economic value of the river and decrease perceived liveability of the city. Reduction in drownings and near drownings helps to mitigate these negative economic impacts.

Environmental

46. Safe interactions and connections to the river and other natural bodies of water can support a growth of knowledge and passion for the environment. Additionally, Water Safety education promotes respect for natural bodies of water, encouraging residents to care for and protect these natural assets reducing our community's negative impact on the environment.

Item 9

Cultural

- 47. The Waikato Awa, and water in general terms, hold strong significance for Maaori. The water safety approach will be guided strongly by Te Ao Maaori in terms of connecting with the natural world and respecting the power of the awa. Council will be guided by continued conversations with Waikato-Tainui.
- 48. Our natural water bodies are regularly used by a wide range of cultural groups for recreational activities. The water safety approach will consider recreational users. The objective will be to determine the means to increase safety and safe decision making to ensure all Hamiltonians, and visitors to our city, share in our valuable natural resources.

Risks - Tuuraru

- 49. If **option 2** is not approved no action will be taken and there will be limited opportunities to mitigate risk to community members accessing natural bodies of water, including the Waikato River.
- 50. Any approaches and initiatives that are implemented will need to be monitored to mitigate for the risk of unintended negative consequences.
- 51. Staff believe that the combination of all actions together would provide the most effective approach to reducing risk.

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

52. 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 medium level of significance.

Engagement

53. Given the medium level of significance determined, the engagement level is medium. No engagement is required.

Attachments - Ngaa taapirihanga

Attachment 1 - Summary of Waikato River Water Safety Report - Drowning Prevention Auckland

Attachment 2 - Waikato River Water Safety Assessment Report - Drowning Prevention Auckland

Summary of the DPA Waikato River Water Safety Report



Background

- At 425 km, the Waikato River is the longest river in New Zealand. Its catchment covers 14,260 square km or 12 per cent of the area of the North Island.
- The river starts its journey to the sea from high in the central North Island volcanic zone, before finally flowing into the Tasman Sea at Port Waikato.
- The Waikato River is a tupuna (ancestor), a taonga (treasure), and the mauri (life force) of Tainui Waka and Ngāti Tūwharetoa.
- In the past ten years (2011 2021), 35 drowning fatalities have occurred in rivers in Waikato.





Drowning Prevention Auckland (DPA)

- Drowning Prevention Auckland was engaged to undertake the Committee approved actions relating to risk and river user enquiry.
- DPA is the leading drowning prevention organisation in Auckland.
 DPA has completed comprehensive inland water assessments in the Tāmaki Makaurau and Te Tai Tokerau regions.
- The scope of their work for HCC included:
 - · Hazards assessments of identified sites
 - Observation and interview studies
- Five observation sites were included in their work: Wellington Street Beach, Hamilton Gardens, Swarbrick Landing, Braithwaite Jetty and Hammond Park Beach.





Hazard Assessments

Risk by location priority order:

- Hamilton Gardens It is expected the consequence of things going wrong at this site would be the highest due to the following factors: jumping from heights, no easy access/egress from the water around the jetty area, submerged objects, and strong current wrapping around the bend.
- 2. Wellington Street Beach Wellington Street Beach has the highest number of visitors and in-water river users, therefore the highest risk exposure. In addition, there are submerged objects and a depth change past the jetty which makes this site a high priority.
- 3. Swarbrick Landing Dangerous activities include jumping from heights, submerged objects and shallow water.
- 4. Hammond Park Risky environments including holes and an eddy.
- 5. Braithwaite Jetty and Duck Island





Hazard Assessments

- Each of the five sites has an in-depth assessment of the hazards identified specific to the site as well as recommendation to improve safety.
- Common hazards identified include (but not exclusively):
 - Flooding
 - Difficult/dangerous entry or exits
 - Unstable banks
 - Strong current
 - Submerged objects
 - Murky water
 - Falls from height
- Recommendations for improvements broadly covered four main areas:
 - Infrastructure improvements to jetties and pontoons to ensure user groups safety,
 - Where appropriate, ongoing vegetation clearance to reduce entanglement risk,
 - Compliant (New Zealand Standard AS/NZS 2416.1:2010) signage displayed to enhance public safety,
 - Consider the use of public rescue equipment (PRE) with appropriate signage at locations where such equipment can feasibly be installed and maintained





Observation Studies

Table 3. Risky Behaviours Observed

	Numbers in water						River drifting with buoyancy		River drifting with NO buoyancy		Wearing inappropriate clothing	
	n	%	n	%	n	%	n	%	n	%	n	%
Total	627	100%	318	51%	227	36%	10	2%	64	10%	299	48%
Male	398	63%	228	72%	201	86%	8	80%	44	69%	195	49%
Age 0-14	382	61%	202	64%	133	59%	4	40%	52	81%	207	54%
15-24	146	23%	90	28%	77	34%	6	60%	10	16%	83	57%
25+	97	15%	35	11%	23	10%	0	0%	2	3%	52	54%



Table 4. Other Risky Behaviours Observed

Other Behaviours Observed	n	%
Male youth encouraging risky behaviours	48	27.4%
People being threatened by others to perform risky behaviours	10	5.7%
Consumption of alcohol or other drugs	12	6.9%
Lack of appropriate adult supervision of young children	33	18.9%
People trying to stop risky behaviours	6	3.4%
Adult supervision of young children	39	22.3%



Observation Studies

- Wellington Street Beach was the location most likely to record in-water river users with 39 percent of all in-water observations and the greatest proportion of river.
- The next most popular location for in-water users was Swarbrick Landing.
- These two locations accounted for most of the at-risk water behaviours.
- They also accounted for most of the river drifting without buoyancy incidents (71%) and the wearing of inappropriate water attire (72%).

Table 5. Risky Behaviours by Location

	Welli Stree Beac		Ham Gard	ilton lens	Swar	brick ing	Braitl Jetty	nwaite		mond Beach	Duc	
	n	%	n	%	n	%	n	%	n	%	n	%
In-water observations (76)	30	39%	12	16%	19	25%	2	3%	11	14%	2	3%
Visitors at site (1,214)	814	67%	66	5%	159	13%	11	1%	153	13%	9	1%
Visitors In water (627)	369	59%	55	9%	118	19%	8	1%	71	11%	6	1%
Jumping from edge (318)	163	44%	45	14%	99	31%	6	2%	5	2%	0	0%
Jumping from height (227)	109	30%	28	12%	89	39%	1	0%	0	0%	0	0%
River drifting - buoyancy (10)	5	50%	3	30%	0	0%	0	0%	3	30%	0	0%
River drifting without buoyancy (64)	21	33%	6	9%	24	38%	0	0%	13	20%	0	0%
Inappropriate attire (299)	174	58%	26	9%	73	24%	7	2%	18	6%	1	0%



Table 6. Risky Behaviours by Gender and Location

Observation Studies

- When risk behaviours were analysed by gender and location, Wellington Street Beach, many males were observed performing at-risk behaviours especially on entering the water with most males either jumping in for the edge (66%) or form height (83%).
- Males were also overrepresented in at-risk water entries at Swarbrick Landing, jumping in from the edge (76%), jumping in from height (92%) as well as river drifting without buoyancy (92%) and wearing inappropriate attire (89%).
- Some differences in at-risk behaviours were evident when analysed by age. Young people (<14years) were more likely to jump in from the edge (75%) or from height (66%) than the older age groups with those aged >25 years least likely to jump from the edge (10%) or from height (12%).
- The youngest age group were also more likely to engage in river drifting with (40%) or without (86%) buoyancy, and the oldest age group were least likely to engage in river drifting activity with (0%) or without (0%) buoyancy.

	Well Stree Beac		Ham Gard	ilton lens	Swar Land		Braitl Jetty	hwaite		mond Beach	Duc Islai	
	n	%	n	%	n	%	n	%	n	%	n	%
Male												
Total in area	388	48%	56	85%	119	75%	5	45%	65	42%	6	67%
In water	208	56%	48	87%	100	85%	4	50%	33	46%	5	83%
Jumping from edge	107	66%	40	88%	75	76%	5	83%	1	20%	0	0%
Jumping from height	90	83%	29	100%	82	92%	0	0%	0	0%	0	0%
River drifting - buoyancy	5	100%	3		0	0%	0	0%	1	33%	0	0%
River drifting without buoyancy	8	38%	6	100%	22	92%	0	0%	8	62%	0	0%
Inappropriate attire	72	41%	21	81%	65	89%	4	57%	11	61%	1	100%



Table 11. Familiarity of Site

Frequency of visits	n	%
This is my first time	13	16.0
Between 2 - 4 times	7	8.6
Between 6 - 10 times	12	14.8
Between 11 - 20 times	2	2.5
More than 20 times	47	58.0
Total	81	100.0

Table 16. Reason for Being in the Water

	n	96
It's more fun than local pools	23	28.4
It's hot and water looked inviting	22	27.2
I can't afford the pools	21	25.9
Friends/family encouraged me	9	11.1
Location	3	3.7
I don't like the beach	2	2.5
No reason not to	1	1.2
Total	81	100.0

able 12. Frequency of Visits to Waikato River During Summer

Frequency	n	96
Daily	33	40.7
Once a week	10	12.3
A few times per week	18	22.2
Less often	20	24.7
Total	81	100.0

Table 15. Favourite Thing About the River

Favourite thing	n	%	
It's close to where I live/ Location	24	29.6	
It's cool	20	24.7	
Its free	14	17.3	
It's exciting	12	14.8	
Calm/relaxing	4	4.9	
Whakapapa	4	4.9	
Jetty	3	3.7	

Table 13. Main Reason for Visiting Location

Frequency	n	%
Manu / jumping	25	30.9
Swimming/Cool Off	46	56.8
Play/Picnic next to river/fish/feed ducks/dog	4	4.9
River drifting	3	3.7
Other	3	3.7
Total	81	100.0

Table 14. Companions to the Site

Who did you come with?	n	96
My family / whaanau	46	56.8
My mates / friends	30	37.0
Myself	4	4.9
My partner	1	1.2
Total	81	100.0



Table 17. Perceived Swimming and Floating Competence

		n	%
How well can you swim?	Poor/Can't swim	4	4.9%
	Fair form	14	17.3%
	Good form	33	40.7%
	Very good form	30	37.0%
How far can you swim in 5 mins?	Less than 50 m	23	28.4%
	51 – 100 m	14	17.3%
	101 – 200 m	17	21.0%
	More than 200 m	27	33.3%
How well can you float?	Poor/Can't float	7	8.6%
	Fair form	5	6.2%
	Good form	17	21.0%
	Very good form	52	64.2%
For how long can you Stationary Float?	Less than 30 seconds	6	7.4%
	30 seconds – 1 minute	1	1.2%
	1 - 5 minutes	11	13.5%
	More than 5 minutes	63	77.8%

- Respondents were asked to self-estimate their water competency with respect to their swimming and flotation.
- Almost all of those displaying risky behaviours perceived they could swim (n = 79, 98%) and float (n = 76, 94%), with most believing they were competent swimmers (swim well/very well, n = 63, 78%) and floaters (float well, very well, n = 69, 85%).
- One-third (n = 27, 33%) thought they could swim more than 200 m in five minutes and more than three-quarters (n = 63, 78%) believed they could float for more than five minutes.



Table 18. Attitudes toward Water Competency and Drowning Risk in the River

Statement	Agree	Agree
	n	%
My swimming competence will keep me safe when swimming in the	74	91.4
river		
My swimming competence means I don't need to wear a lifejacket in	66	81.5
the river		
My swimming competence means I am capable of rescuing others in	60	74.1
the river		
Others are at greater risk than me when swimming/jumping in the	55	67.9
river		
The risk of drowning is always in the back of my mind when	48	59.3
swimming/jumping in the river		
often feel at risk when swimming/jumping in the river	30	37.0

- Most respondents considered that the swimming competence would keep them safe when swimming in the river (91%), that their swimming competence meant they didn't need to wear a lifejacket (82%), and that they were confident in their capacity to rescue others in the river (74%).
- In terms of the perceptions of the risk of drowning, two thirds of respondents (68%) thought that others were at greater risk of drowning than themselves, and that they were aware of the risk of drowning when recreating in the river (59%) but fewer (37%) thought they felt at risk when swimming/ jumping in the river.



Table 19. Perception of Drowning Risk in the River

	Extreme / High Risk		Low / No Risk	
	n	96	n	%
Swimming in river more than 10 m from the	66	81.5	15	18.5
riverbank				
Falling into river fully clothed	54	66.7	27	33.3
Missing the exit point when drifting down river	44	54.3	37	45.7
Jumping into river from height (over 2 m)	33	40.7	48	59.3
Standing in knee depth at river's edge	8	9.9	73	90.1

- Females were significantly more likely than males to rate the risk of falling into the river fully clothed extreme or high risk.
- Although not statistically significant, females were more likely than males to be risk averse to jumping in the river from height and swimming more than 10 m from riverbank.





Report Discussion

Table 20. River Safety Knowledge Source

Knowledge source	n	%
I don't have any	7	8.6
Family / whanau / elders (kaumaatua)	46	56.8
Self-taught	6	7.4
From my peers	2	2.5
At school/kura	14	17.3
Other -	6	7.4
Total	81	100.0

Table 21. Teaching Swimming Source

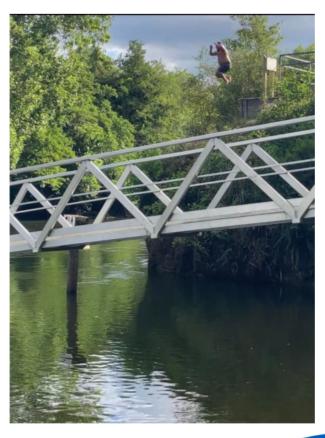
Teaching swimming source	n	%
I haven't learnt to swim	2	2.5
At commercial swimming lessons	15	18.5
From my family / whaanau	39	48.1
From my peers	1	1.2
I taught myself	11	13.6
School/kura	13	16.0
Total	81	100.0

- A significant finding from the observation study is the high level of in-water recreation on the Waikato River.
- One-half (52%) of all visitors to the sites were observed entering the river.
- Even more concerning than this was the high proportion of at-risk behaviours observed.
- More than one-half (51%) of those entering the water were observed jumping in from the edge, one-third (36%) jumping from height, one-tenth (10%) river drifting with no buoyancy, and almost one-half (48%) were wearing inappropriate swimwear.
- Surprisingly, almost two-thirds (61%) of those observed entering the water were aged 14 years or under. Most of those in this age bracket were 13 or 14 years old, without adult supervision, ages not generally accepted as being responsible for themselves or others in and around water.
- Family and whaanau played a key role in the in teaching the participants to swim (48%) and providing river safety knowledge (57%). The heavy reliance on family and/or friends may not be the best source of knowledge for young people.



Report Discussion

- The high reliance on family and whaanau both as companions for risky river
 activity and as a key source of river safety knowledge and swimming
 development provides an opportunity for targeted, co-designed family and
 whaanau education that would encourage river users to positively influence and
 protect each other.
- The risky river users interviewed were very confident in their perceived swimming and floating competence. One third (33%) believed they could swim more than 200 m in 5 minutes and three-quarters (78%) thought they could float for more than 5 minutes.
- A previous study (Stanley, 2021) to compare perceived and actual adult water competence found a disconnect between how well participants thought they could swim and float to what they could actually do, especially in open water settings such as a river. When tested in an open water setting (Stanley, 2021) only one participant (1.6%) could float more than 5 minutes, and none could swim the 200m in 5 minutes.
- The swimming and floating competence levels perceived by these risky river users are unlikely to transform into reality.

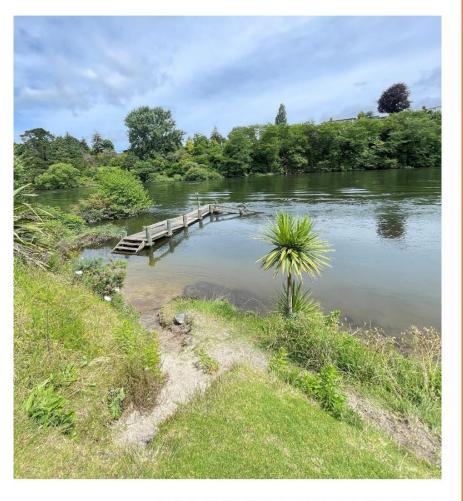




Recommendations

- Recommendations to encourage safer behaviors and assist in making the activities safer include:
 - a) HCC to adopt a co-ordination role to actively promote holistic and best-practise river safety education for local communities in collaboration with water safety and river safety experts, and river user or bombing advocates and organisations,
 - b) Targeting education both to the user demographic and their wider family/ whaanau on the whakapapa of the river, river safety knowledge, how to engage safely, and developing water and river safety competence. This would be especially relevant to the older primary school age group and high school students,
 - Promoting river safety education and advice (via classrooms, workshops, and online) developed in association with water safety experts and river user or bombing advocates for the wider community, and
 - d) Undertaking/facilitating further co-designed research to ascertain river safety knowledge, maatauranga, and actual water and river competence of the river users.
 - e) Creating safer environments by addressing infrastructure hazards as indicated by many of the safety suggestions made by respondents, notably safe jetties and better access and exit points,
 - f) Creating on-site river safety advice including installation of compliant signage and public rescue equipment.







WAIKATO RIVER

Hazard Assessments, Behaviours, and Factors that may Encourage Risky Behaviours. April 2023

Attachment 2

Preface and Acknowledgements

This report is an evaluation of five sites along the Waikato River in the Hamilton City Council catchment area developed by Drowning Prevention Auckland (DPA). It reports on an assessment of

hazards, as well as observed and perceived water competence and behaviours from river users at

the sites.

This study acknowledges tangata whenua of the Waikato River, and those who have given their time

and energy in both a professional and volunteer capacity to promote and improve areas for water

safety among the users of the river.

The project was developed by personnel from Drowning Prevention Auckland and Hamilton City

Council (HCC). From Drowning Prevention Auckland, the project was led by Ants Lowe, data

collection from observations and interviews by Luke Blackwood and Zeta Morgan, managed by Josh

Carmine who also completed the assessment of hazards, and research design, data analysis, and

report compilation by Dr Teresa Stanley, with input and peer review from Dr Kevin Moran. From

Hamilton City Council, key contributors were Steve Webb, Luke Archbold, and Dr Tegan Andrews.

Report prepared by:

Dr Teresa Stanley, Research & Impact Manager, Drowning Prevention Auckland.

Recommended reference:

Stanley, T., Carmine, J., & Moran, K. (2023). Waikato River - Hazard Assessments, Behaviours, and

Factors that may Encourage Risky Behaviours. Report to Hamilton City Council.

Further enquiries about the report should be made to:

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Executive Summary

Hamilton City Council (HCC) approached Drowning Prevention Auckland (DPA) to provide mitigation recommendations for reducing drowning risk on the Waikato River.

DPA assessed and reported on hazards and signage at five sites, along the Waikato River: Wellington Street Beach, Hamilton Gardens, Swarbrick Landing, Braithwaite Jetty, Hammond Park Beach.

Recommendations for safer environments are included.

An observation study to determine the level of at-risk behaviours at the five nominated sites was completed during January and February 2023. The Duck Island site was added when Braithwaite Jetty was closed to the public. A total of 175 observations were undertaken observing 1,214 visitors, of which one-half (n = 627, 52%) were observed being in the water. Almost two-thirds of those entering the water were male (n = 398, 63%) or aged under 15 years (n = 382, 61%). One-half (n = 318, 51%) of those observed who entered the water were seen jumping in from the edge and one third were recorded jumping in from height over 2 m (n = 227, 36%). One in ten (n = 64, 10%) of all in-water observations recorded people displaying the risky behaviour of river drifting without buoyancy.

A further study with follow up interviews to determine water safety knowledge and attitudes, perceptions of risk, and water competency were conducted with those displaying at-risk behaviours was also completed. Eighty-one interviews were completed with risky river users. Most respondents (n = 47, 58%) were frequent users of the site, having visited more than 20 times and most visited the location to either swim or cool off (n = 46, 57%) or to perform manus/jumping in (n = 25, 31%).

Most respondents reported confidence in their swimming competence to stay safe when swimming in the river (91%), or to rescue others in the river (74%). In terms of risk perception most respondents considered swimming >10m from the bank (82 but less than half (41%) considered jumping in from height(>2m) as high risk.

More than one-half (n = 46, 57%) learnt their river safety knowledge from family/whaanau/elders (kaumaatua). Family and whaanau were also the main deliverers for teaching swimming for one-half (n = 39, 48%) of participants.

The results suggest that there is a high level of in-water activity on the Waikato River, and a high proclivity for those activities to be at high-risk of drowning. Influencing factors for displaying high-risk behaviours are a likely overestimation of swimming and floating competence, an underestimation of risks, and unsafe attitudes toward their behaviours.

Recommendations to encourage safer behaviours and assist in making the activities safer include:

From the hazard assessments, it is recommended that all sites identified within this report require:

- 1. Infrastructure Infrastructure improvements including jetties, pontoons, and vegetation to be maintained to ensure user safety.
- a) The installation of a fixed water depth gauge.

Hamilton Gardens

- b) The installation of a ladder to assist with egress from the wharf should be considered.
- c) Sunken debris in the water at this site should be identified and removed to mitigate the risk of injury from collisions or entanglement.
- d) The installation of a bombing platform should be considered at this site with an easily accessible egress point downstream from this platform.
- e) Scope the merits of providing a delineation mechanism between craft and non-craft users.

Wellington Street Beach

- f) Repairs to the jetty should be made to ensure safety of users.
- g) Address erosion issues with the unstable bank.
- h) Consider a swinging jetty to allow the steps to be usable in both high- and low-flow.

Swarbrick Landing

- i) Options around clearing the vegetation to be scoped and implemented.
- j) Implement changes to make the retaining wall safer.

Hammond Park Beach

k) Overhanging tree branches that may enable swinging and landing on the shallow sandbar should be trimmed.

Braithwaite Jetty

- I) Repair the jetty for safe usage, ensuring ease of egress.
- **2. Signage -** Creating on-site river safety advice including installation of compliant signage. HCC should engage with DPA to develop a comprehensive signage plan.

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- a) Specified warning symbols for each site should be included on the compliant aquatic safety signage.
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.
- c) Hamilton Gardens Consideration should be given to install a carpark sign. An example of a car park sign is included in Appendix 3.
- d) Hammond Park Beach A narrow access sign should also be installed at the approximate location of Figure 5.
- 3. Public Rescue Equipment Installing on-site river bystander rescue equipment
 - a) PRE should be provided at all assessed sites. The PRE type should be determined by the national PRE guidelines which are currently being developed.
 - b) HCC should engage with DPA to participate in a trial of PRE in inland water supporting the development of inland water PRE component of the national PRE guidelines.

In addition:

4. Regional Leadership

- a) Regional leadership and coordination is explored amongst iwi, statutory agencies, and land managers to identify health and safety responsibilities, as well as developing consistency across all agencies that have a role within communication and management of hazards and risks in, on, and around the river.
- 5. SafeSwim Website Providing current accessible information for river users
 - a) All sites assessed in this report should be included on the SafeSwim forum with the hazards listed in this report. Conversations should begin to discuss the process of inclusion of sites.

6. Supervision

 a) A comprehensive scoping exercise is recommended to determine the need and possibility of implementing a professional lifeguard service at Hamilton Gardens and Wellington Street Beach.

7. Education

Recommendations to encourage safer behaviours and assist in making the activities safer include:

- a) HCC to adopt a co-ordination role to actively promote best-practise river safety education for local communities in collaboration with water safety and river safety experts, and river user or bombing advocates and organisations,
- b) Targeting education both to the user demographic and their wider family/ whaanau on the whakapapa of the river, river safety knowledge, how to engage safely, and developing water and river safety competence. This would be especially relevant to the older primary school age group and high school students,
- c) Promoting river safety education and advice (via classrooms, workshops, and online)
 developed in association with water safety experts and river user or bombing advocates for
 the wider community, and

8. Further Research

 a) Undertaking/facilitating further co-designed research to ascertain river safety knowledge, maatauranga, and actual water and river competence of the river users. DPA could provide guidance in this initiative.

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1. Introduction

Background

Hamilton City Council (HCC) approached Drowning Prevention Auckland (DPA) regarding the provision of mitigation recommendations to reduce risk on the Waikato River.

At 425 km, the Waikato River is the longest river in New Zealand. Its catchment covers 14,260 square km or 12 per cent of the area of the North Island. The river starts its journey to the sea from high in the central North Island volcanic zone, before finally flowing into the Tasman Sea at Port Waikato.

The Waikato River is a tupuna (ancestor), a taonga (treasure), and the mauri (life force) of Tainui Waka and Ngāti Tūwharetoa.

In the past ten years (2011 – 2021), 35 drowning fatalities have occurred in rivers in Waikato. As the land managers of the most densely populated area of the largest river, Waikato, Hamilton City Council are seeking expert guidance to steer mitigation strategies.

Drowning Prevention Auckland has history in providing inland water hazard assessment advice with other Councils in New Zealand. It also has a research *pou* with expertise in undertaking observation studies.

Project 1 - Hazard Assessments

Drowning Prevention Auckland (DPA) is the leading drowning prevention organisation in Auckland. DPA has completed comprehensive inland water assessments in the Tāmaki Makaurau and Te Tai Tokerau regions, complementing coastal assessments undertaken by Surf Life Saving New Zealand (SLSNZ).

The purpose of this engagement is for DPA to assess hazards at a pre-determined list of five sites, along the Waikato River.

The five hazard assessment sites chosen:

- Wellington Street Beach
- Hamilton Gardens
- Swarbrick Landing
- Braithwaite Jetty
- Hammond Park Beach

DPA provided information at each site on identification of hazards, assessment of existing aquatic safety signage, and providing recommendations to enhance public safety and knowledge within the specific locations.

Project 2 - Observation and Interview Studies

Hamilton City Council also requested observation study to determine the level of at-risk behaviours at five nominated sites along the Waikato River. Follow up interviews to determine water safety knowledge and attitudes, perceptions of risk, and water competency were conducted with those displaying at-risk behaviours.

The same five observation sites chosen were:

- Wellington Street Beach
- Hamilton Gardens
- Swarbrick Landing
- · Braithwaite Jetty
- Hammond Park Beach

Observation Research

The observation study reported on actual behaviours of visitors to Hamilton's Waikato River recreational sites.

Research Question: What are the characteristic behaviours of visitors to Hamilton's Waikato River sites in HCC?

Study Design

The basic design is a cross-sectional observational study of behaviours of visitors to five sites on the Waikato River within the HCC boundary.

Interview Study

The interview asked about attitudes, knowledge, and perceived risk and water competence.

Research Question: What are the drowning risk perceptions of participants who demonstrate at-risk behaviours on the Waikato River?

Study Design

The study was implemented to provide HCC with further information to support the observation study. The design of the study is interviews. It involves one researcher requesting one adult observed displaying at-risk behaviours to be part of an interview about their attitudes and perceptions.

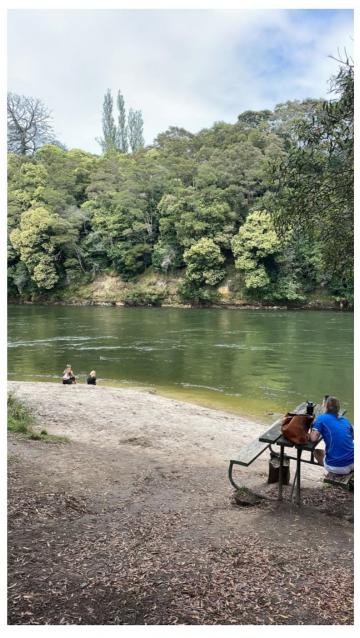


Figure 1. Adults Supervising a Young Child

2. Hazard Assessments

2.1 Introduction

Drowning Prevention Auckland was contracted by Hamilton City Council to perform inland water hazard assessments on five priority aquatic areas within the Hamilton region.

The purpose of these assessments is to:

- Identify hazards within the individual aquatic environments,
- Assess existing aquatic safety signage on site,
- To provide recommendations around new aquatic signage.

Caveat on information: Any information, comments or anecdotal feedback that may have been provided by local residents or landowners is for the sole purpose of contextual reference and should not be published on public forums.

2.2 Methodology

A total of five inland water sites identified by Hamilton Council were visited and assessed.

Activities identified at each site were either confirmed by residents, locals, the site-specific familiarity of the assessor, or a mixture of the three. Hazards identified at each site are those recommended to be added to signage at the location specified. Additional comments within this report include further observations, circumstantial evidence, observations, and anecdotal feedback from locals or residents.

2.3 Limitations

There are no limitations to assessing drowning hazards at the sites within this report. Sites are available to be assessed and hazards are comprehensively documented within this report.

Accurate water depth has not been determined or included. Bathymetric testing of the river could be undertaken to determine depth and topography, however it is expected this would only be accurate until the next flood when the sand bottom would be likely to change as a result of the flooding. Bathymetric testing would not hold much validity in the long-term due to the volume of sediment moved under flooding or high-flow circumstances.

Although not a drowning hazard, water quality is important for the health of river users. The Waikato Regional Council monitors water quality at 117 sites along the Waikato River for inclusion

on the Land Air Water Aotearoa (LAWA) website. Just one of these 117 sites was a site included in this report, Wellington Street Beach. Recent testing, however, had not been completed and testing results had not been updated to the website. Although water quality information was sought from LAWA (n.d.), it was not able to be included within this report. Not knowing the water quality and any contamination levels is identified as a potential limitation. It is recommended that water tests be completed to mitigate this potential limitation.

2.4 Discussion

Hazards

Some hazards are consistent at each of the locations. None of the sites assessed are currently supervised by an experienced or professional lifeguard service. A more thorough risk analysis to determine the need to introducing professional lifeguards would include additional factors such as historical fatal, non-fatal, and rescue data, potential harm, participation data, likelihood of harm occurring, and other potential positive or negative impacts. Another consistent hazard is the reduced buoyancy in inland waters when compared with coastal waters due to the reduced salinity in freshwater. New river users may experience difficulty floating if they are used to being in salt water. Access to strong water currents and deep water are further consistent hazard in all sites, and although some sites may have an eddy area close to shore with less current, all sites have unrestricted access to deep water with strong currents which could cause panic or drowning incidents upon immersion for inexperienced river users. Finally, the murky water of the Waikato River makes it more difficult to check for water depth and submerged objects. In the event of an unintended submersion, it also makes it more difficult to find and retrieve people in the water.

Other hazards have been identified specific to each site.

Recommendations

Recommendations noted within this component of the report have been categorised into infrastructure, signage, public rescue equipment, Safeswim website, and supervision.

Infrastructure – Infrastructure in this report includes improving or installing structural objects to enable safer use of the sites by river users. These include improvements to wharves and jetties, installing new platforms, removing sunken objects, especially in areas of in-water use, trimming or removing vegetation that could harm river users, and repairing unstable or slippery banks or retaining walls. In addition, a fixed water depth gauge would enable river users the knowledge about water depth under various flow-state conditions to give them information to make informed decisions about their activities in the river.

Signage – Signage is an important preventative measure to reduce drowning and water-related injuries. Signage should be clear, concise, and consistent for river users to make informed decisions about their activity. All signage should be compliant with the New Zealand Standard AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas, including carpark and access signs. Signage types and exemplars have been provided within the Appendix section. Any hazards recommended where symbols are not included in the New Zealand AS/NZS 2416.1:2010 signage standards could be added as the 'danger' symbol.

Public rescue equipment (PRE) is recommended at all assessed sites. The specific PRE type provision should be considered subject to the development of the national PRE guidelines for inland water environments. In the last two years, national guidelines for coastal waters have been researched and trialled, with the draft guidelines soon to be released for sector consultation and endorsement. It is recommended that HCC work with DPA and Surf Life Saving New Zealand to continue this development of PRE national guidelines, but for inland waters. This would involve HCC liaising with DPA to trial, monitor, and record use of various PRE at selected sites to identify the appropriate PRE for each location.

Safeswim – Developed by Auckland Council, Safeswim (Safeswim, 2023) provides current information on water quality and swimming conditions at popular sites for in-water use around New Zealand. Originally developed to provide water quality information in Auckland, Safeswim now hosts sites for all popular surf beaches around New Zealand, and a growing number of inland water sites in Auckland and Northland. Safeswim would be the ideal site to host water quality and drowning prevention information at the five sites included in this report. It would complement the information on the Raglan and Bay of Plenty/Coromandel sites already housed on Safeswim.

Supervision – Lifeguard services would provide an additional layer of protection for river users. New Zealand currently has lifeguard qualifications for public community swimming pools and surf beaches. River lifeguards would require additional competencies around the specific river environment. Scoping the feasibility of lifeguard services should be considered and responsible adult supervision of all children needs to be included in all promotion and education. Supervision should include all four components of being ready to respond to emergencies, watching constantly, proximity within arm's reach of young children, and avoiding distractions.

Priorities

The sites have various usage and activities. It is expected a more in-depth risk analysis would prioritise the recommendations to be undertaken on the sites as listed in the priority order below.

- Hamilton Gardens It is expected the consequence of things going wrong at this site would be the highest due to the following factors: jumping from heights, no easy access/egress from the water around the jetty area, submerged objects, and strong current wrapping around the bend.
- 2. Wellington Street Beach Wellington Street Beach has the highest number of visitors and inwater river users, therefore the highest risk exposure. In addition, there are submerged objects and a depth change past the jetty which makes this site a high priority.
- 3. Swarbrick Landing Dangerous activities include jumping from heights, submerged objects and shallow water.
- 4. Hammond Park Risky environments including holes and an eddy.
- 5. Braithwaite Jetty and Duck Island

2.5 Recommendations

From the hazard assessments, it is recommended that all sites identified within this report require:

1. Infrastructure

a) The installation of a fixed water depth gauge.

Hamilton Gardens

- b) The installation of a ladder to assist with egress from the wharf should be considered.
- c) Sunken debris in the water at this site should be identified and removed to mitigate the risk of injury from collisions or entanglement.
- d) The installation of a bombing platform should be considered at this site with an easily accessible egress point downstream from this platform.
- e) Scope the merits of providing a delineation mechanism between craft and non-craft users.

Wellington Street Beach

- f) Repairs to the jetty should be made to ensure safety of users.
- g) Address erosion issues with the unstable bank.
- h) Consider a swinging jetty to allow the steps to be usable in both high- and low-flow.

Swarbrick Landing

- i) Options around clearing the vegetation to be scoped and implemented.
- j) Implement changes to make the retaining wall safer.

Hammond Park Beach

k) Overhanging tree branches that may enable swinging and landing on the shallow sandbar should be trimmed.

Braithwaite Jetty

I) Repair the jetty for safe usage, ensuring ease of egress.

2. Signage

- a) HCC should engage with DPA to develop a comprehensive signage plan.
- Specified warning symbols for each site should be included on the compliant aquatic safety signage.
- c) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.
- d) Hamilton Gardens Consideration should be given to install a carpark sign. An example of a car park sign is included in Appendix 3.
- e) Hammond Park Beach A narrow access sign should also be installed at the approximate location of Figure 5.

3. Public Rescue Equipment

a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.

4. Regional Leadership

a) Regional leadership and coordination is explored amongst iwi, statutory agencies, and land managers to identify health and safety responsibilities, as well as developing consistency across all agencies that have a role within communication and management of hazards and risks in, on, and around the river.

5. SafeSwim Website

a) All sites assessed in this report should be included on the SafeSwim forum with the hazards listed in this report. Conversations should begin to discuss the process of inclusion of sites.

6. Supervision

 a) A comprehensive scoping exercise should be undertaken to determine the need and possibility of implementing a professional lifeguard service at Hamilton Gardens and Wellington Street Beach.

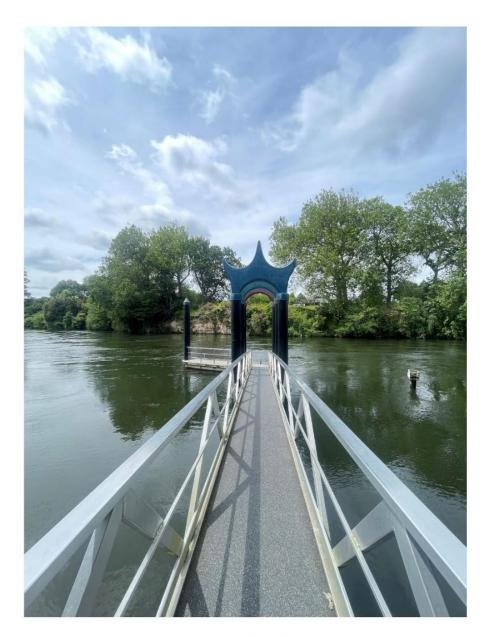


Figure 2. Hamilton Gardens Jetty

2.6 Hamilton Gardens

Site name: Hamilton Gardens		Date assessed:
		06.12.2022
Site type: River	Site area: Hamilton East	Site location:
		37°48′27″S 175°18′16″E

Brief Description:

This site lies next to a large car parking facility for the Hamilton Gardens, with a paved walkway from the car park to the site providing easy access and egress for members of the public to access the site. Above the riverbank and jetty area lies an elevated jumping spot with worn tracks which indicates that this site is a popular jumping and bombing site. This elevated jumping spot is estimated to be a 2.5-3 metre jump into the river below. There is also a jetty area that may also be used for jumping / manus. The jetty may be used for the mooring of powered or non-powered craft. The jetty does not have any form of ladder installed which may pose a significant risk as this hinders egress from the water at this site. This site is also host to several seated areas, picnic tables, and rubbish bins that allow for members of the public to recreate around the aquatic environment.

The main concerns of this site relate to the difficult egress from the water as the jetty lies approximately 0.5 metres above the water making it difficult to exit the water onto the jetty, the easiest egress is by swimming to the riverbank. The site also possesses several submerged hazards as seen in Figure 3 such as strainers, vegetation, large quantities of metal debris, and other submerged objects which pose a high entanglement/collision risk to river users.

The worn track combined with anecdotal evidence suggests that the elevated viewing platform above the jetty is used often for recreational activities such as bombing or jumping as seen in Figure 2.

Observations note that powered craft, predominantly jet skis, often travel with excessive speed past this site which also poses a large collision risk for aquatic users. Delineating craft use and non-craft use may provide some safety to non-craft river users.

The main hazards present at this site are the change in water levels due to flooding, submerged objects, sudden drop-off, murky water, shallow water, deep water, difficult/dangerous exit points,

¹ A strainer is created by a manmade or natural obstruction such as a tree, root system, fencing, or guard rails. A strainer allows water to pass through but stops and holds objects such as boats and people.

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falls from height, entanglement in structure or vegetation, and a lack of supervision which may result in harm.

Water quality testing:	Water temperature:	Rainfall catchment:
Unknown	20.8 degrees	Large (One or more tributaries)

Site use: Swimming, wading, diving/bombing, picnic/sightseeing

Signage:

This site has several signs which indicate the potential for a slippery surface, do not enter the water when boats are docked or sighted, strong current, deep water and hidden objects.

All aquatic signage at this location is non-compliant with the New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.

Public rescue equipment on site: No PRE on site

Hazards present:

- Deep water
- Murky water
- Shallow water
- Submerged objects
- Sudden drops
- Entanglement risk in vegetation/debris
- No lifeguard supervision

- Difficult/dangerous entry/exit points
- Falls from height
- Flooding potential
- · Reduced buoyancy in freshwater
- Slippery rocks and shoreline
- Water quality/contamination

Additional comments:

Members of the public have stated that there is a submerged vehicle located below the general vicinity of the jumping platform above the jetty. To avoid colliding with the sunken vehicle, jumpers must jump out towards the eastern side of the riverbank which contains the greatest current.

Members of the public have also stated that they wish for a safe bombing station to be installed at this site to ensure safe access and egress at this site. Ladders were also suggested to be installed on the jetty to enable safe egress for intentional and unintentional entry into the water from this site.

Staff at the Hamilton Gardens reception provided anecdotal evidence of a few rescues that have resulted in members of the public running to the site requesting rescue devices and automated external defibrillator during recent incidents at the site.

Recommendations:

- 1. Infrastructure
- a) The installation of a ladder to assist with egress from the wharf should be considered.
- b) Sunken debris in the water at this site should be identified and removed to mitigate the risk of injury from collisions or entanglement.
- c) The installation of a bombing platform should be considered at this site with an easily accessible egress point downstream from this platform.
- d) The installation of a fixed water depth gauge.
- e) Scope the merits of providing a delineation mechanism between craft and non-craft users.
- 2. Signage
- a) The following warning symbols should be included on the compliant aquatic safety signage:
 - Submerged objects
 - Sudden drop off
 - Strong current
 - · Falls from height
 - · Reduced buoyancy in freshwater
 - Supervise children at all times
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.
- c) Consideration should be given to install a carpark sign. An example of a car park sign is included in Appendix 3.
- 3. Public Rescue Equipment

- a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.
- b) The PRE and instructions for use should be installed in the approximate location of Figure 2 on the back of a carpark type aquatic safety sign. An example of this signage is included in Appendix 4.
- 4. SafeSwim Website
- a) Recommended that this site is added to the SafeSwim forum with the hazards listed in this report.



Figure 3. Hamilton Gardens - Examples of debris



Figure 4. Hamilton Gardens - River user jumping from height

2.7 Hammond Park Beach

Site name: Hammond Park Beach		Date assessed: 06.12.2022
Site type: River	Site area: Hamilton East	Site location:
		37°48′34″S 175°18′48″E

Brief Description:

This site possesses a large, shallow, sandy beach area at the base of a small hill. There is also a playground and picnic table area located nearby. This site has ample flat space near the water's edge which allows numerous visitors to this site to recreate along the riverbank. The main beach area at this site has a tree overhanging the water's edge which is an enticing jumping spot for members of the public. This tree has a 1.5-2 metre jump into the river below. At present, there is a large, shallow, sandbar² under the tree which may make this tree jump hazardous for those jumping into the water. There is also a large eddy³ area in front of the picnic table which shelters swimmers from the strong current in the main body of river water. The eddy area may provide a false sense of security to some river users and entice them to wade further out into stronger currents past the sand bar. Swimmers may wade to the edge of this sandbank and unexpectedly walk off the edge of the bank, into the deep, fast flowing water main body of water in the river resulting in swimmers getting into trouble as they unexpectedly get out of their depth.

Other concerns at this site relate to the sudden drop off from the shallow sand bar into deep water with strong current. There are several individual sand banks at this site with sudden drop-offs. When the water is murky, these holes are unable to be spotted by river users and may pose a substantial risk to swimmers at this site. The overhanging tree, strainers⁴, and vegetation on the western side of the site may also pose a large entanglement and collision risk if members of the public drift further down the river or decide to jump from this overhanging tree. Egress from the river on the western side of the site, past the picnic table, will be challenging for swimmers due to the vegetation and strainers near the bank.

The main hazards present at this site include deep water, shallow water, entanglement risk, fast-flowing current, murky water, submerged objects, flooding risk, and sudden drop-off.

² A sandbar is a raised segment or section of sand below the surface of the water that is usually caused by currents. Sandbars may move or change in shape over time as current strength and sediment flows change.

³ An eddy is a section of circular current that tends to flow in the opposite direction from the main river current.

Water quality testing:	Water temperature:	Rainfall catchment: Large
Unknown	20.8 degrees	(One or more tributaries)

Site use: Swimming, wading, diving/bombing, picnic/sightseeing

Signage: General signage, no water safety signage or hazard signage

All aquatic signage to be installed at this location should be compliant with the New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.

Public rescue equipment on site: No PRE on site

Hazards present:

- Deep water
- Murky water
- Shallow water/ sandbars
- Submerged objects
- Sudden drops
- Strong current

- Difficult/dangerous entry/exit points
- Falls from height
- Flooding potential
- Reduced buoyancy in freshwater
- Water quality/contamination
- No lifeguard supervision

Additional comments:

Members of the public who often visit the site with young children claim that they have never seen the sand bar this shallow, in contrast they also mentioned that the holes and sudden drop off have not been this steep before.

Observations have provided insight into young families who use this site after recreating at the nearby playground, often wearing incorrect swimming attire.

There were several fishermen using the eastern side of the site who were fishing for carp and other river species. These fishermen were wearing inappropriate fishing attire and standing knee deep on the edge of the sand bank at this site. This may pose an entanglement risk for swimmers using the main area of this site.

Recommendations:

- 1. Infrastructure
- m) Overhanging tree branches that may enable swinging and landing on the shallow sandbar should be trimmed.
- n) The installation of a fixed water depth gauge.
- 2. Signage
- a) The following warning symbols are recommended to be included on compliant, new aquatic hazard signage:
 - Sudden drop off
 - Strong current
 - Sandbar
 - · Reduced buoyancy in freshwater
 - Supervise children at all times
 - No diving/jumping
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.
- c) A narrow access sign should also be installed at the approximate location of Figure 5. An example of this is included in Appendix 2.
- 3. Public Rescue Equipment
- a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.
- b) The PRE and instructions for use should be installed on the back of a carpark type aquatic safety sign from the approximate location of Figure 6. An example of this signage is included in Appendix 4.



Figure 5. Hammond Park Beach - Main site



Figure 6. Hammond Park Beach - Western view of site showing strainers and jump spot from tree



Figure 7. Hammond Park Beach - Sandbars before the strainers and jumping tree



Figure 8. Hammond Park Beach - Existing signage at roadside

2.8 Wellington Street Beach

Site name: Wellington Street Beach		Date assessed: 06.12.2022
Site type: River	Site area: Hamilton Central	Site location:
	/ East	37°47′53″S 175°17′20″E

Brief Description:

The Wellington Street Beach site has been created by a natural bend in the river which has allowed for the build-up of sand to occur and form a natural eddy and beach area. This site also hosts a jetty which is primarily used to jump from. The site has a large bank area overlooking the beach that has multiple picnic tables, seating areas and toilets which makes this site very popular. The main concerns at this site include the steep banks which when wet, are very slippery, the clear erosion from the bank to the beach area that poses multiple bank collapse risks, deep water, shallow water, strong current, lack of supervision, and sudden drop-offs. The jetty also poses a substantial risk as there is damage to the structural integrity of this jetty which has been noted from 6 January 2023. Floorboards are missing from the jetty which may pose a major fall or entanglement risk for members of the public. There is also significant debris which has built up on the eastern side of the jetty which, when the water is murky, members of the public may struggle to identify the locations of the submerged debris and may pose a large collision or entanglement risk.

The main hazards present at this site are the change in water levels due to flooding, submerged objects, sudden drop-off, murky water, shallow water, deep water, difficult/dangerous exit points, unstable banks, and a lack of supervision which may result in harm.

Water quality testing:	Water temperature:	Rainfall catchment: Large (One or
No recent data (LAWA, n.d.)	20.08 degrees	more tributaries)

Site use: Swimming, diving/bombing/jumping, picnicking

Signage: No water safety or hazard signage on site

All aquatic signage to be installed at this location should be compliant with the New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.

Public rescue equipment on site: No PRE on site

Hazards present:

- Flooding potential or evidence of
- Difficult/dangerous entry or exits
- Unstable banks
- Strong current
- No lifeguard supervision

- · Reduced buoyancy in freshwater
- Submerged objects
- Deep water
- Murky water
- Falls from height
- Shallow water / sandbars

Additional comments:

A local resident claims that this site is very popular over the summer months and people almost exclusively use this site to swim in the shallows with small children or jump from the jetty which is in place. A local resident has also stated that she has told several parents to supervise their children properly as they were sitting at the top of the bank consuming alcohol while their toddlers were playing in knee-deep water. Observations have shown that youths regularly use this site and climb to the top pillars of the jetty to bomb/jump. This poses significant danger from slips, falls or collisions with submerged objects/debris.

Observations have also noted a large amount of alcohol consumption at this site, anecdotal evidence suggests that parents will typically eat and drink alcohol on the bank while their children swim in the river.

Recommendations:

- 1. Infrastructure
- a) Repairs to the jetty should be made to ensure safety of users.
- b) Address erosion issues with the unstable bank.
- c) Consider a swinging jetty to allow the steps to be usable in both high- and low-flow.
- d) The installation of a fixed water depth gauge.
- 2. Signage
- a) The following warning symbols are recommended to be included on a compliant, new aquatic hazard sign:
 - Unstable banks
 - Strong current
 - Sandbars

- Supervise children at all times
- Sudden drop off
- · Reduced buoyancy in fresh water
- Address of the site
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags Specifications for water safety signs used in workplaces and public areas.
- 3. Public Rescue Equipment
- a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.
- b) The PRE and instructions for use should be installed from the approximate location of Figure 11 on the back of a carpark type aquatic safety sign. An example of this signage is included in Appendix 4.



Figure 9. Wellington Street Beach - Unstable banks and vegetation downstream from jetty



rure 10. Wellington Street Beach - Debris to east of jetty and alden drop off



Figure 11. Wellington Street Beach - Submerged jetty during flooding

2.9 Swarbrick Landing

Site name: Swarbrick Landing		Date assessed: 06.12.2022
Site type: River	Site area: Hamilton Central	Site location:
		37°45′06″S 175°15′55″E

Brief Description:

This site is host to a jetty, picnic and BBQ areas, a viewing platform, and two stairways which provide access to the river. This site also has ample car parking with toilets/changing facilities. The site is spread out over an approximate distance of 100 metres along the river with the jetty being the eastern boundary and the park benches being the western boundary. The main concerns at this site are the submerged rocks which, when the water is murky, are impossible to spot, the difficult access/egress spots around the riverbank, vegetation, and the sudden drop off from the riverbank. The riverbank drops rapidly into deep, rapidly moving water. If the second set of stairs is missed by members of the public to exit the water, egress may be challenging as the steep riverbank, vegetation, and retaining wall are extremely challenging to negotiate for those trying to exit the water at this site.

The viewing platform has many submerged rocks and a significant quantity of natural debris which may pose a substantial hazard to members of the public using this site for diving/jumping from the elevated spot.

The jetty at the site is also often used for bombing/jumping from. This jetty may be extremely hazardous in times of high flow, as the water beneath is very deep and the current does flow very fast off the end of the jetty. This may catch members of the public unaware and result in members of the public being forced to float downstream to the next safest site to egress, approximately 20 meters downstream. By this time members of the public may be in distress. There is also a large amount of vegetation downstream of the jetty which may pose a major entanglement risk.

The main hazards present at this site are the change in water levels due to flooding, submerged objects, sudden drop-off, murky water, shallow water, deep water, difficult/dangerous exit points, unstable banks, and a lack of supervision which may result in harm.

Water quality testing:	Water temperature:	Rainfall catchment:
Unknown	20.8 degrees	Large (One or more tributaries)

Site use: Swimming, jumping, wading, and picnic/sightseeing

Signage:

This site has several signs which indicate the potential for a slippery surface, do not enter the water when boats are docked or sighted, strong current, deep water and hidden objects.

All aquatic signage at this location is non-compliant with the New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.

Public rescue equipment on site: None

Hazards present: • Falls from height • Murky water • Slippery rocks/shoreline • Submerged objects • Flooding potential or evidence of • Deep water • Water quality/contamination • Sudden drop • Reduced buoyancy in freshwater • Strainers • Difficult access/egress

Additional comments:

Anecdotal statements from members of the public have indicated numerous rescues at this site from members of the public jumping from the jetty into the deep, fast flowing current, resulting in swimmers drifting downstream and becoming entangled in the vegetation as panicked swimmers attempt to exit the water.

In times of high flow, members of the public have been observed to jump off the railing of the viewing platform into shallow water. At times of low flow, exposed rocks and sand are below this viewing platform can be seen, which members of the public may not be aware of when jumping at times of high flow. This is cause for great concern as serious harm or injury may occur from this.

Anecdotal statements from members of the public also indicated that any signage or public rescue equipment that may be installed may be either vandalised or stolen.

Recommendations

- 1. Infrastructure
- a) Options around clearing the vegetation to be scoped and implemented.
- b) Implement changes to make the retaining wall safer.
- c) The installation of a fixed water depth gauge.
- 2. Signage
- a) The following warning symbols are recommended to be included on a compliant, new aquatic hazard sign:
 - Submerged objects
 - No jumping/diving
 - · Reduced buoyancy in freshwater
 - Supervise children at all times
 - Sudden drop off
 - Address of the site
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.
- 3. Public Rescue Equipment
- a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.
- b) The PRE and instructions for use should be installed from the approximate location of figure 14 and 15 on the back of a carpark type aquatic safety sign. An example of this signage is included in Appendix 4.



Figure 12. Swarbrick Landing - View of the access / egress during low flow



Figure 14. Swarbrick Landing - Jetty during high flow showing difficult egress points if stairs are missed



Figure 13. Swarbrick Landing - View of jetty at low flow

2.10 Braithwaite Jetty

Site name: Braithwaite Jetty		Date assessed: 06/12/2023
Site type: River	Site area: Hamilton Central	Site location:
		37°44′17″S 175°14′49″E

Brief Description:

This site can be accessed through Braithwaite Park after a 5-minute walk down the concrete footpath. This site is relatively small and compact with one small boardwalk down to the water's edge, a jumping pontoon, and stairs to exit the water.

When assessed on the 6th of January, this site was open to the public for swimming/recreating however, since 8 January, 2023 this site has been closed for public access as an orange industrial barrier has been installed at the site.

The double-hulled jumping pontoon at this site was also observed to be missing from the site from the 8th of January.

At the time of assessment, this floating—double hull pontoon moored to the jetty was being used as a jumping platform, but during times of high flow, the pontoon had mounted the jetty support poles. This resulted in a major hazard, blocking the egress from the site. If the stairs at this site were missed by swimmers, the egress would be extremely challenging and dangerous due to a large amount of vegetation, strainers, deep water, and fast-flowing current at the site. Swimmers may also be unaware of the strength of the current which may also sweep them under the pontoons of the double—hulled jumping platform.

The main hazards present at this site are the change in water levels due to flooding, deep water, strong currents, submerged objects, strainers, sudden drop-off, vegetation – entanglement risk, difficult access/egress, and shallow water.

Water quality testing:	Water temperature:	Rainfall catchment:
Unknown	20.08 degrees	Large (One or more tributaries)

Site use: Swimming, bombing

Signage: No water safety or hazard signage on site

All aquatic signage to be installed at this location should be compliant with the New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags - Specifications for water safety signs used in workplaces and public areas.

Public rescue equipment on site: None

Hazards present:

- Slippery rocks/shoreline
- Cold water
- Vegetation (entanglement)
- Fast flowing current
- Sudden drop off
- · Deep water
- No lifeguard supervision

- Deep water
- Reduced buoyancy (freshwater)
- Submerged objects
- Loose rocks/ground underfoot
- Shallow water
- Flooding potential or evidence of

Additional comments

Site closed – this has not enabled any contact with local users to provide anecdotal evidence for site use or typical behaviours.

Recommendations

- 1. Infrastructure
- a) Repair the jetty for safe usage, ensuring ease of egress.
- b) The installation of a fixed water depth gauge.
- 2. Signage
- a) The following warning symbols are recommended to be included on a compliant, new aquatic hazard sign:
 - Fast flowing current
 - · Sudden drop off
 - Entanglement risk
 - Submerged objects
 - Reduced buoyancy in freshwater
 - Supervise children at all times

- Address of the site
- b) All aquatic signage should be compliant with New Zealand AS/NZS 2416.1:2010 Water safety signs and beach safety flags Specifications for water safety signs used in workplaces and public areas.
- 3. Public Rescue Equipment
- a) PRE should be provided at this site. The PRE type should be determined by the national PRE guidelines which are currently being developed.
- b) The PRE and instructions for use should be installed near Figure 20 or the start of the access on the back of a carpark type aquatic safety sign. An example of this signage is included in Appendix 4.



gure 16. Braithwaite Jetty - Displaced pontoon jetty



Figure 17. Braithwaite Jetty - Entrapment risk underneath pontoon



Figure 15. Braithwaite Jetty - Closed site and damage to support beams

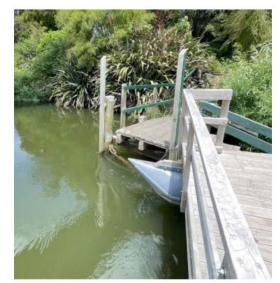


Figure 18. Braithwaite Jetty - Pontoon during high flow

3. Observation and Interview Research

3.1 Methodology

Researchers

Two researchers were on-site Wednesdays to Sundays, from 4 January - 12 February 2023. It was determined that these would be the busiest days, and the warmest time of the day, and thus likely to attract most visitors to the sites.

Prior to commencing the observations and interviews, the researchers undertook off-site development in river drowning prevention education, research, and basic first aid. On-site they completed familiarity of each site and sample data collection.

The two researchers spent two hours at one site per day. The attempted to complete a minimum of three observations and three interviews per site before moving to the next site. Four sites were visited each day, and the sites were rotated during the week to reduce a bias of the same time at each venue.

Observation Study

The six-week data collection period provided for each site to have potential observation data recorded for 72 observations (24 observation days per site x 3 observations per day per site). A total of 360 observations could be undertaken in total across all sites. Each observation was a snapshot at that time, for a period of ten minutes. All observations within the ten minutes were be included in the observation.

One researcher collected data observing visitor behaviours around the river. The researcher remained as covert as possible, to allow them to observe the behaviours of visitors to the sites, and record behaviours.

Research Instrument

Visitor head counts in the area, in-water head counts, visitor at-risk behaviours such as jumping from edge, jumping from height, river drifting with and without buoyancy, and wearing inappropriate swimming attire, as well as some demographics (gender (male) and age (0-14 years, 15-24 years and over 25 years)) were recorded every 30 minutes. Inappropriate swimwear was defined as normal streetwear, that is, oversized clothing, long pants and included those wearing t-shirts rather than rash shirts. Researchers used the following Alchemer link to collate data at each time (see Appendix 1).

https://survey.alchemer.com/s3/7103565/HCC-Waikato-River-Observation-Study-Jan-Feb-2023

Photographs were recorded and posted on a group Facebook chat.

Data was entered into SPSS Version 27 for analysis. Descriptive results have been reported.

Interview Study

Researchers recorded responses of visitors at the designated sites on the Waikato River in Hamilton. Prospective interviewees were chosen for demonstrating at-risk behaviours. At-risk behaviours included jumping from height, pushing others in, egging on others to participate in at-risk behaviours, river drifting, evidence of alcohol/drugs, or lack of appropriate supervision.

A pilot study was planned to be undertaken in December to finalise observation and interview questions, however poor weather at the time meant there were no visitors on-site. The interview questions were shared with HCC and updated accordingly in response to comments received.

During the six-week data collection period, each site had the potential to record data for 72 interviews (24 interview days per site x 3 observations per day per site). A total of 360 interviews could be undertaken in total across all sites.

One researcher (the researcher not collating observation data) recorded data from interviews with visitors to the Waikato River sites about their water safety knowledge, perceptions and attitudes, perceived competency, and risk awareness.

The researcher identified themselves as a researcher on behalf of DPA and HCC and requested individuals to participate. A small incentive was offered for participation in the interview (pen, tattoo, sticker, etc) and participants were offered the opportunity to go into a \$500 draw for a prezzy card. Entry to the prezzy card draw was via a QR code. This included terms, conditions, and details regarding the draw.

To randomise the sample, the researcher selected the most recent adult visitor to enter the site area. Their actual behaviours were recorded before requesting the interview.

Researchers used the following Alchemer link to collate data at each time (see Appendix 2).

https://survey.alchemer.com/s3/7115800/HCC-Interview-YE23

Research Instrument

The interview consisted of a mixture of 19 close and open-ended questions. The first three related to demographic detail of age, gender, and ethnicity. Respondents were able to opt for more than one

ethnicity. The following five questions asked participants about how often they have visited the site, their reason for visiting, who they visited with, and their favourite thing about the river. The next two questions asked about their perceived swimming and floating competency. To ascertain their water safety attitudes, a series of six statements using a forced *agree* or *disagree* response was included. Another series of five statements was used to determine perceived risk (*extreme risk*, *high risk*, *slight risk*, *no risk*). Two further questions were asked to determine where they had learnt to swim and their river safety knowledge. Four final questions were asked around local signage, local risks in the river, experience of rescue or drowning incidents, and suggestions to make the site safer for aquatic recreation. Content validity was determined via expert opinion and peer appraisal.

Data was entered into SPSS Version 27 for analysis. Descriptive results for all responses have been reported. Age groups were dichotomised to more closely match the three age brackets of the observation study (0-15 years, 16-24 years, and 25 and over years). Originally those under 16 years were not included in the interview study. It was realised very early in the data collection that this group comprised a large proportion of the at-risk displaying behaviours so another age backet was included. Risk perception responses were also dichotomised (*extreme and high risk*, *slight or no risk*) for analysis.

Ethical Protocols

An ethics review was deemed to not be required. Ethically, this method is considered to be acceptable if the participants remain anonymous and the behaviour occurs in a public setting where people would not normally have an expectation of privacy. The data collection in this study was completed using the following protocols:

- 1. Anonymity behaviours reported will not be identifiable to any one individual.
- 2. Confidentiality in the course of recording behaviours, researchers will not disclose behaviours or comments of individual people.
- 3. Respect for people all people will be treated with respect.
- 4. Māori and ethical considerations Tainui are tangata whenua. Hamilton City Council are the land manager. It was the responsibility of HCC to ensure consent is gained by iwi before the research commences. Iwi were informed by HCC as part of the River Forum. It is understood the iwi representative informed iwi of the initiative.

- 5. Justice all people will be included in the observations. There will be no discrimination on the grounds of ethnicity, age, gender, disability or other. A range of ethnicity, age, gender, disability or other will be sought when selecting visitors to participate in the interview.
- 6. Beneficence and non-maleficence The risks of a study should be reasonable in the light of the expected benefits. The benefit of having robust data of actual behaviours at the river will assist immensely in the development of future drowning prevention educational initiatives. There are however some risks which need to be addressed:
 - Concern of visitors noting that their behaviour is being monitored. Researchers should be coached in their response to this.
 - Concern from researchers monitoring risky behaviour that could compromise safety of individuals being monitored.
 - Researchers present during a drowning incident.
- 7. Integrity The researchers will collect honest and actual data and the information will be analysed in a careful and rigorous manner.
- 8. Diversity The researchers will understand, respect, and make allowance for diversity among participants and their communities.
- 9. Conflict of Interest Perceived, potential, or actual conflicts of interest will be noted. Any conflict of interest will be minimised.



Figure 19. Swarbrick Landing - Tree jumping during high flow into murky water with unknown depth

3.2 Results

3.2.1 Observations

A total of 175 observations were undertaken at six sites on the Waikato River: Wellington Street Beach, Hamilton Gardens, Swarbrick Landing, Braithwaite Jetty, Hamilton Park Beach, and Duck Island.

Initially, Braithwaite Jetty was open to the public for swimming/recreating. However, the site was closed to public access (from 8 January) with an orange industrial barrier installed at the site. After consultation with HCC, it was agreed to replace the Braithwaite Jetty site with the Duck Island site.

Table 1. On-site Observation Sessions Completed, Jan - Feb 2023

	n	%
Wellington Street Beach	45	25.7%
Hamilton Gardens	38	21.7%
Swarbrick Landing	35	20.0%
Braithwaite Jetty	13	7.4%
Hammond Park Beach	33	18.9%
Duck Island	11	6.3%
Total	175	100%



Figure 20. Wellington Street Beach - Unsafe behaviours of river users

Observations were spread throughout the day from 11.00am until 7.00pm. Most observations were recorded at 11.00am (n = 18), 1.30pm, 4.00pm, and 6.00pm (all n = 16).

Table 2. Time of Observations

	n	%
11 00am	18	10.3%
11 30am	8	4.6%
12 00pm	8	4.6%
12 30pm	9	5.1%
1 00pm	9	5.1%
1 30pm	16	9.1%
2 00pm	10	5.7%
2 30pm	8	4.6%
3 00pm	12	6.9%
3 30pm	9	5.1%
4 00pm	16	9.1%
4 30pm	13	7.4%
5 00pm	7	4.0%
5 30pm	7	4.0%
6 00pm	16	9.1%
6 30pm	6	3.4%
7 00pm	3	1.7%
Total	175	100%

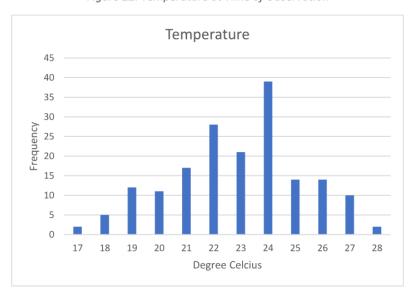
Weather, Temperature, and Water Conditions

The weather conditions were unsettled for much of the observation period. Just under one-quarter of the observations were undertaken in sunny weather (n = 41, 23%), more than one-half (n = 98, 56%) were cloudy, and 15% (n = 26) were rainy. The temperature ranged from 17 to 28 degrees Celsius, but between 22 and 24 degrees Celsius for almost one-half of the observations (48%). Additionally, on days that were deemed too unfavourable, such as during the floods and cyclones, for Health and Safety reasons the researchers were requested by DPA to not be on site.

Sunny Cloudy Windy Rainy Stormy

Figure 21. Weather Conditions at Time of Observation

Figure 22. Temperature at Time of Observation



The water conditions were calm during most of the observations (n = 147, 84%), although the river was fuller than normal during the time the observations took place quite often (n = 70, 40%).

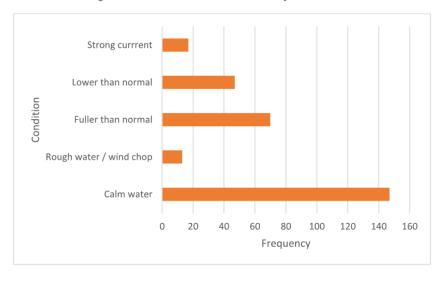


Figure 23. Water Conditions at Time of Observation

Observation Numbers

A total of 1,214 visitors were observed in the area at the six sites during the 175 observations, however, visitors were not necessarily in the water. One-half (n = 85, 49%) of the observations were undertaken with no visitors present. Large groups of more than 20 visitors per site were recorded on over one-fifth (n = 19, 21%) of the observations when visitors were present, but accounting for almost two-thirds (n = 762, 63%) of the visitors.

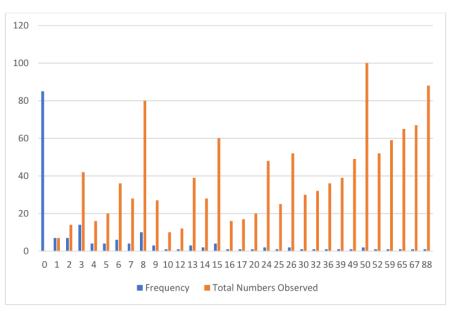


Figure 24. Number of Visitors Observed

In-water Observations

One-half (n = 627, 52%) of all river visitors were observed being in the water. Groups in size from three to seven accounted for one-half (n = 38, 50%) of the in-water observations, and almost one-third (n = 191, 30%) of the in-water river users.

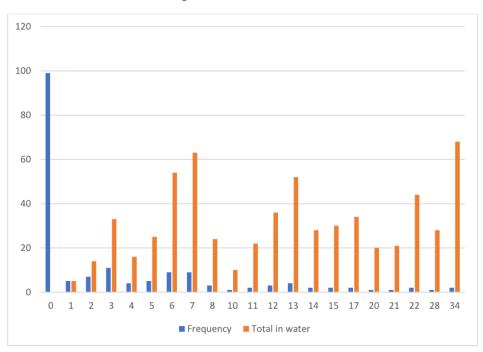


Figure 25. Visitors Observed in Water

Behaviours Observed

Almost two-thirds of those entering the water were male (n = 398, 63%) or aged under 15 years (n = 382, 61%). One-half (n = 318, 51%) of those observed who entered the water were seen jumping in from the edge and one third were recorded jumping in from height over 2 m (n = 227, 36%). Jumpers were most likely to be male (from edge n = 28, 72%; from height n = 201, 86%) and aged under 15 years (from edge n = 202, 64%; from height n = 133, 59%).

One in ten (n = 64, 10%) of all in-water observations recorded people displaying the risky behaviour of river drifting without buoyancy, again these were most likely to be male (n = 44, 69%) and aged under 15 years (n = 52, 81%). A small number of river users drifted with buoyancy (n = 10, 2%). One-half (n = 299, 48%) of river users were wearing inappropriate clothing.

Table 3. Risky Behaviours Observed

		Numbers in water		Jumping from edge		Jumping from height		River drifting with buoyancy		Irifting O ncy	Wearii inappr clothir	opriate
	n	%	n	%	n	%	n	%	n	%	n	%
Total	627	100%	318	51%	227	36%	10	2%	64	10%	299	48%
Male	398	63%	228	72%	201	86%	8	80%	44	69%	195	49%
Age 0-14	382	61%	202	64%	133	59%	4	40%	52	81%	207	54%
15-24	146	23%	90	28%	77	34%	6	60%	10	16%	83	57%
25+	97	15%	35	11%	23	10%	0	0%	2	3%	52	54%

Other positive and negative behaviours were observed and noted by the researchers. In more than one-fifth (n = 39, 22%) of the 175 observations, young children were observed being adequately supervised by a responsible adult. However, one-fifth (n = 33, 19%) were observed without appropriate adult supervision. In addition, male youth were seen encouraging risky behaviours in more than one-quarter (n = 48, 27%) of the observations.

Table 4. Other Risky Behaviours Observed

Other Behaviours Observed	n	%
Male youth encouraging risky behaviours	48	27.4%
People being threatened by others to perform risky behaviours	10	5.7%
Consumption of alcohol or other drugs	12	6.9%
Lack of appropriate adult supervision of young children	33	18.9%
People trying to stop risky behaviours	6	3.4%
Adult supervision of young children	39	22.3%

Further comments collated from researchers:

"Father encouraging kids, who clearly cannot swim, to jump in the water when he is the entire jetty's length away from them."

"Another incident was that a boy that 'didn't know how to swim' wanted to jump off with everyone else"

"Toddler, fully clothed swimming in the shallows with fully clothed mother."

"Two river users drifting down river without buoyancy. Drifted past the site and continued down river"

"Kids being unsupervised trying to jump off bridge into water, and cannot see what's below"

"Two boys jumping from tree upstream from the dock and floating down the river. Need to put signs up"

"Water is too high for the pathway along the bank"

"Saw sign for contamination and ignored it"

"Swimming in water that is cloudy and currently has a warning for chemicals in the water"

Table 5. Risky Behaviours by Location

	Well Stree Beac		Ham Gard	ilton Iens	Swar Landi		Braith Jetty	nwaite		mond Beach	Duc Islar	
	n	%	n	%	n	%	n	%	n	%	n	%
In-water observations (76)	30	39%	12	16%	19	25%	2	3%	11	14%	2	3%
Visitors at site (1,214)	814	67%	66	5%	159	13%	11	1%	153	13%	9	1%
Visitors In water (627)	369	59%	55	9%	118	19%	8	1%	71	11%	6	1%
Jumping from edge (318)	163	44%	45	14%	99	31%	6	2%	5	2%	0	0%
Jumping from height (227)	109	30%	28	12%	89	39%	1	0%	0	0%	0	0%
River drifting - buoyancy (10)	5	50%	3	30%	0	0%	0	0%	3	30%	0	0%
River drifting without buoyancy (64)	21	33%	6	9%	24	38%	0	0%	13	20%	0	0%
Inappropriate attire (299)	174	58%	26	9%	73	24%	7	2%	18	6%	1	0%

Wellington Street Beach was the location most likely to record in-water river users with 39 percent of all in-water observations and the greatest proportion of river users (n = 369, 59%). The next most popular location for in-water users was Swarbrick Landing (n = 118, 19%). These two locations accounted for most of the at-risk water behaviours. For example, these two locations accounted for almost three-quarters (71%) of the high-risk water entries of jumping in from the edge and jumping in from height >2 m (69%). They also accounted for most of the river drifting without buoyancy incidents (71%) and the wearing of inappropriate water attire (72%).

	Well Stree Beac		Ham Gard	ilton Iens	Swar Land		Braithwaite Jetty		waite Hammond Park Beach			
	n	%	n	%	n	%	n	%	n	%	n	%
Male												
Total in area	388	48%	56	85%	119	75%	5	45%	65	42%	6	67%
In water	208	56%	48	87%	100	85%	4	50%	33	46%	5	83%
Jumping from	107	66%	40	88%	75	76%	5	83%	1	20%	0	0%
edge												
Jumping from height	90	83%	29	100%	82	92%	0	0%	0	0%	0	0%
River drifting - buoyancy	5	100%	3		0	0%	0	0%	1	33%	0	0%
River drifting without buoyancy	8	38%	6	100%	22	92%	0	0%	8	62%	0	0%
Inappropriate attire	72	41%	21	81%	65	89%	4	57%	11	61%	1	100%

Table 6. Risky Behaviours by Gender and Location

When risk behaviours were analysed by gender and location, Wellington Street Beach, many males were observed performing at-risk behaviours especially on entering the water with most males either jumping in for the edge (66%) or form height (83%). Males were also overrepresented in at-risk water entries at Swarbrick Landing, jumping in from the edge (76%), jumping in from height (92%) as well as river drifting without buoyancy (92%) and wearing inappropriate attire (89%).



Figure 26. Hamilton Gardens - Jetty Under Water During High Flow

Table 7. Risky Behaviours by Age Group and Location

	Well Stree Beac		Ham Gard	ilton lens	1			Braithwaite Jetty		mond Beach	Duc	
0-14 years												
Total in area	356	44%	24	40%	73	46%	6	55%	84	55%	3	33%
In water	243	66%	21	38%	62	53%	5	63%	48	68%	3	50%
Jumping from	123	75%	17	40%	47	47%	5	83%	0	0%	0	0%
edge												
Jumping from	72	66%	13	50%	48	54%	0	0%	0	0%	0	0%
height												
River drifting	2	40%	0	0%	0	0%	0	0%	0	0%	0	0%
buoyancy												
River drifting	18	86%	4	67%	20	83%	0	0%	10	77%	0	0%
without												
buoyancy												
Inappropriate	95	55%	10	38%	41	56%	5	71%	3	17%	2	0%
attire												
15-24 years												
Total in area	170	21%	24	37%	73	46%	3	27%	15	10%	2	22%
In water	56	15%	20	36%	52	44%	3	38%	12	17%	2	33%
Jumping from	32	20%	17	36%	33	33%	3	50%	4	80%	0	0%
edge												
Jumping from	24	22%	11	35%	40	45%	1	100%	0	0%	0	0%
height												
River drifting -	0	0%	0	0%	0	0%	0	0%	3	100%	0	0%
buoyancy												
River drifting	2	10%	1	17%	5	21%	0	0%	2	15%	0	0%
without												
buoyancy												
Inappropriate	31	18%	10	38%	35	48%	2	29%	5	28%	0	0%
attire												
25+ years												
Total in area	271	33%	16	20%	18	11%	3	27%	61	40%	5	56%
In water	68	18%	11	18%	8	7%	0	0%	9	13%	1	16%
Jumping from	17	10%	9	19%	8	8%	0	0%	1	20%	0	0%
edge												
Jumping from	13	12%	6	19%	4	4%	0	0%	0	0%	0	0%
height												
River drifting -	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
buoyancy				_								
River drifting	0	0%	0	0%	0	0%	0	0%	2	15%	0	0%
without												
buoyancy												
Inappropriate	37	21%	5	19%	4	5%	0	0%	5	28%	1	100%
attire												

Some differences in at-risk behaviours were evident when analysed by age. Young people (<14years) were more likely to jump in from the edge (75%) or from height (66%) than the older age groups

with those aged >25 years least likely to jump from the edge (10%) or from height (12%). The youngest age group were also more likely to engage in river drifting with (40%) or without (86%) buoyancy, and the oldest age group were least likely to engage in river drifting activity with (0%) or without (0%) buoyancy. The younger age group were also most likely to wear inappropriate attire in the water (<14years 55%; 15-24 years 18%; >25 years 21%).

Hammond Park is a site that seems to appeal to families of young children. In the 0–15-year age bracket, the researchers reported that apart from Hammond Park, where about 80 per cent were aged 0-4 years, younger teens made up the majority of the age bracket at other sites. They reported Duck Island, Swarbrick Landing, and Braithwaite Jetty had little or no younger children, and they were also the minority at Hamilton Gardens and Wellington Street Beach (approximately 20% and 30% respectively). The one time that 0–4-year-olds were observed at Braithwaite Jetty they witnessed an incident that could have easily turned tragic.

The researchers also reported that those who were overweight were more likely to wear inappropriate swimwear.



Figure 27. Swarbrick Landing - Jumping from Viewing Platform - Shallow Water with Obstructed Entry

3.3.2 Interviews

A total of 105 interviews were completed at six sites along the Waikato River. The Duck Island site was added when the Braithwaite Jetty site was closed. Most (n = 44, 42%) of the interviews were completed at Wellington Street Beach. The others were Swarbrick Landing (n = 27, 26%), Hamilton Gardens (n = 18, 17%), Hammond Park Beach (n = 12, 11%), Braithwaite Jetty (n = 3, 3%), and Duck Island (n = 1, 1%).

Table 8. Site where Interview was Conducted

Location	n	%
Wellington Street Beach	44	41.9
Hamilton Gardens	18	17.1
Swarbrick Landing	27	25.7
Braithwaite Jetty	3	2.9
Hammond Park Beach	12	11.4
Duck Island	1	1.0
Total	105	100.0

Participants were asked to complete an interview as reported in Table 9 below. Over one-half (n = 63, 60%) were male, over two-thirds (n = 75, 71%) self-identified as Maaori, followed by Paakehaa/NZ European (n = 28, 27%) and Pasifika (n = 17, 16%).

Table 9. Behaviours Observed Before Interview

Behaviours	n	%
Wearing inappropriate swimwear	45	42.9
Jumping from height	29	27.6
Inadequate supervision of young children	17	16.2
Encouraging risky behaviours	15	14.3
River drifting	11	10.5
Pushing others	5	4.8
Presence of alcohol or other drugs	4	3.8
No risky behaviours observed	24	22.9
Total	105	100.0

Approximately one-quarter of participants (n = 24, 23%) observed at the sites did not display any risky behaviours and were removed from further analysis. Inappropriate swimwear was observed in almost one-half of participants (n = 45, 43%) river users, mostly in addition to other risky behaviours displayed.

Table 10. Site where Risky Behaviour was Observed before Interview

Location	n	%
Wellington Street Beach	30	37.0
Hamilton Gardens	17	21.0
Swarbrick Landing	26	32.1
Braithwaite Jetty	2	2.5
Hammond Park Beach	6	7.4
Total	81	100.0

Most of those displaying at-risk behaviours were male (n = 46, 61%). Participants were spread throughout the three age brackets: 15 years and under (n = 36, 44%, 16-24 years (n = 20, 25%), 25+ years (n = 25, 31%). Three-quarters (n = 61, 75%) identified as Maaori, followed by Paakehaa/NZ European (n = 18, 22%) and Pasifika (n = 16, 20%).

Frequency, Companions, and Reasons for Visiting Site

Table 11. Familiarity of Site

Frequency of visits	n	%
This is my first time	13	16.0
Between 2 - 4 times	7	8.6
Between 6 - 10 times	12	14.8
Between 11 - 20 times	2	2.5
More than 20 times	47	58.0
Total	81	100.0

Table 11 shows that most respondents (n = 47, 58%) who had been observed displaying risky behaviours were frequent users of the site, having visited more than 20 times. In contrast, one-

quarter of respondents (n = 20, 25%) had visited the site where they were interviewed less than five times and for 16 percent it was their first visit.

In summer, many of the respondents (n = 33, 41%) had visited one of the Waikato River sites daily, while one-fifth (n = 18, 22%) visited the river sites a few times per week and one-quarter (25%) had visited less often than one per week.

Table 12. Frequency of Visits to Waikato River During Summer

Frequency	n	%
Daily	33	40.7
Once a week	10	12.3
A few times per week	18	22.2
Less often	20	24.7
Total	81	100.0

Most participants visited the location to either swim or cool off (n = 46, 57%) or to perform manus/jumping in (n = 25, 31%). Drifting was not frequently reported (<4 percent of respondents) and play and other land-based leisure activities were also reported (5%).

Table 13. Main Reason for Visiting Location

Frequency	n	%
Manu / jumping	25	30.9
Swimming/Cool Off	46	56.8
Play/Picnic next to river/fish/feed ducks/dog	4	4.9
River drifting	3	3.7
Other	3	3.7
Total	81	100.0

Table 14 shows, in descending order of frequency, who had accompanied them to the river site on the day they were interviewed. Most respondents reported they were with family/whaanau (n = 46, 57%) or mates/friends (n = 30, 37%). A small proportion (5%) had come on their own or with a partner (1%).

Table 14. Companions to the Site

Who did you come with?	n	%
My family / whaanau	46	56.8
My mates / friends	30	37.0
Myself	4	4.9
My partner	1	1.2
Total	81	100.0

Respondents were asked what their favourite feature of the river was. Table 15 shows, in descending order of frequency that convenience was the most frequently reported favourite (n = 24, 30%) and it was a cool place appealed to one quarter (n = 20, 25%) of the respondents.

Table 15. Favourite Thing About the River

Favourite thing	n	%
It's close to where I live/ Location	24	29.6
It's cool	20	24.7
Its free	14	17.3
It's exciting	12	14.8
Calm/relaxing	4	4.9
Whakapapa	4	4.9
Jetty	3	3.7
Total	81	100.0

Table 16 shows, in descending order of preference, the main reasons that interviewees cited for being in the water on the day of the interview. The three most popular reasons were: were fun (more fun than local pools, n = 23, 28%), to cool off (it's hot and the weather looked inviting, n = 22, 27%), and lack of any cost (I can't afford the pools n = 21, 26%).

Table 16. Reason for Being in the Water

	n	%
It's more fun than local pools	23	28.4
It's hot and water looked inviting	22	27.2
I can't afford the pools	21	25.9
Friends/family encouraged me	9	11.1
Location	3	3.7
I don't like the beach	2	2.5
No reason not to	1	1.2
Total	81	100.0



Figure 28. Duck Island

Perceived Water Competence – Swimming and Floating

Respondents were asked to self-estimate their water competency with respect to their swimming and flotation. Almost all of those displaying risky behaviours perceived they could swim (n = 79, 98%) and float (n = 76, 94%), with most believing they were competent swimmers (swim well/very well, n = 63, 78%) and floaters (float well, very well, n = 69, 85%). One-third (n = 27, 33%) thought they could swim more than 200 m in five minutes and more than three-quarters (n = 63, 78%) believed they could float for more than five minutes. No statistical differences were evident in perceived self-reported swimming and floating competence when analysed by gender or age group.

Table 17. Perceived Swimming and Floating Competence

		n	%
How well can you swim?	Poor/Can't swim	4	4.9%
	Fair form	14	17.3%
	Good form	33	40.7%
	Very good form	30	37.0%
How far can you swim in 5 mins?	Less than 50 m	23	28.4%
	51 – 100 m	14	17.3%
	101 – 200 m	17	21.0%
	More than 200 m	27	33.3%
How well can you float?	Poor/Can't float	7	8.6%
	Fair form	5	6.2%
	Good form	17	21.0%
	Very good form	52	64.2%
For how long can you Stationary Float?	Less than 30 seconds	6	7.4%
	30 seconds – 1 minute	1	1.2%
	1 - 5 minutes	11	13.5%
	More than 5 minutes	63	77.8%
	More than 5 minutes	63	77.8

Water Safety Attitudes

Respondents were asked to agree/disagree to six statements relating to their safety at the river site where interviewed. Table 18 shows, in descending order of agreement, the number and percentages of respondents who agreed with the statements. Most respondents considered that the swimming competence would keep them safe when swimming in the river (91%), that their swimming competence meant they didn't need to wear a lifejacket (82%), and that they were confident in their capacity to rescue others in the river (74%). In terms of the perceptions of the risk of drowning, two thirds of respondents (68%) thought that others were at greater risk of drowning than themselves, and that they were aware of the risk of drowning when recreating in the river (59%) but fewer (37%) thought they felt at risk when swimming/jumping in the river. Surprisingly, there were no statistical differences for any of the water safety attitudes by gender or age group.

Table 18. Attitudes toward Water Competency and Drowning Risk in the River

Statement	Agree	Agree
	n	%
My swimming competence will keep me safe when swimming in the	74	91.4
river		
My swimming competence means I don't need to wear a lifejacket in	66	81.5
the river		
My swimming competence means I am capable of rescuing others in	60	74.1
the river		
Others are at greater risk than me when swimming/jumping in the	55	67.9
river		
The risk of drowning is always in the back of my mind when	48	59.3
swimming/jumping in the river		
I often feel at risk when swimming/jumping in the river	30	37.0

Perception of Risk

Participants were asked to rate the risk to their life in five scenarios using a 4-point scale of risk from extreme, high, low and no risk. Table 11 shows the dichotomised aggregation of extreme/high risk and low/no risk. Most respondents considered swimming >10m from the bank (82%), falling fully clothed into the river 67% as high risk. Slightly more than half (54%) thought missing your exit point when drifting as high risk, but less than half (41%) considered jumping in from height (>2m) as high risk with a small proportion (10%) perceiving that knee depth standing at the river's edge was high risk.

Table 19. Perception of Drowning Risk in the River

	Extre	eme /	Low	/ No
	High	n Risk	Ris	sk
	n	%	n	%
Swimming in river more than 10 m from the	66	81.5	15	18.5
riverbank				
Falling into river fully clothed	54	66.7	27	33.3
Missing the exit point when drifting down river	44	54.3	37	45.7
Jumping into river from height (over 2 m)	33	40.7	48	59.3
Standing in knee depth at river's edge	8	9.9	73	90.1

Females were significantly more likely than males to rate the risk of falling into the river fully clothed extreme or high risk (females 81% vs. males 57%; χ 2(1) = 5.063, p = 0.024). Although not statistically significant, females were more likely than males to be risk averse to jumping in the river from height (females, n = 14, 44%; males, n = 19, 39%) and swimming more than 10 m from riverbank (females, n = 27, 84%; males, n = 39, 80%). No statistical differences were observed when risk of drowning was analysed by age group.

In a separate question specifically related to respondent perceptions of drowning risk during their aquatic activity on the day of interview at that site, slightly more than half (n = 42, 52%) of interviewees believed there were risks associated with their activity.

Swimming and River Safety Knowledge Source

More than one-half (n = 46, 57%) of risky river users learnt their river safety knowledge from family/ whaanau/elders (kaumaatua). A further one-fifth (n = 14, 17%) gained their knowledge from their school/kura. One person cited a Hamilton Facebook page as a source of knowledge.

Table 20. River Safety Knowledge Source

Knowledge source	n	%
I don't have any	7	8.6
Family / whanau / elders (kaumaatua)	46	56.8
Self-taught	6	7.4
From my peers	2	2.5
At school/kura	14	17.3
Other -	6	7.4
Total	81	100.0

Family and whaanau were also the main deliverers for teaching swimming for one-half (n = 39, 48%) of participants. Other key sources were commercial swim lessons (n = 15, 19%), school/kura (n = 13, 16%), and self-taught (n = 11, 14%).

Table 21. Teaching Swimming Source

Teaching swimming source	n	%
I haven't learnt to swim	2	2.5
At commercial swimming lessons	15	18.5
From my family / whaanau	39	48.1
From my peers	1	1.2
I taught myself	11	13.6
School/kura	13	16.0
Total	81	100.0

Experience or Observation of Rescue or Drowning Incidents

More than one-half (n = 47, 58%) of river users exhibiting at-risk behaviours have either had, or know of someone who has had, a rescue or a drowning incident. The researchers noted that multiple participants commented that on multiple occasions they had had to save people.

A question was included in the interview to provide further details of rescue incidents.

Unfortunately, no responses were included in responses. It is not known whether the answer was too difficult to complete, being free-text, or if participants were unwilling to share their responses.

A separate question asking for any other comments included the following response:

'Yeah I had to help a 3 year old out cause the parents let it wonder down the bank and nobody was watching her, where was around 90 people at the beach, she could have easily drowned. People need to take care of their kids' - Wellington Street Beach02/02

Signage

Almost one-half (n = 37,46%) of participants had seen signage at the site they were at and one-third (n = 27,33%) could correctly recall a message.

River users at Hamilton Gardens were significantly more likely to recall messages (n = 11, 65%) compared to Wellington Street Beach (n = 10, 33%), and Swarbrick Landing (n = 4, 16%) ($\chi 2(4) = 14.043$, p = 0.00724). Participant numbers at Hammond Street Bridge and Braithwaite Jetty were too small to statistically test for significant differences.

Anecdotal Data Gathered from the Researchers

The researchers were asked if they could recall any comments or insights that may assist in explaining behaviours. These have been left verbatim.

'It's good to see something is being done' - multiple people mostly at Wellington Street

'Even expert divers have sometimes not resurfaced' - Hammond Park

'It's not us that you should be worried about' - Swarbrick Landing

'They say the waters always dangerous when it's low and when it's high, why shouldn't we be swimming' - Wellington Street Beach

'Yeah I had to help a 3 year old out cause the parents let it wonder down the bank and nobody was watching her, where was around 90 people at the beach, she could have easily drowned. People need to take care of their kids' - Wellington Street Beach02/02

'You see these kids in the water and they can't swim, you know, something needs to be done'

'Nah we don't check the bottom before we jump, we know there's rocks there so we don't jump when it's low but when it's high it's alguds' after me saying have you checked for objects - Swarbrick 'I've found knives, signs, sticks, all sorts when jumping into the river before' - Braithwaite 'Yeah there was 20 of us trying to save this "larger guy" who was Fijian, they just didn't know how strong the currents where and he got pulled out, nothing could be done' 'Yeah I don't wanna be empaled miss' and doesn't jump from the tree - after I said have you checked where your jumping, there are objects that can impale you after the storm' - Swarbrick

Water Safety Suggestions

In an open-ended question seeking suggestions for improving water safety at the site where they were interviewed. The following tables report these suggestions verbatim.

Table 22. Wellington Street Beach Suggestions

Comments
Add solar lights to the area as a lot of Māori like to hang out or walk along the river at night-time
Better signage – people need to be more aware of the risks around the river and how they change with the flow
Big sign visible to everyone on their way to water. Common sense, watching out for everyone's kids
Clean out hazards from underneath the surface
Fix the bridge, it's falling apart and is a risk to kids safety
Fix the jetty, more signage and better placement
Fix the jetty, signs
Get rid of the dock to stop rope jumping off, or chop down all the trees and make people more aware
Having a pontoon. Having something for the pollution that occurs to stop the contamination and there
Having some sort of lifesaver material on the dock
Improve the jetty
Jetty extended across parallel to the beach so people could jump towards beach
Lifeguards on duty
Lifeguards on the weekend. Having nets to stop people from drifting off. Making a river filled pool
Make extension for the board walk, to help create a safer environment

Make a platform for the kids to jump off as dock is slippery. Ladders are needed

Make a safe bombing spot for us

More sandy beaches for people to swim into ~ cove

More signage, better access, warnings of how fast the beach drops off

More signage, make parents aware that they should watch kids. Awareness of currents through school.

More signage. Better access like stairs

Purpose built diving platform, improve access

Put up a Fence to cut if the current and keep people from floating away.

gr code with information of river, any risks of specific day, show Maaori history of river too.

Signage about what to expect for newcomers and what to be mindful of

Signage around for people who don't know. And making sure parents watch their kids

Signs about respecting the water, supervision of children, don't swim when drunk

Signage specific to site, rubbish bins closer

Signage to show how strong the current is everyday, and a stick to show how high the levels are

Signage, water ring

Signs telling parents to supervise kids

The wharf - people have been falling off because there is no grip. Put grip on the rails as well

Warning about the water and what to expect with the currents. Signs to make people aware of risks

Water safety signage

Wellington Street Beach (where the majority of interviews were conducted (42%) elicited the greatest number of suggestions (n = 34, 43%), specifically related to infrastructure (e.g. jetty repair, provision of pontoon, clear underwater beneath jetty, barriers around beach area to prevent entering main river current), lifeguard supervision (e.g. lifeguards on duty especially on weekends), signage (e.g. about currents and other hazards, water safety practice such as supervision, no alcohol), and public rescue equipment (e.g. lifebuoys, lifesaving rescue information on deck).

At **Swarbrick Landing** (26% of interviews), respondents made 18 suggestions (23% of responses) for improving water safety with a focus on improved infrastructure (e.g. improved, larger and more accessible non-slip jetty), improved water access (e.g. via riverbank), and improved safety signage (e.g. more safety awareness related signage aimed at children and adults (See Table 23).

Table 23. Swarbrick Landing Suggestions

Comments
Better access to the water I.e. not just jetty
Access
Add a ponton
Better signage, something that grabs attention
Bigger Jetty so less crammed, safer
Clear out rocks under jetty
Education and awareness
Improve the riverbank to make access other than the jetty better
Improving access, safety
Make the deck bigger
More room on the wharf, as slip off a lot on it
Net area
Provide a safe bombing site and flotation, provide rope boundary
Remove the rocks under the water at end of jetty
Sign saying watch out for current
Signage of awareness, for kids and adults
Signs
Water height

Interviewees at the **Hamilton Garden site** (which accounted for 17% of all interviews) respondents made 14 water safety suggestions (18% of responses) that related to infrastructure (e.g. provision of ladders and ropes for water entry and exit), signage (e.g. to warn off drop-offs, rough water currents, underwater hazards), and public rescue equipment (e.g. flotation devices, grab ropes).

Table 24. Hamilton Gardens Suggestions

Build a jumping construction, stable, in spaces that are safe Drowning awareness Have people more knowledgeable of the rivers Ladder and rope Ladder on multiple sides and cliff jumping areas. Making people aware to check for objects Ladder or rope, a gate Ladders around the site, more signs on the dock Ladders to get out of water, floatation device to throw to anyone in trouble Ladders, flotation device for helping people Put a ladder in, a rope

Sign will rise, and have a designated swimming area

Signs for rough water. Have a designated swimming area

Signs to warn people of drops, ladder for jetty, more rubbish bins, rope to grab for struggling people

Stated that there needs to be more signage around the water. Need there to be more attention around safety

At the **Hammond Park Beach** site (11% of interviews), respondent provided 10 suggestions (13% of all comments) that mirrored previous comments from the other sites regarding infrastructure (e.g. need to demarcate safe swimming area with bouts and ropes, reduce steepness of the riverbank), provide more safety signage especially about water depth and water movement).

Table 25. Hammond Park Beach Suggestions

Comments

Border to keep people from going into the currents or a rope to signal where the currents get strong

Buoys at certain distance from shore to know not to swim past. Remove trees to make beach bigger

General warnings about the sleep banking, water, currents. Make people aware of the under current

Make less steep

More signage

More signage, more noticeable ones

Signage – although most people ignore it!

Signage about the undercurrent and about swimming out into the current when people aren't capable.

Signs about risks of drowning: currents

Warning signs for people who aren't familiar with the river

Finally, at the **Braithwaite Jetty site** (where fewest interviews - 3%- were conducted because of site closure partway through the interview period) three comments were recorded related to improvements in infrastructure (e.g. repair stairs and provide an exit point).

Table 26. Braithwaite Jetty Suggestions

Comments

Fix stairs; same with Wellington Street. Stairs not low enough

Make an exit point at this site

Make the docks accessible to getting back up, cause have chipping on the wood





Figure 29. Signage Example

3.3 Discussion

This observation and interview part of the study sought to determine the types and extent of drowning risk behaviours on popular recreation sites on the Waikato River by recording actual observations of visitors to the sites. Follow up interviews with those displaying at-risk behaviours were undertaken to provide new knowledge on their river safety attitudes, and self-reported floating and swimming competence. In addition, information on respondents' acquisition of water competency and river safety knowledge was collected, signage recollection, and suggestions for making the sites safer were also elicited.

Following the 175 observations of behaviours at the sites along the Waikato River, 105 interviews were completed to garner information on what may motivate high risk behaviours on the river. One-quarter (23%) of the observed river users had not displayed any at-risk behaviours, so their responses were discarded for this data analysis. It is worth noting that during the time of the study data collection was impeded by inclement weather conditions (unseasonal flooding and cyclone conditions) so fewer observations and interviews were conducted than had been originally estimated.

A significant finding from the observation study is the high level of in-water recreation on the Waikato River. One-half (52%) of all visitors to the sites were observed entering the river. Even more concerning than this was the high proportion of at-risk behaviours observed. More than one-half (51%) of those entering the water were observed jumping in from the edge, one-third (36%) jumping from height, one-tenth (10%) river drifting with no buoyancy, and almost one-half (48%) were wearing inappropriate swimwear. Location (30%), cooling off (25%), and lack of cost (17%) were key reasons people cited for being in the river indicating the river's convenience is a key influencer for participation.

As in other studies of high-risk aquatic recreation of jumping and rock-based fishing (Stanley & Carmine, 2022; Moran, 2013; Moran, 2022), most of those observed in the water (63%), and those observed performing high-risk behaviours such as jumping from the edge (72%), jumping from height (86%), and river drifting without buoyancy (69%), were male. Similarly, more than one-half (61%) of those interviewed after displaying at-risk behaviours were male. Male risk-taking behaviours are reflected in the New Zealand drowning statistics where males comprise 81% of all drowning fatalities from 2018 - 2022 (WSNZ, 2023). Interestingly there were no statistical gender differences in this study from the interviews for perceived risk awareness, perceived swimming and floating competence, and water safety attitudes. This is different to previous findings at other

locations such as beaches and other populations such as older adults or other activity groups such as rock-based fishers (McCool et al., 2008; Stanley & Moran, 2021; Moran, 2022).

Surprisingly, almost two-thirds (61%) of those observed entering the water were aged 14 years or under. Most of those in this age bracket were 13 or 14 years old, without adult supervision, ages not generally accepted as being responsible for themselves or others in and around water. Despite two-thirds of those observed undertaking risky behaviours being in the younger age group, less than one-half (44%) of those risky river users interviewed were 15 years or younger, still a significant proportion of the cohort. This suggests a lack of awareness of personal competency, knowledge, and unsound perceptions of risk and risk assessment capacity that has also been found in other studies (McCool et al, 2009; Moran, 2011; Moran et al., 2016, 2018; Moran & Stanley, 2013). Consideration should be given to targeting this age group for river safety information and water competence in the river.

Wellington Street Beach was the most popular site for both visitors (67%) and in-water river users (59%), as well as at-risk behaviour interviews (37%). Together with Swarbrick Landing, these two sites reported over three-quarters (78%) of all in-water activity, and over two-thirds (69%) of the jumping from height and at-risk interviews. The three sites of Wellington Street Bridge, Swarbrick Landing, and Hammond Park Beach accounted for almost all (91%) of all the river drifting without buoyancy observed. The three sites of Wellington Street Bridge, Swarbrick Landing, and Hamilton Gardens accounted for almost all (90%) of all the interviews following at-risk observations. Priority should be given to these sites when making decisions around safety requirements.

Most at-risk river users are frequent visitors to the Waikato River. More than one-half (58%) have visited more than 20 times and almost one-half (41%) visit daily in summer months. This familiarity may encourage nonchalance for safety around the river. As most visit the river area with the purpose to swim or cool off (57%) or for jumping/manus (31%), there is a clear intent to enter the water. Family (57%) and friends (37%) are the key companions for risky river users, highlighting the importance of these key relationships in encouraging behaviours. Similar findings were found in a previous national study on New Zealand youth (Moran, 2009) where male youth were ten times more likely than females to identify their peers as their key source of water safety knowledge whereas females tended to rely on parents and schools.

In this study, family and whaanau also played a key role in the in teaching the participants to swim (48%) and providing river safety knowledge (57%). The heavy reliance on family and/or friends may not be the best source of knowledge for young people as previous evidence has suggested (Moran, 2009). Knowledge of river safety may not be enough for this cohort to display safe behaviours. One

third (33%) of risky river users could correctly recall safety messages from signage at the location they were observed behaving unsafely. This suggests some, particularly youth, may not be putting safety principles into practice and further research on this phenomenon with regards to aquatic recreation in a river environment is required.

The high reliance on family and whaanau both as companions for risky river activity and as a key source of river safety knowledge and swimming development provides an opportunity for targeted, co-designed family and whaanau education that would encourage river users to positively influence and protect each other. Best practise drowning prevention educational initiatives teach all 15 water competencies recommended for preventing drowning (Stallman et al., 2017; Langendorfer et al., 2018). The 15 competencies are adaptable to the activity (such as bombing) or environment (such as river) and each merits its inclusion based on the evidence provided. Competencies 1–10 are in the practical or psychomotor domain, competencies 11-14 are cognitive or knowledge based, and 15 is in the affective domain (Drowning Prevention Auckland, 2023). The intent of co-designed education would be to ensure that any initiatives would holistically include local knowledge and tikanga, together with river safety and bombing expertise, and covering all 15 water competencies.

The risky river users interviewed were very confident in their perceived swimming and floating competence. One third (33%) believed they could swim more than 200 m in 5 minutes and three-quarters (78%) thought they could float for more than 5 minutes. A previous study (Stanley, 2021) to compare perceived and actual adult water competence found a disconnect between how well participants thought they could swim and float to what they could actually do, especially in open water settings such as a river. Although one-quarter (22%) estimated they could swim more than 200m in 5 minutes and two thirds (71%) thought they could float for more than five minutes, when tested in an open water setting (Stanley, 2021) only one participant (1.6%) could float more than 5 minutes, and none could swim the 200m in 5 minutes. The swimming and floating competence levels perceived by these risky river users are unlikely to transform into reality. This overestimation of competence is likely to be a factor in their propensity to take risks in and around the river.

Despite all of this cohort displaying at-risk behaviours in the river, more than one-half rated the risk to their life *high* or *extreme* for swimming more than 10 m from the riverbank (82%), falling into the river fully clothed (67%), or missing their exit point when river drifting (54%). It seems there are other factors encouraging at-risk behaviours, the knowledge and understanding of the risk alone is not enough to inspire safer behaviours. Further co-designed research is required to ascertain river safety knowledge or maatauranga within the river users and to determine if any connection, or disconnection, with iwi has any effect on behaviours.

In comparison, most risky river users reported unsafe attitudes toward being in the river. Most were happy to rely on their swimming competence to keep them safe (91%), to not wear a lifejacket (82%), and to be able to rescue others (74%). Furthermore, two-thirds (63%) reported not often feeling at risk when swimming or jumping in the river. Unsafe opinions may lead to unsafe behaviours and practices around the river. Previous findings have determined risky attitudes likely to be a predictive factor in drowning among youth (Moran, 2006), older adults (Stanley & Moran, 2021), minority groups (Stanley & Moran, 2018), and beachgoers (Moran, 2010).

3.4 Limitations

The two research methods used in these studies have gathered invaluable new knowledge about the level of risky behaviours on the Waikato River, together with the demographics and influencing factors of those who engage in them. Nevertheless, there are a number of limitations to the studies that should be considered when understanding the results.

First, the weather played an important part in whether there were any visitors to the sites, or whether they were engaging in water-related activities. Unseasonal flooding and cyclones meant there were many days with no visitors. Observations with no visitors were discarded, and no inwater river users meant there were no possible interviews. Additionally, many of the river users were frequent visitors and repeat users were not asked to complete interviews more than once.

Second, observations and subsequent interviews took place between 11.00am – 7.00pm so may not comprehensively capture all usage of the sites. In addition, this phase of the study was confined to six weeks in January-February which again may not have comprehensively capture all usage of the sites.

Third, in the observation study, the high-risk behaviours of visitors may be underreported due to researchers being on-site. To minimise this, one researcher remained as covert as possible during the recording of observation data, but it was still possible that risky behaviours may have been tempered by the presence of someone appearing in some official capacity on the site. Observational research is non-experimental because nothing is manipulated or controlled, and as such we cannot arrive at causal conclusions using this approach. The observational research findings are considered strong in validity because actual behaviours were recorded. However, there are negative aspects.

Fourth, results may only reflect the unique population of river users in the selected sites, and therefore cannot be generalised to other places and populations. Similarly, the interview study has structural bias as it only included those participating risky in water activities on the Waikato River. Results cannot be generalised for the entire population.

Fifth, there may also have been problems with researcher bias in that they may have a motivated perception. Overcoming this bias was covered in the training session and by electronically recording observations.

Sixth and finally, risky river users may not have been willing to participate in an interview, there was no compulsion or expectation to do so. An incentive was offered, and this may have biased the

results, in that only those willing to receive an incentive may have participated. These limitations notwithstanding, the results of these studies are indicative of the high-risk behaviours, demographics, and motivating factors for engaging in at-risk behaviours on the Waikato River.

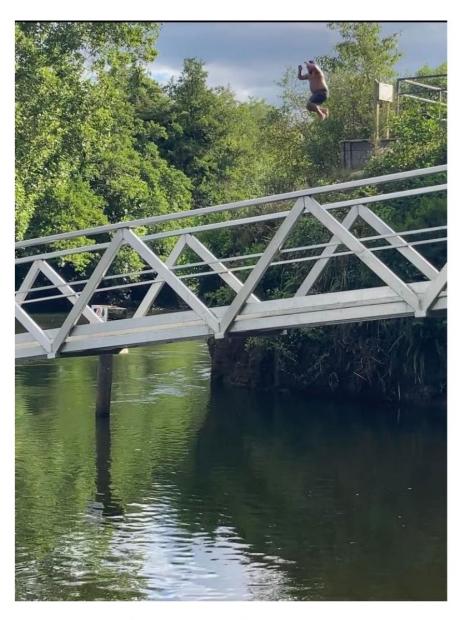


Figure 30. Jumping at Hamilton Gardens

3.5 Conclusion and Recommendations

To our knowledge, this is the first study of its kind to explore the actual high-risk behaviours of urban river users and investigate the influencing factors on those behaviours.

The results suggest that there is a high level of in-water activity on the Waikato River, and a proclivity for some of the in-water activities to be high-risk. Many of the risky river users were male and young (aged under 15 years), and frequent visitors and users of the river.

Influencing factors for displaying high-risk behaviours are a likely overestimation of swimming and floating competence, an underestimation of risks, and unsafe attitudes toward their behaviours.

Recommendations to encourage safer behaviours and assist in making the activities safer include:

- d) HCC to adopt a co-ordination role to actively promote holistic and best-practise river safety education for local communities in collaboration with water safety and river safety experts, and river user or bombing advocates and organisations,
- e) Targeting education both to the user demographic and their wider family/ whaanau on the
 whakapapa of the river, river safety knowledge, how to engage safely, and developing water
 and river safety competence. This would be especially relevant to the older primary school
 age group and high school students,
- f) Promoting river safety education and advice (via classrooms, workshops, and online) developed in association with water safety experts and river user or bombing advocates for the wider community, and
- g) Undertaking/facilitating further co-designed research to ascertain river safety knowledge, maatauranga, and actual water and river competence of the river users.
- h) Creating safer environments by addressing infrastructure hazards as indicated by many of the safety suggestions made by respondents, notably safe jetties and better access and exit points,
- Creating on-site river safety advice including installation of compliant signage and public rescue equipment,

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5. Appendices

5.1 Open Access Signage

Open Access sign - to be used for areas where access is not limited to pathways or alternatively for wide pathways.



Sourced from Surf Life Saving New Zealand. (2022). A guide to beach safety signs in New Zealand.

5.2 Narrowed Access Signage

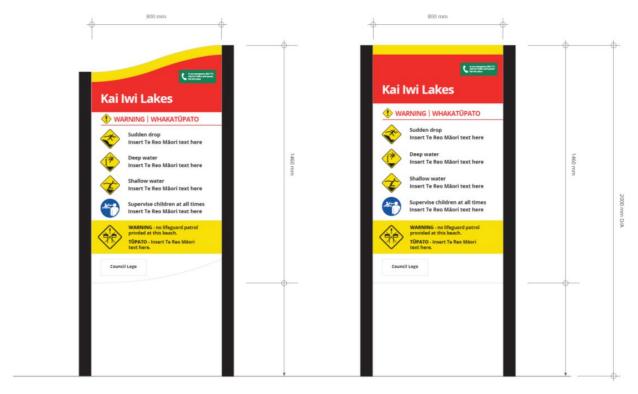
Defined Access sign – for use where access to the area is controlled via a narrow pathway.



Sourced from Surf Life Saving New Zealand. (2022). A guide to beach safety signs in New Zealand

5.3 Carpark Signage

Beach Signage / Kai Iwi Lakes / Carpark Sign English / Te Reo Māori



Water safety and information signage template for Kai Iwi Lakes. The design complies with the current water safety signage standard AS/NZS 2416:2010

Sourced from Surf Life Saving New Zealand. (2022).

5.4 PRE Mounted Signage

Beach Signage / Kai Iwi Lakes / Carpark Sign with PRE on the back English / Te Reo Māori



Water safety and information signage template for Kai hvi Lakes.

The design complies with the current water safety signage standard AS/NZS 2416:2010

Beach Signage / Kai lwi Lakes / PRE sign front & side



Sourced from Surf Life Saving New Zealand. (2022).

5.5 Observation Study Research Instrument

HCC Waikato River Observation Study Jan Feb 2023 NEW	
(untitled)	
1) Date:*	
2) Location:*	
() Wellington Street Beach	
() Hamilton Gardens	
() Swarbrick Landing	
() Braithwaite Jetty	
() Hammond Park Beach	
() Duck Island	
3) Time:*	
() 11.00am	
() 11.30am	
() 12.00pm	
() 12.30pm	
() 1.00pm	
() 1.30pm	
() 2.00pm	
() 2.30pm	
() 3.00pm	
() 3.30pm	
() 4.00pm	
() 4.30pm	

() 5.00pm

m gh / Wind ch er than norm ver than norn er - Write In:	nop					
m gh / Wind ch er than norm ver than norn	nop nal					
m gh / Wind ch er than norm ver than norn	nop nal					
m igh / Wind ch	пор					
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	is - tick all tha					
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	Opm Opm Opm Opm Other Condit Ony Other Oth	Opm Opm Opm Opm Other Conditions: ny ody ody ony omy one of the conditions of the c	Opm Opm Opm Opm Other Conditions: ny ody dy ny omy	Opm	Opm	Opm

Approx head Total in count in area Number jumping from height over 2m Number jumping from using - no buoyan cy
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T ot al			-	-	
	 		 		 -
A g e O-1 4 y e ar s					
A g e 1 5-2 4 y e ar s		-	-	-	
A g e 2 4					

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8) What other behaviours did you observe at this time? *
[] Male youth encouraging risky behaviours
[] People being threatened by others to perform risky behaviours
[] Consumption of alcohol or other drugs
[] People trying to stop risky behaviours
[] Adult supervision of young children
[] Youth (under 16 years) supervision of young children
[] Lack of appropriate adult supervision of young children
[] None
[] Other - Write In:
9) Any other comments?
10) Upload a photo of the area.
1
Thank You!

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5.6 Interview Study Research Instrument

HCC - Waikato River Interview YE23	
Hamilton City Council - Interviews YE23	
1) Researcher Only What risky behaviour/s was the participant seen doing price	or to the interview?*
[] Pushing others	
[] Jumping from height	
[] River drifting	
[] Not supervising young children adequately	
[] Presence of alcohol or other drugs	
[] Encouraging others to perform risky behaviours	
[] Wearing inappropriate swimwear	
[] Other - Write In:	
[] No-one was displaying at-risk behaviours	
2) What are the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and the positive or safe behaviours displayed by the same and	e participant?
4) Location* () Wellington Street Beach	
() Hamilton Gardens	
() Swarbrick Landing	
() Braithwaite Jetty	
() Hammond Park Beach	
() Duck Island	
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7) What ethnicity/ies do you identify with?*	
[] NZ European / Pakeha	
[] Maaori	
[] Pacific Peoples - Please specify:	
[] Asian - Please specify:	
[] Other - Please specify:	
8) How often have you visited this location?*	
() This is my first time	
() Between 2 - 4 times	
() Between 6 - 10 times	
() Between 11 - 20 times	
() More than 20 times	
() More dian 20 times	
9) What is the main reason for visiting this location today?*	

	79	Pag	е
() Fair			
() Poor			
14) How well can you swim?*			
••			
() No			
() Yes			
13) Can you swim?*			
() Other - Write In (Required):	*		
() It's exciting			
() It's cool			
() It's free			
() It's close to where I live			
12) What is you favourite thing about this river?*			
() Less often			
() A few times per week			
() Once a week			
() Daily			
11) In summer months, how often do you this or other sites along the Waikato River?*			
() Other - Write In (Required):	*		
() Myself			
() My partner			
() My family / whanau			
() My mates/ friends			
10) Who did you come with today?*			
() Other - Write In (Required):	*		
() River drifting			
() Swimming			

25, Tiek the box that best reflects your opinion on the following statem	Agree	Disagree
19) Tick the box that best reflects your opinion on the following statem	ents:*	
() More than 5 minutes		
() 3 minutes - 5 minutes		
() 1 minute - 3 minutes		
() 31 seconds - 1 minute		
() Less than 30 seconds		
18) How long can you float for?		
() Very good		
() Good		
() Fair		
() Poor		
17) How well can you float?*		
() No		
() Yes		
16) Can you float?*		
16) Con you float?*		
() More than 200m		
() 101 - 200m		
() 51 - 100m		
() 26 - 50m		
() Less than 25m		
15) How far can you swim non-stop in 5 minutes? (25m = 1 length of a	oool) *	
() Very good		

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My swimming competence will keep me safe when swimming in the river.	()	()
Others are at greater risk than me when swimming/jumping in the river.	()	()
My swimming competence means I don't need to wear a lifejacket in the river.	()	()
I often feel at risk when swimming/jumping in the river.	()	()
My swimming competence means I am capable of rescuing others in the river.	()	()
The risk of drowning is always in the back of my mind when swimming/jumping in the river.	()	()

20) Rate the risk to your life in the following situations:*

	Extreme risk	High risk	Slight risk	No risk
Standing in knee depth at river's edge	()	()	()	()
Missing your exit point when drifting down river	()	()	()	()
Jumping into the river from height (over 2m)	()	()	()	()
Falling into the river fully clothed	()	()	()	()
Swimming in the river more than 10m from the river bank	()	()	()	()

1		
	Yes	No
4) Signage		
) Other - Write In (Required):		*
) I taught myself		
) From my peers		
) From my family / whanau		
) At commercial swimming lessons		
) I haven't learnt to swim		
3) Where did you learn to swim?*		
oniments.		
) Other - Write In (Required):		-
) At school Other - Write In (Peguired):		*
) From my peers		
) From family / whanau (siblings/parents)		
) From family / kaumaatua (elders)		
) I don't have any		
2) Where did you learn your river safety knowledge or tikanga aroun ive an example of your knowledge/tikanga in the comments box*	nd the riv	ver?
] Other - Write In (Required):		······································
My friends/peers encouraged me to		*
There's no reason not to		
I don't like swimming at the beach		
] I can't afford the local pools		
] It's more fun than the local pools		
] It's hot and the water looked inviting		

Have you seen any water safety signage?	()	()
Do you recall any of the messages?	()	()
What is your key recall of any message of the signage. Researcher write in comments section below.	()	()
Comments:	<u> </u>	
25) Do you think there are any risks associated with your activity in are they? Researcher, please explain in the comment box.*	or on the	river today? What
() Yes		
() No		
Comments:		
26) Have you or anyone you know of had a rescue or drowning incid	ent on th	ne river?*
() Yes		
() No		
27) Please explain what happened.		
28) Do you have suggestions that would make this site safer for aqua	atic recre	eation?
29) If you would like to enter a draw to win a prize for taking part in QR code to enter the draw	this inte	rview please scan the

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Thank You!

Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Matthew Vare **Authoriser:** Helen Paki

Position: Programme Manager - Nature **Position:** General Manager Customer

in the City and Community

Report Name: Nature in the City Progress Update

Report Status	Open
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Purpose - Take

1. To inform the Community and Natural Environment Committee on progress of the Nature in the City programme.

Staff Recommendation - Tuutohu-aa-kaimahi

2. That the Community and Natural Environment Committee receives the report.

Executive Summary - Whakaraapopototanga matua

- 3. The 2021-31 LTP confirmed investment of \$29,097,000 allocated to Nature in the City (NITC) programme across 10-years.
- 4. Increased internal capacity has enabled a significant increase in Council's ability to maintain existing natural areas and increase engagement with the Hamilton community and private gully owners.
- 5. A combination of path construction and ecological restoration activity at Kukutaaruhe/Donny Park, Mangaonua Gully and Mangaiti Gully is now underway.
- 6. There has been a focus on engaging with partners and stakeholders to establish or grow relationships and develop draft agreements where mutual interests align. Work at Kukutaaruhe/Donny Park continues to progress in conjunction with the Fairfield Project and Ngaati Wairere.
- 7. Key tools have been developed and are in use to support the programme, including a site prioritisation tool, webmap, ecological indicators, and visitor number monitoring.
- 8. Various monitoring and reporting tools are in development to assist the programme to better understand volunteer efforts, plant survival rates and community indicators. On ground ecological assessments and planning for a more strategic and targeted pest management are also underway.
- 9. Staff consider the matters in this report have low significance and that the recommendations comply with the Council's legal requirements.

Background - Koorero whaimaarama

- 10. NITC updates were provided to the Environment Committee in November 2021 and August 2022. Initial work centred around programme structure and set-up, recruitment and capacity-building, and detailed planning and design for the priority delivery project at Kukutaaruhe/Donny Park.
- 11. The key objective of the NITC programme is to achieve 10% native vegetation cover by 2050 to ensure that ecosystems are sustainable over time and to provide habitat for native fauna. Biodiversity in urban environments helps to improve our air quality, reduce impacts of climate change, mitigate extreme weather events such as droughts and floods, and contributes to a greater sense of wellbeing.
- 12. Hamilton's current baseline for native vegetation cover has been confirmed as 1.7%. This baseline is based largely from the Waikato Regional Council biodiversity inventory dataset which is the most accurate current data we have available. This information will be reevaluated in 9-12 months based on updated information from on-ground ecological inventory surveys currently underway across the city.
- 13. The recently established NITC Technical Advisory Group (TAG) have provided a definition for Native vegetation cover as "areas greater than 50% indigenous species dominance in the canopy layer".
- 14. Over the last year, the NITC programme has focussed on progressing the following key areas:
 - i. Priority site ecological restoration and path construction
 - ii. Landowner and community support
 - iii. Stakeholder and community engagement
 - iv. Development of programme support tools, systems and processes

Discussion – Matapaki

- 15. The NITC programme has been actively working at our priority delivery project sites, namely; Kukutaaruhe/Donny Park, Mangaonua Gully (9ha section Ruakura to SH26) and Mangaiti Gully (10ha approx. adjacent to new path construction).
- 16. Work currently underway at Kukutaaruhe/Donny Park includes site preparation and planting at three discrete sites within the park, and construction of a new boardwalk (approx. 200m).
- 17. Collaboration with Ngaati Wairere has ensured provision for cultural narratives, interpretation, and cultural installation to be integrated into one of the rest areas within Kukutaaruhe/Donny park. This work is ongoing with final design and construction expected to be completed before the end of 2023.
- 18. Work to improve access tracks for the Friends of Mangaonua restoration group and connect with the Waters team erosion control project (in collaboration with Crown Infrastructure Partners and Waikato Tainui) is underway. This collaboration enables access though the 9ha section of gully from the Ruakura development to SH 26 and Silverdale Road.
- 19. A 5-year planting and maintenance restoration plan has also been developed for the Mangaiti gully to enable protection of the planting undertaken as part of the Capital works project funded via Central Government Water Stimulus funding.
- 20. The Natural Areas Rangers, Gully Co-ordinators team have supported and/or completed the following activities in the past 12 months:
 - i. 32 one-off planting events, mobilising 3341 volunteers
 - ii. 16 regular restoration groups, made up of 182 volunteers

- iii. 60 Enviroschools, actively engaging a proportion of students with hands-on environmental learning and restoration activities
- iv. 117 landowners actively engaged in the gully restoration programme
- v. Prepared sites for, and planted 35,000 native plants (excluding Waiwhakareke) in greenfield and enrichment (under-planting of existing areas) plantings
- vi. Progressive control pest plant species in approximately 80ha of natural areas
- 21. The NITC programme continues to engage the community and partners in various ways, key initiatives include:
 - i. A quarterly newsletter sent to 175 people including volunteer groups, and partner agencies.
 - A community Bioblitz citizen science event with the Fairfield Project in November 2022. Over the event, 389 observations were recorded with 185 different species identified.
 - iii. The launch of a collaborative education project with Waikato Museum as part of the redevelopment of Exscite. On leaving, children can trade their entry sticker for a Nature in the City pack of koowhai seeds, to take home and grow their own native trees. A video was created to explain the best way to germinate the seeds.
 - iv. For the first-time the HCC Parks and Open Spaces Survey included targeted questions regarding public access, utilization, and perceptions of ecological and social benefits associated with the City's gullies. Overall, 43% of survey respondents were aware of the NITC programme. Of those who had heard of the programme, 58% indicated that they would like to volunteer in restoration activities.
 - Discussions with Waikato District Council looking at opportunities for cross-boundary restoration along the Mangaone Stream (linking to the Mangaonua Gully within the city).
 - vi. Engagement with Te Whatu Ora is ongoing, looking at options to integrate restoration and enhancement of the Graham Park Gully next to the hospital as part of their internal sustainability and climate change commitments.
- 22. The programme continues to invest in establishing systems, processes and tools to ensure objectives and outcomes can be delivered and we can monitor and report on progress. These tools include:
 - i. A site prioritisation tool has been endorsed by our Technical Advisory Group. This considers ecological, community, operational and cultural criteria. (Cultural criteria are still to be tested and refined alongside mana whenua)
 - Ecological indicator data collection (native vegetation cover, health and condition of key ecological sites, pest control effectiveness, riparian vegetation health, presence and distribution of key species such as bats, Giant Kokopu and birds such as Tui and Kereru)
 - iii. Visitor numbers/pedestrian counts using VISTA an advanced software solution offering comprehensive visualisation, insight, and analysis to support an evidence-based approach for this important programme metric
 - iv. A Nature in the City webmap has been developed that enables staff to collate existing information, collect and store new information and use this information to highlight opportunities and priorities for the programme in one place.

- v. A NITC Wayfinding App to be launched in Spring 2023 which will provide a digital portal to invite them to become active participants. The initial trial of the App is for 13 sites, including Kukutaaruhe/Donny Park and Waiwhakareke Natural Heritage Park.
- vi. A draft pest animal plan which provides insight into how best to work with others to improve co-ordination and scale-up pest control activity.

Financial Considerations - Whaiwhakaaro Puutea

- 23. The 2021-31 Long Term Plan allocated \$29,097,000 for The Nature in the City programme across 10 years which included \$5,974,913 in the first 3 years.
- 24. The programme team have developed an implementation plan for the first 3 years that aligns with the phasing of the LTP budget.
- 25. Initial Operating and Capital expenditure was lower than forecast as the programme recruited and built internal capacity and undertook planning and design work for priority delivery projects.
- 26. With the programme being fully staffed and momentum in capital delivery priority projects, staff are confident that LTP Operating and Capital expenditure allocation will be fully spent by year end.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

27. Staff confirm that the Nature in the City strategy and this report complies with the Council's legal and policy requirements.

Climate Change Impact Statement

- 28. Staff have assessed the Climate Change Policy and determined no adaptation assessment is required.
- 29. The Nature in the City Programme aims to achieve 10% native cover within Hamilton's urban environment. The work being undertaken will help to improve air quality, reduce impacts of climate change, mitigate extreme events such as droughts and floods. Specific projects within the programme will complete assessments to ensure they adequately respond to any climate change risk

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.

Social

- 33. Research indicates that spending time in nature, particularly through recreation, increases physical and mental wellbeing.
- 34. Having significant areas of native forest and vegetation within an urban environment provides opportunities for the community to find respite from the "busy-ness" of the city and reduces stress levels for those who spend time in nature.

35. By restoring natural areas and gully networks, we create more opportunities to connect with nature. When people connect with nature, they are more likely to take action to protect nature, which in turn results in more people undertaking ecological restoration.

Economic

- 36. Native restoration activities will be delivered in several different ways staff will undertake work; contractors will be engaged for planting and maintenance; and volunteers will be enabled to participate in native restoration. In all cases the programmes funding will be injected into the local economy through wages, the cost of services and purchase of plants, equipment, and other supplies.
- 37. Additional revenue opportunities will be explored and secured to enable further employment opportunities to undertake native restoration.

Environmental

- 38. Restoring Hamilton's gully systems will provide greater ecological resilience for the city through the improvement of green infrastructure.
- 39. By realising this core object of the programme, we will be contributing to other organisational objectives by using ecological processes to mitigate and adapt to the impacts of climate change and reduce pollutants being discharged to air and water.
- 40. Through native restoration habitat will be created for endemic native species, water quality will be improved, erosion and sediment loss into water ways will be reduced.

Cultural

- 41. By developing a wholistic approach to urban native restoration that includes both western science and Maatauranga Maaori we will create a modern, culturally unique, way of caring for our native flora. This will provide another avenue for a wider group of mana whenua to reconnect will their cultural heritage.
- 42. Mana whenua have been invited to be a part of the Programme Board, should they have an interest in being part of the leadership of the programme.
- 43. The programme will seek opportunities to support and enable mana whenua to undertake native restoration on their own land. Ongoing development of the cultural criteria as part of the site prioritisation tool will assist with enabling a stronger focus on kaitiakitanga as part of the programme going forward.

Risks - Tuuraru

- 44. The programme team have completed risk workshops to identify and collate known risks relating to Nature in the City. These have been provided to the Programme Board for ongoing review, mitigation, and management to ensure successful implementation of the programme.
- 45. The Programme Board has a key role of escalating risks to senior leaders or elected members should the likelihood and criticality exceed set tolerances.

Significance & Engagement Policy - Kaupapa here whakahira/anganui

Significance

46. Having considered the Significance and Engagement Policy, staff have assessed that the matters in this report have low significance.

Engagement

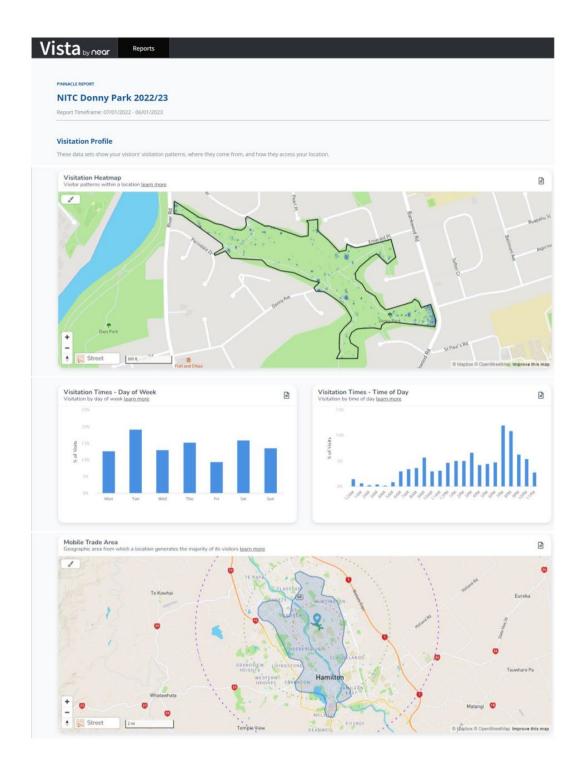
47. Community views and preferences are already known to the Council through the engagement undertaken with development of the Nature in the City strategy.

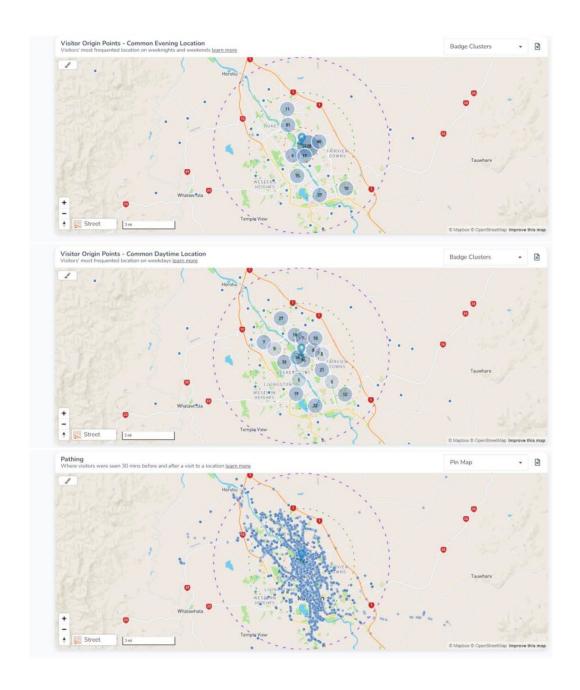
Attachments - Ngaa taapirihanga

Attachment 1 - VISTA overview - Kukutaaruhe-Donny Park 2022 Data

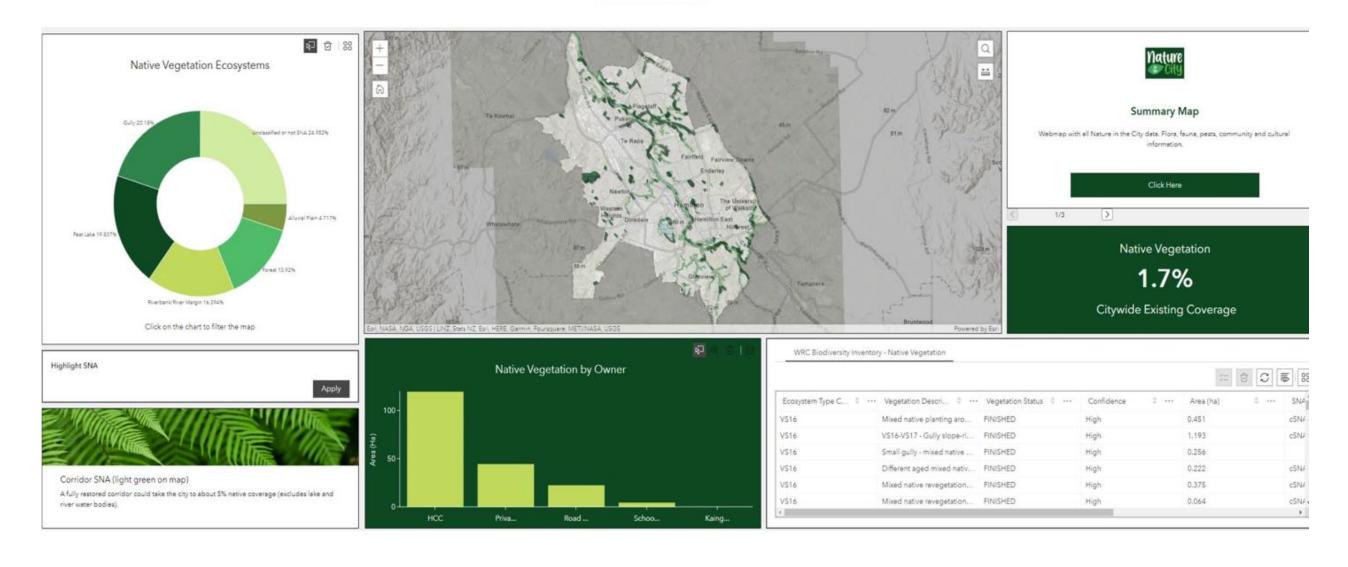
Attachment 2 - NITC Webmap dashboard

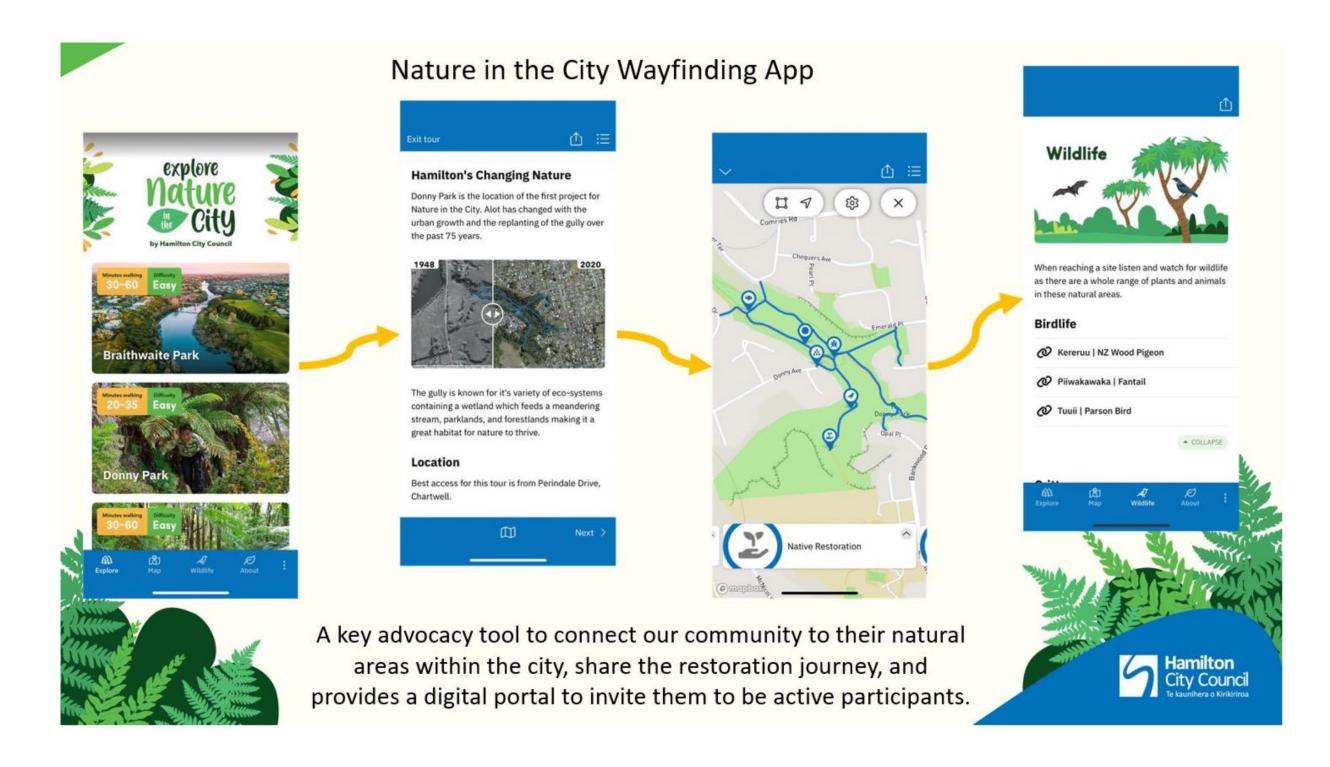
Attachment 3 - NITC Wayfinding App





NITC Webmap dashboard





Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Daan Blokker **Authoriser:** Helen Paki

Position: Senior Parks Planner **Position:** General Manager Customer

and Community

Report Name: Open Space Provision Policy Review

Report Status	Open

Purpose - Take

1. To inform the Community and Natural Environment Committee on the review of the Open Space Provision Policy (the Policy).

2. To seek approval from the Community and Natural Environment Committee to consult on the Draft Policy in alignment with the Local Government Act 2002 (the LGA) and Council's Significance and Engagement Policy.

Staff Recommendation - Tuutohu-aa-kaimahi

- 3. That the Community and Natural Environment Committee:
 - a) receives the report;
 - b) approves consultation on the draft Policy (**Attachment 2**) from 5 September 2023 to 3 October 2023; and
 - c) notes that submissions on the draft Open Space Provision Policy will be heard by the Regulatory and Hearings Committee prior to being referred to the Community and Natural Environment Committee for deliberation.

Executive Summary - Whakaraapopototanga matua

- 4. Hamilton Kirikiriroa has experienced significant growth and increases in population density since the Open Space Provision Policy was first adopted in 2018.
- 5. Additionally, Council's approach to growth and intensification has changed with direction from Central Government, the introduction of new Council strategies and plans, and proposed changes to Hamilton's operative District Plan. These changes have impacted the need for parks within Hamilton Kirikiriroa to service current and future residents.
- 6. Staff have proposed to make changes to the Policy that reflect Hamilton's changing landscape.
- 7. The key changes proposed are:
 - i. Decrease walking distance provision targets for Neighbourhood and Community parks within Medium and High-Density Residential areas.

- ii. The inclusion of a policy direction stating that Council will seek opportunities to acquire park land early within greenfield areas and emerging areas where possible to reduce costs to the ratepayer and development community.
- 8. Staff recommend option 1 to approve the draft Open Space Provision Policy for public consultation, as detailed later in the report.
- 9. Staff consider the draft changes to the Policy to be of medium significance and that the recommendations comply with the Council's legal requirements.

Background - Koorero whaimaarama

- 10. The current Open Space Provision Policy was adopted on 26 June 2018. The Policy provides guidance to Council for the provision of public open space in Hamilton.
- 11. The purpose and scope of the document is to:
 - i. Guide the Council in strategic planning and investment decisions on open space provision.
 - ii. Guide the Council in its decision-making processes regarding opportunities to acquire or dispose of open space.
 - iii. Guide open space provision in other plans and policies, or specific development projects.
- 12. The Policy review has been undertaken in response to changes that will impact on the demand for open space across the city, in particular:
 - i. Increasing population density in Hamilton.
 - ii. Adoption of new Council strategies.
 - iii. Increasing value of land.

Discussion - **Matapaki**

Benefits of Open Space

- 13. The benefits of public open space can be summarised as follows:
 - i. Good quality open space supports the mental, physical, spiritual, and social wellbeing of our community members.
 - ii. Placemaking approaches to open space development encourage social interactions that build a sense of community, increasing mental and physical wellbeing.
 - iii. Well designed and maintained open spaces contribute heavily to the beauty and attractiveness of our city and provide areas for people to enjoy the outdoors.
 - iv. Well-planned and managed open spaces encourage biodiversity, filter water, cool the city, and increase the cities resilience to extreme weather events like flooding.
 - v. Open space can help minimise the effects of climate change through carbon capture, improving resilience to changing weather patterns, and providing shaded areas around the city.

Impacts of Population Density Increases

14. Hamilton's density has increased by 20% over the last decade with a large uptake of infill housing developments. Density is expected to increase by a further 18% over the next 10 years which will be largely influenced by Plan Change 12 and HUGS.

- 15. The "Are we building harder, hotter cities? The vital importance of urban green spaces report" (Parliamentary Commissioner for the Environment, March 2023) investigated the impact that growth and intensification are having on public and private urban green space.
- 16. The report found that the amount of urban green space (including private and public) in Hamilton has declined by 15% since 1940, from 70% coverage to 55%. The reduction is predominantly due to dwellings being larger in proportion to the size of sections.
- 17. This reduction in green space increases the risk to the health and wellbeing of Hamilton's residents, the risk of flooding events due to decreases in permeable surface area and reduces the ability to achieve good placemaking outcomes.
- 18. To mitigate these risks the report recommends that:
 - i. Councils should implement policies to improve the quality and/or quantity of green space in suburbs where it is in decline or in otherwise short supply.
 - ii. Councils should identify, and consider purchasing, peri-urban land for large areas of public green space earlier in the planning process.

Walking Distance Targets

- 19. Walking distance targets set under the Open Space Provision Policy set an aspirational goal for Council.
- 20. The World Health Organization recommends that all residents within an urban setting should be within 400m (5 minutes) direct walking distance from an open space that is at least 0.5ha in size (neighbourhood park). Both Auckland Council and Christchurch Council have set 400m targets for medium and high-density residential areas.
- 21. The current Open Space Provision Policy sets the following walking distance accessibility targets for our neighbourhood and community parks:
 - i. Neighbourhood Parks 500m walking distance for all residents
 - ii. Community Parks 1,500m walking distance for all residents
- 22. The Draft amendments to the Policy include reducing walking distance targets in *Medium and High-Density Residential Areas*:
 - i. 400m for neighbourhood parks
 - ii. 1,200m for community parks
- 23. The walking distance targets for all other residential areas would remain at 500m and 1,500m respectively.
- 24. The Draft amendments also include the provision of pocket parks and linear parks as potential options to fill existing gaps that do not meet the walking distance targets.
- 25. As of June 2023, 83.85% of residents within Hamilton's *Medium and High-Density Areas* were within a 400m walking distance of a neighbourhood park and 99% of residents were within 1,200m walking distance of a Community Park.

Early Acquisition of land for future parks

- 26. There is increasing pressure on Council to extend the city boundaries to allow new residential growth cells to be created. There are also a number of areas within Hamilton's growth cells where the full residential value of the land has not yet been realised.
- 27. The majority of land located within the emerging areas is currently zoned rural, meaning that the cost of that land is significantly less than any of the land located within Hamilton's existing boundary.

- 28. Staff suggest that a new policy provision be introduced, directing Council to seek opportunities to acquire land for future parks early in emerging areas and new growth cells.
- 29. Introducing this policy provision will create direction for Council to seek out opportunities to acquire land within green field areas/emerging areas early. To acquire this, funding will be required under the LTP, however, funding this upfront has the potential to save money on future acquisition.

Elected Members Briefing

30. Elected Members were given the opportunity to provide early feedback on the Provision Policy review at the briefing held on 15 February 2023. In the briefing, Elected Members raised the following issues which have been addressed in the Policy review:

Issue Raised by Elected Members	Staff Response
Investigate the potential for out of boundary land acquisitions.	A provision has been included in paragraph 22 to the Policy stating that "Council will seek opportunities to acquire park land early within greenfield areas and emerging areas early where possible to reduce costs to the ratepayer and development community."
Make a strategic land purchase fund available	This item is a Long-Term Plan matter but will be investigated as part of the LTP planning process.
Investigate the reduction of walking distance targets for medium and high-density areas.	Staff have included a reduced walking distance target for neighbourhood parks and community parks within medium and high-density areas.
Investigate the provision of larger open spaces such as destination parks	The provision of additional destination parks will likely need to be within emerging areas (out of boundary) where land is still zoned rural. The acquisition of land for destination parks is covered by the policy included in proposed Paragraph 22.
How are we considering the quality of open space	The quality of open space is a strong focus of the Open Space Strategy (OSS). The OSS action plan will create a pathway forward for measuring and improving the quality of our open spaces.

Summary of Changes Proposed to the Policy:

Walking Distance Targets – Schedule 2		
Existing Wording	Proposed Amendment	
Neighbourhood Parks Minimum of one park within 500m walking distance of all residential households	Community Parks All Medium and High-Density Residential Areas Minimum of one park within 400m walking distance of all residential households All other Residential Areas Minimum of one park within 500m walking distance of all residential households	
Community Parks One park within 1,500m walking distance of all residential households	Community parks All medium and high-density areas One Park within 1,200m walking distance of all residential households	

	All other residential areas	
	One park within 1,500m walking distance of all residential households	
Early Acquisition of Land for Future Parks - Provision		
Existing Wording	Proposed Amendment	
Provision	Provision	
None	Council will seek opportunities to acquire park land early within greenfield areas and emerging areas where possible to reduce costs to the ratepayer and	
	development community.	

Incidental Changes

Some minor changes have been made to the Policy to improve clarity and accuracy. These include:

Whole of document

- Grammatical changes, corrections and sentence improvement.
- Reference made to Council's Open Space Strategy 2023, Play Strategy 2019 and the Nature in the City Strategy 2020

Principles

New Principle added:

10. Council will endeavour to distribute open space equitably for all of Hamilton's residents.

Definitions

New definitions added:

- Emerging Areas
- High Density Areas
- Medium Density Areas

Background

New paragraph added to Background Section:

15. Residential density within Hamilton's existing urban area has increased significantly in recent years and density is expected to increase further in the future.

Schedule 2 - Provision Guidelines Table

- Pocket parks included as an option to fill neighbourhood park provision gaps within Schedule 2.
- Indicative features updated for a number of park types to provide for a wider range of activities on those parks.
- Under the Type column, the name "Sport fields and facilities" has been updated to "sport parks".
- "No provision target" removed from Natural Areas to strengthen Council's intent to acquire land that is of high ecological and biodiversity value.
- In the existing Policy, Linear parks, park connections and esplanade reserves are combined into one park type. These have been split into three separate park types to reflect their different functions.
- Additions made to park connections for Council to provide connections to parks where they will improve accessibility for residents and contribute towards meeting walking distance targets.

Schedule 4 - Council Funding and Investment

1. Priorities for open space investment and funding

Inclusion of a new priority within Existing Urban Areas:

g. Acquiring land parcels of a suitable size to accommodate parks in areas where the provision targets in Schedule 2 cannot be met through the abovementioned measures.

Options

- 31. Staff have assessed that there are two reasonable and viable options for the Committee to consider. The options are set out below:
 - **Option 1:** Approve public consultation on the proposed changes to the Policy.
 - Option 2: Do not approve public consultation on the proposed changes to the Policy.
- 32. Staff recommend **Option 1** so that the Open Space Provision Policy review can continue through the necessary steps and to allow the public to have input into the review.
- 33. If **option 2** is approved, staff will not be able to update the Open Space Provision Policy. This would prevent Council from achieving the positive outcomes sought through the proposed changes.

Next Steps

34. The next step will be to publicly consult on the proposed changes, hear any verbal submissions through the Hearing and Regulatory Committee, address any concerns or submission points through deliberation, and finally to adopt any proposed changes.

Financial Considerations - Whaiwhakaaro Puutea

- 35. This is a regular operating activity funded through the Long-Term Plan.
- 36. Costs relating to the proposed reclassification will be met by the Community Services operating budgets. Costs are estimated to be approximately \$5,000 including public notices and staff time.
- 37. The financial implications of the updated Open Space Provision Policy is that Council may need to acquire more land to meet the new provision targets. However, it is important to note that the Provision Policy targets only set an intent for park provision, they do not require Council to purchase land if funding proposals are not approved through the LTP or Annual Plan. The potential financial implication of the three key updates are outlined below:
- 38. Walking distance targets The proposed changes will not lead to any additional neighbourhood or community parks being required on top of what is already planned within Hamilton's existing urban limits. The walking distance target updates will require more land to be acquired in any new growth cells that may come into the city's boundaries in the future, if zoned for medium or high-density residential development.
- 39. **Emerging Areas** The intention of this provision is to prompt Councill to acquire strategic park land early when the value of that land is lower thus reducing costs in the long-term. The Policy will not require Council to acquire land that is not already required to meet the provision targets of the Policy.

Council's Strategic Objectives

40. As part of the review, staff have considered whether the current Policy meets Council's strategic objectives, in particular, as it relates to Plan Change 12, the Hamilton Urban Growth Strategy 2023, the Nature in the City Strategy 2020, and the Open Space Strategy 2023. A summary of the parts of these plans and strategies that are relevant to the Open Space Provision Policy is outlined in the table below.

Plans and Strategies	Relevant Content
Plan Change 12 – Enabling Housing	Responds to the adoption of the National Policy Statement on Urban Development (NPSUD) and the Resource Management (Enabling
	Housing Supply and Other Matters) Amendment Bill (RMAB). Plan

Supply	Change 12 seeks to enable higher density residential development throughout Hamilton.
Hamilton Urban Growth Strategy 2023	Sets a goal of supporting 70% of Hamilton's growth through intensification in existing urban areas and the remaining 30% in greenfield areas.
Nature in the City Strategy 2020	Sets a goal of achieving 10% native vegetation cover in Kirikiriroa by 2050.
Open Space Strategy 2023	Of particular relevance to the Policy review are the Vision and Outcome areas 3 and 4 which are:
	Vision: The open spaces of Hamilton Kirikiriroa are a well-connected network of high-quality, inclusive, safe, and fun community spaces that are a taonga (treasure) for current and future communities.
	Outcome Area 3: Open spaces for nature: We prioritise nature in our open spaces, creating a green city.
	Outcome Area 4: A connected network of open spaces: Our open spaces are connected and accessible to everyone in Hamilton Kirikiriroa.

41. The strategic direction set under these documents have influenced the review process and the changes proposed to the Policy.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

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

Climate Change Impact Statement

43. Staff have assessed the recommendation under the Climate Change Policy, undertaken an adaptation assessment, below, and determined the project adequately responds to climate change risk.

Questions	Yes/ No	Notes
Is the project (building, infrastructure, playground) in a current flood zone?	N	Flood zones will be taken into consideration at the time of acquisitions.
Is the project in a projected flood zone, in relation to the lifetime of that asset?	N	Flood zones will be taken into consideration at the time of acquisitions.

Will the project be impacted by extreme weather events? For example, think about extreme rainfall and wind events and how they will impact the project.	N	Extreme weather events will be taken into consideration at the time of acquisitions.
Will the project be impacted by increased city temperatures?	N	Future parks will provide opportunities to cool the city through the planting of trees.
If the project is creating outdoor recreational space for the community, is there a heat risk? For example, consider people, animals, durability of materials, absorption of heat and urban heat island effect.	N	Any future parks would provide outdoor recreation spaces and there will be opportunities to reduce heat risks for those activities.
Does the project require ongoing water use? For example, consider what type of water and how much water the project will require.	N	Development on future parks can be designed with minimising ongoing water use in mind.
Will there be impacts on vegetation?	Υ	The proposed policy amendments will likely have a positive impact on vegetation through the acquisition and protection of natural areas.
Will there be an impact on natural areas? E.g. gullies, wetlands, peat land	Y	The proposed policy amendments will likely have a positive impact on natural areas through the acquisition and protection of natural areas.
Can potential climate resilience opportunities be identified now?	Υ	The proposed amendments seek to increase park provision in Hamilton thus increasing climate resilience opportunities.

44. Staff have assessed the recommendation and determined it reduces greenhouse emissions.

Questions	Yes/No	Notes
Construction - calculating the embodied emissions		
Will the project require building new infrastructure or buildings?	N	New infrastructure or buildings may be required on future parks.
Will the project replace existing assets, buildings or infrastructure?	N	No
What materials will likely be used in the project? And outline what volumes if possible.	N	n/a

Will earthworks/clean fill be carted on and off-site?	N	Earthworks will likely be required on some newly acquired parks
Will there be waste to landfill during construction?	N	Waste to landfill may be required on newly acquired parks.
Can potential emission reduction opportunities be identified now?	Y	The proposed amendments seek to increase park provision in Hamilton thus providing future emission reduction opportunities.

Wellbeing Considerations - Whaiwhakaaro-aa-oranga tonutanga

- 45. 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').
- 46. 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.
- 47. The recommendations set out in this report are consistent with that purpose.

Social

48. The proposed updates to the Open Space Provision Policy seek to provide for better park provision throughout Hamilton. Adequate park provision will ensure that Hamilton's residents have access to a wide range of parks which will contribute towards people feeling a sense of belonging and social inclusion in Hamilton.

Economic

49. Good park provision provides for a more prosperous community by contributing to the creation of an attractive city that people wish to call home. This brings economic benefits by making the city more enticing for investment, by attracting tourists, creating sources of employment, and by increasing property values.

Environmental

50. The proposed amendments to the Provision Policy seek to increase Council owned natural areas. Having more natural areas will enable biodiversity enhancement, the filtering of water, cooling the city, active modes of transportation and increasing the cities resilience to extreme weather events like flooding.

Cultural

- 51. Effective partnership with Iwi is integral to the success of the Provision Policy. Council respects the special status of tangata whenua, are committed to the principles of Te Tiriti O Waitangi and further Maaori aspirations through building mana-enhancing partnerships.
- 52. Staff place a high level of importance on the Te Ture Whaimana o Te Awa o Waikato (Vision and Strategy for the Waikato River) when undertaking this Policy review.
- 53. Iwi consultation was undertaken with Te Haa o Te Whenua o Kirikiriroa and Ngati Wairere April/May 2023. Both groups were supportive of the proposed amendments to the Open Space Provision Policy and the draft Policy will be sent to both groups for feedback during the public consultation period.

Risks - Tuuraru

- 54. There are no known risks associated with **Option 1** to approve the proposed draft Open Space Provision Policy to go to for public consultation.
- 55. Proceeding with **Option 2**, do not approve public consultation, creates a risk that Hamilton's residents will not be provided with an adequate amount of open space to accommodate an increasing population density and that significant cost saving opportunities for land acquisition may not be actioned.

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

56. 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

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

Attachments - Ngaa taapirihanga

Attachment 1 - Open Space Provision Policy - Draft Ammendments

Attachment 2 - Open Space Provision Policy - Final Document

First adopted:	26 June 2018
Revision dates/version:	Version 1
Next review date:	<mark>26 June 2021</mark>
Engagement required:	Special Consultative Procedure is not required (Part 2, Subpart 1, 5D(2) of the Act)
Document Number	D-2671669
Associated documents:	
Sponsor/Group:	General Manager Community

Open Space Provision Policy

Purpose and scope

- 1. To guide Council in its strategic planning and investment decisions on open space provision.
- To guide Council in its decision-making processes on opportunities to acquire, or dispose of, open space.
- 3. To guide open space provision in Council plans and policies, or specific development projects.

Principles

- 4. Council's open space provision will consider the needs of current and future residents.
- Council's strategic planning and investment decisions will be well-informed and respond to growth and demand;
- Council will apply consistent decision-making regarding requirements on the development community to set aside land for open space;
- 7. Council will enable the delivery of a high-quality open space network that:
 - a. Is well-distributed and well-connected to service communities;
 - Is functional and designed to support the community's formal and informal recreation needs;
 - $c. \quad \text{Protects, maintains and enhances Hamilton's ecological, cultural and heritage values; and} \\$
 - d. Responds to local contexts.
- 8. Council will work to partner with other open space providers such as schools and tertiary education providers on opportunities to efficiently deliver open space.
- 9. Council will ensure open space provision is funded fairly and equitably between the development community, and ratepayers.
- 10. Council will endeavour to distribute open space equitably for all of Hamilton's residents.

Definitions

Definition	Detail	
Existing urban area	The area within Hamilton where urban development has occurred.	
Greenfield	Undeveloped rural land within Hamilton where urban development has yet to	
area	occur.	
Emerging	Unplanned and out-of-sequence urban development areas outside of Hamilton's	
Areas	District boundary.	
High Density	Areas with the following Zoning under the Hamilton City District Plan:	
Residential	High Density Residential Zone	
<u>Area</u>	<u>Central City Zone</u>	
Medium	Areas with the following zoning under the Hamilton City District Plan:	
Density	Medium Density Residential Zone	

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Commented [DB1]: New principle. This captures the fact Council should ensure that a equitable level of service is prov everyone in line with the Open Space Strategy.

Commented [DB2]: New definition to cover potential fut growth cells that currently sit outside of Hamilton's District

Commented [DB3]: Definition for Medium and High Den Residential areas added for interpretation of new walking dis targets for neighbourhood and community parks.

Residential Area	
Hamilton	The jurisdictional area of Hamilton City Council.
LGA	Local Government Act 2002.
Open Space	Council owned and/or administered land set aside primarily for recreation, sports, nature conservation, passive outdoor enjoyment and public gatherings. This includes public parks, gardens, reserves, Waikato River esplanade and gully network, and publicly owned forecourts and squares. This includes open space land that is leased. For the purposes of this policy "open space" does not include: • Cemeteries • Council facilities e.g. Stadiums, Claudelands Event Centre, Zoo and Museum. • Pedestrian access-ways (road to road) • Green infrastructure – land that primarily accommodates public utilities, for the most part stormwater management and treatment facilities that mimics a natural environment.
Council	Hamilton City Council
Walking distance	Walkable catchment measured from any publicly accessible park entry, along the publicly accessible walking route. Cover the actual distance walked, not the linear (aerial) distance.

Background

- 41.10. The LGA specifies reserves, recreational and community amenities as core services the Council should have particular regard to in performing its role.
- 12.11. The provision of open space provides our communities with places to take part in formal and informal recreational activities.
- 13. Open space provides for biodiversity protection and enhancement opportunities which contribute to the Council's role in giving effect to Council's Nature in the City Strategy, the Waikato Regional Policy Statement and Te Ture Whaimana o Te Awa o Waikato.
- 14.12. Hamilton's open space network provides for a range of functions outlined in Schedule 2 of the
- 45-13. Hamilton's residential areas are expanding to the existing city boundaries, into the Rototuna, Peacocke, Ruakaura and Rotokauri growth cells. It is also anticipated the city's boundary will be extended to incorporate new greenfield land in the future (emerging areas).
- 14. Residential density within Hamilton's existing urban area has increased significantly in recent years and density is expected to increase further in the future.
- 15. As new residential areas are developed and densities within the existing urbans areas increase, clear open space provision guidelines help to ensure the open space needs of residents are met, and that open space provision is appropriate and adequate.

Policy

16. The policy applies to open space provision in Hamilton's existing urban area, greenfield areas and emerging areas.

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Commented [DB4]: Nature in the City was adopted after provision policy was adopted. This ensures that the NITC Stracaptured here.

Commented [DB5]: Emerging areas is the official termino being used by Council for these areas.

Commented [DB6]: New point to highlight the increased expected within Hamilton.

Commented [DB7]: Density increases leads to more dem open space and therefore open space provision guidelines are crucial.

- 17. Council will make decisions in relation to open space (strategic planning and investment, and acquisition or disposal of open space) in accordance with the requirements set out in Schedule 1 of the policy, and the requirements of those additional schedules where referenced in Schedule 1.
- 18. Council will seek to recover the costs of providing open space associated with growth through development contribution and financial contribution charges in accordance with Council Policy's and the LGA.In contexts where development contributions for the provision of open space do not apply, the Council will determine whether there is an appropriate alternative funding mechanism to deliver open space in accordance with the process set out in Schedule 4 of the policy.
- 19. Where the provision of open space requires the Council to purchase land, this will be subject to available budget approved by Council.
- Council will seek opportunities to acquire park land early within greenfield areas and emerging
 areas where possible to reduce costs to the ratepayer and development community.

20.

- 21. Council will only consider disposal of open space land when it has been clearly established that the land is surplus, and disposal would result in a clear benefit to the wider open space network and the open space needs of Hamilton residents.
- 22. Any proposed disposal of land will follow relevant council and legislative process including the Reserves Act 1977, and LGA.
- 23. The Council's decision making under this policy will be made in accordance with the requirements of Part 6 of the LGA.

Monitoring and implementation

- 24. Implementation of the policy will be monitored by the General Manager Community.
- 25. The policy will be reviewed in response to any issues that may arise, every three years, at the request of the Council or in response to changed legislative and statutory requirements (whichever occurs first).

Commented [DB8]: New Policy. This captures the need for Council to acquire land early to reduce costs. I.e. buy land what zoned rural rather than waiting until it is zoned residential.

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SCHEDULE 1 – APPLYING THE POLICY

Who uses the policy and what is its intended use?

who uses the policy and what is its intellided use:		
User	Intended use	
Development community and related practitioners	 To inform preparation of master plans, concept plans and subdivision plans for development. To understand Council's expectation for open space provision as part of development. 	
Council and Council staff	 To inform strategic planning and guide Council's investment and funding decision-making. To inform the preparation of plans and policies. To guide assessment of acquisition and disposal of land for open space. 	

Applying the policy

Development community and related practitioners		
When	Process	
Determining open space requirements what type, how much and where	 Identify Council's requirements for open space using Schedule 2. Illustrate integration with the existing open space network, and where relevant, provides for open space in accordance with this policy. Proposals will be assessed against Schedule 3. Design assessed against Open Space Configuration Design Guidelines set out in Schedule 5 and Councils Open Space Strategy 2023. 	

Council and Council sta	Council and Council staff		
When	Process		
Planning for open space provision as the city grows	 Open space provision as the city grows will be guided by the requirements for open space set out in Schedule 2. Planning for the open space network will inform the funding requirements under Council's 10-Year Plan. 		
Council investment and funding decision- making	 The priorities and considerations set out in Schedule 4 provide a framework for funding decisions, particularly on one-off opportunities to purchase land for open space. 		
Preparing plans and policies	The principles of the Policy inform plan and policy development where relevant to open space provision.		
Assessing opportunities to acquire land for open space	 Opportunities assessed as set out in Schedule 3. To assess quality of land for open space purposes, assess against Open Space Configuration Design Guidelines set out in Schedule 5. Schedule 4 will guide determining prioritisation of an acquisition opportunity, and for any funding requirements. 		
Assessing requests for the sale of existing open space.	 The disposal of existing open space will be assessed against Schedule 3. Any disposal of open space is required to follow relevant process as prescribed by the LGA or Reserves Act. 		

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SCHEDULE 2 - OPEN SPACE PROVISION GUIDELINES

Purpose

These guidelines provide metrics establishing a base level of functionality and associated land provision needed for a high-quality open space network.

The development of the guidelines has been informed by current provision levels across the city, best practice guidance and benchmarking against other New Zealand and international cities.

Where the District Plan, or any of Council's strategies or plans provide direction on open space provision, this policy should be used to further validate and clarify the open space provision requirements.

Table and Key

The following table sets out open space by park type and function to:

- establish the anticipated size, features, and distribution of future open spaces in greenfield areas
- guide assessment of the adequacy of open space provision in existing urban areas

Key

Term	Meaning	Considerations when using the guidelines
Туре	The type of open space.	
Function	The key deliverable each open space provides for the required function/s.	
Size	The size of each open space including any typical or minimum size.	 The size of each open space will vary and be informed by the intended functionality of the park. Minimum sizes (where applicable) must be met, unless: The reduction in size is necessary, minor and does not impact functionality. to ensure optimal configuration and useability Any increase in minimum size should be relatively minor (e.g. <10%). Where multiple functions are required within an open space area, the tota area will be informed by a design illustrating that the various functions car be provided without being detrimental to any other function, particularly the primary function.

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Provision target	The provision of open space required to establish a base-level of open space for a high-quality and accessible open space network.	•	Quantitative measures for For those determined by Is the matters that require provision requirements. The provision of neighbor walking distance. To undecommunity park provision layout and off-road connections and off-road connections.	ocal context the guideling consideration when description when description and community or stand any requirements of the greenfield develoctions are yet to be est	nes provide direction on etermining open space by parks is based on a t for neighbourhood or opment (where street ablished), the following
				Walking distance	As a radial distance
			Neighbourhood Park	All high and medium density residential areas - 4500m All other residential	300m
				areas - 500m	
			Community Park	All high and medium	800m
			,	density residential areas - 1,200m	1
				All other residential areas - 1500m	1125m
Further considerations in lieu of provision target	Matters to be considered where an open space does not outline a specific provision target or size requirement.				
Location	The areas of the city where particular types of open space are anticipated to be provided (by land use e.g. residential).				
Indicative features	The features and amenities typically found in each type of open space.				

Commented [DB9]: New walking distance targets added. Explanation below

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уре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features	
Pocket Park	Small informal recreation and socialising spaces which cater to nearby residents, and improve connectivity and visual amenity of residential neighbourhoods	Typically between 0.1 to 0.3ha	No provision target Provided as part of resource consent by voluntary agreement at no cost to the Council; or provided by Council where appropriate. In addition to requirements for neighbourhood parks	Is there a greater level of residential density anticipated that justifies the provision of a pocket park? Will the proposed pocket park fill a neighbourhood park provision gap within an existing urban area?	Existing urban areas where there is a neighbourhood park provision gap. Residential areas, particularly those areas identified for increased residential density (excludes large lot >2000m2 residential developments) Central City	Trees, landscaping and gardens Furniture including seating and bins Hard surface and/or lawn areas May provide basic playgrounds/play features or hardcourts Examples Junction Park Cobblestone Park, Wellington	Commented [DB11]: This reflects the fact the poch need to fill the neighbourhood park provision gaps with urban areas. Commented [DB10]: This reflects the fact the poch need to fill the neighbourhood park provision gaps with urban areas. Commented [DB12]: These features can be provided pocket parks too if there is enough room.
Civic Spaces	Spaces for meeting, socialising, play and events	Size dependent on context Minimum of 0.1ha	No provision target Provided as part of resource consent by voluntary agreement at no cost to the Council; or provided by Council where appropriate. In addition to requirements for neighbourhood parks.	Is public space required in addition to an existing or proposed retail/commercial area? Does the size and scale respond appropriately to the scale of theand context of the area?	Central City, and suburban town/retail centres Proximate to main civic amenities/ destinations	Trees, landscaping and gardens	Commented [DB13]: Civic spaces can provide thes

Hamilton City Council
Te kaunihera o Kirikiriroa

Гуре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features	
Neighbourhood Park	Basic informal recreation and socialising space within easy walking distance for surrounding residents Improve connectivity and visual amenity of residential neighbourhoods	0.5ha	All Medium and High-Density Residential Areas Minimum of one park within 400m walking distance of all residential households All other Residential Areas Minimum of one park within 500m walking distance of all residential households	N/A	Residential areas (excludes large lot >2000m2 residential developments)	Examples Garden Place Embassy Park (Riff Raff) Federal Square, Auckland Lumsden Green, Auckland Trees, landscaping and gardens Provide basic facilities and furniture including seating, bins and walkways Minimum flat 30m by 30m kick- around play space May provide basic playgrounds/play features_or hardcourts. May provide restored or remnant native vegetation Examples	Commented [DB14]: New walking distance target for and high density residential areas. Commented [DB15]: Hardcourts can be provided on neighbourhood parks. Example, Te Inuwai Park Commented [DB16]: Restored planting can be incomplication of the provided

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features	
						 Moonlight Drive Reserve 	
Community Park	Larger multi- function parks that provide informal recreation, socialising and event space for the wider community Can also accommodate sports fields and facilities for organised recreation Provides a neighbourhood park function to surrounding residents	Minimum size of 3ha Between 7 10ha-7ha in size when providing for sports fields	All medium and high-density residential areas One Park within 1,200m walking distance of all residential households All other residential areas One park within 1,500m walking distance of all residential households	N/A	Residential areas (excludes large lot >2000m2 residential developments)	Trees, landscaping and gardens. Provide multiple facilities and furniture including toilets, picnic and BBQ areas, seating, bins and walkways. Multiple flat 30m by 30m kickaround play spaces. Outdoor space for community events. Sports fields and facilities for organised recreation. Car parking where required. May provide bespoke destination playgrounds/play features, skate spaces or hardcourts	Commented [DB17]: We have numerous park exceeding in size. Better to say 7ha+ here so that we do not restrict ours Commented [DB18]: New provision target for medium a density residential areas.

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features		
						 Potential location for community facilities May provide restored or remnant native vegetation 		Commented [DB19]: This should be encouraged on comparks where appropriate
						Examples Days Park Melville Park Steele Park Claudelands Park		Common autoric alphochumic
Sport fields and facilities<u>Park</u>	Primarily provide for organised sport for local and city-wide communities. Can also accommodate informal recreation/play	Usually a minimum additional 4ha required in conjunction with a community park	Land area required for sport fields and facilities will be determined by demand projections based on population projections, sport and recreation trends, and participation numbers.	What are the number of dwellings, population or demand projections resulting from the proposed development? Is there existing provision of land for	Residential areas (excludes large lot >2000m2 residential developments Sports fields and facilities in greenfield areas are proposed to be provided as part of	Sports fields and facilities for organised recreation May include floodlighting Basic playgrounds/play features, skate		
	activities Can provide a		Minimum 4 full-sized fields per park is	sports fields and facilities to meet any demand resulting from	community parks or destination parks, not as standalone parks	spaces or hardcourts Provide restored or		Commented [DB20]: These additions recognise the shift sport park providing for a wider range of activities beyond for sports.
	neighbourhood/ community park		considered an efficient and optimal outcome	the demand proposed development?		remnant native		Commented [DB22]: Sport fields should be providing for types of activities too where space allows.
	function to surrounding		for field distribution across the city			•		Commented [DB23]: Sport parks can accommodate native vegetation
	residents		across the city			Examples	The state of the s	Commented [DB21]: Sports parks can provide a neighbor and community park function and a community park function



Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features	
						Jansen Park Galloway Park	
Destination Park	Provide a unique experience not found elsewhere within the open space network, with values, features and facilities that attract a large number of users A range of high-quality recreational and community facilities and activities serving City residents and visitors May provide a neighbourhood park and/or community park function to surrounding residents	Variable	No provision target Determined by local context and character	Is there a unique landscape feature, or an opportunity to provide a unique park experience in an area of the city_where there are no Destination Parks	Residential areas (excludes large lot >2000m2 residential developments) Location of future destination parks in growth areas will be identified as part of structure plan or master planning processes Delivery of any additional destination parks within the existing urban area will involve the development of existing open space identified through the network planning processprocess	Trees, landscaping and gardens Provide facilities and furniture including picnic and BBQ areas, seating, bins and walkways Outdoor space for community events Car parking May provide largescale play features, skate spaces and hardcourts Specialised sport and recreation facilities Potential location for community facilities Distinct natural, heritage or cultural features	Commented [DB24]: Spelling
	Provide for community-based recreational needs,					Examples Hamilton Gardens	

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Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	as well as preserving unique landscapes and open spaces					FerrybankHamilton Lake Domain
Natural Area	Open space for preservation of significant natural resources, enhancement of biodiversity values, remnant landscapes, open space, and visual aesthetics/ buffering Does not provide neighbourhood park function, but may connect to neighbourhood park	Variable	No provision target Council will seek to acquire natural areas of high ecological and biodiversity value.	Is there significant natural, ecological or biodiversity value? Is it identified as strategic land necessary to achieve 10% native vegetation cover in Hamilton. Is there significant cultural or historic value?	Identified at the time of master plan and structure plan preparation, and subdivision. Existing District Plan provisions identify areas of ecological significance, which may benefit from public ownership	Generally restored or remnant native vegetation Provide basic facilities and furniture including seating, bins and walkways May provide interpretation signage Examples Gully networks Managakotukutuku Kirikiriroa Te Awa o Katapaki Whatukoruru Pa site
Linear park and park connections	Provide for connected networks of open space and access to riparian	Variable ● Generally minimum 20m in width	Provision depends on characteristics	 Any deviation from the 20m requirement along qualifying rivers, 	All areas of the city where applicable	 Trees, landscaping and gardens Provide basic facilities and
Esplanade Reserve	margins	Park connections that provide access to parks	of an area • A minimum 20m wide esplanade	lakes and streams -including any proposed		facilities and furniture including seating, bins and walkways

Commented [DB25]: Strengthens Council's intent to acquand for natural areas if land becomes available that is of high ecological value.

Commented [DB26]: This row has been split into esplana reserves, linear parks and park connections. All of these types parks provide similar but different functions and have differin provision requirements.

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	Provide active transport corridors for off-road walking and cycling Enable management of natural hazards, and the protection of the natural character of riparian margin Can act as greenbelt or buffer between different land use activities	are to be a minimum 5m in width	reserve along rivers, lakes and streams in accordance with Resource Management Act 1991 provisions Land in addition to the minimum 20m width will be considered as part of network plans, and will be determined by local context	reduction or necessary increase — will be considered to ensure adequate access and ability to give effect to the intended function of the esplanade reserve. Council retains discretion as to whether any dispensation on the 20m requirement is supported		May provide interpretation signage May provide play features Waikato River Esplanade Lake Rotoroa Esplanade Splanade
Esplanade Reserve	Provide for connected networks of open space and access to riparian margins Enable management of natural hazards, and the protection of the natural	Minimum 20m in width from the edge of a qualifying waterbody	A minimum 20m wide esplanade reserve along rivers, lakes and streams in accordance with Resource Management Act 1991 provisions	Any deviation from the 20m requirement along qualifying rivers, lakes and streams – including any proposed reduction or necessary increase – will be considered to ensure adequate access and ability to give effect to the intended function of the esplanade	All riparian margins of qualifying rivers, lakes and streams	Trees, landscapin and gardens Provide basic facilities and furniture includin seating, bins and walkways May provide interpretation signage Examples

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features	
	character of riparian margins			reserve. Council retains discretion as to whether any dispensation on the 20m requirement is supported Land in addition to the minimum 20m width will be considered as part of network plans, and will be determined		Waikato River Esplanade Lake Rotoroa Esplanade	Commented [DB27]: No changes, just split from Linear pand park connections
Linear Parks	Provide active transport corridors for off-road walking and cycling Can act as greenbelt or buffer between different land use activities Can also accommodate informal recreation/play activities	Minimum 20m width.	No provision target Provision depends on characteristics of an area	by local context	All areas of the city where applicable	 Trees, landscaping and gardens Provide basic facilities and furniture including seating, bins and walkways May provide interpretation signage May provide play features Examples: Rototuna North Linear Reserve 	Commented [DB29]: No changes.
Page 10 of 8					O	Hamilton City Council Te kaunihera o Kirikiriroa	

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features		
	Can provides a neighbourhood park function to surrounding residents							Commented [DB28]: Addition made as these spaces car
Park connections	Provide pedestrian and cycling access to an open space from roads or other open spaces	Minimum 5m width	Provided as part of resource consent by voluntary agreement at no cost to Council. Provided by Council when opportunities	For existing parks, does it lack accessibility? Will the provision of a park connection reduce the walking distance for residents to the park and help achieve provision targets?	All areas of the city where applicable	 Trees and landscaping Walkways 		provide a neighbourhood park function and can contain infor recreation/play activities.
			arise and where appropriate to improve accessibility to existing parks.				en man y version de la constitución de la constituc	Commented [DB30]: To be provided through resource of at no cost. Council will only pay if an opportunity arises and to no ability to obtain at no cost.

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SCHEDULE 3 - OPEN SPACE PROVISION ASSESSMENT CRITERIA

Purpose

<u>To Gguide the</u> Council's assessment and decision making in a consistent manner which reflects the principles of the policy.

Application

1. Assessment criteria – preparation of urban development plans

The following table outlines how opportunities will be assessed:

Assessment criteria	Consideration
Quantity of open space	 Do the plans show the proposed open space network, including types, location, and size of each open space (clearly identifying area allocated by primary function)? Does the proposal adequately provide for open space in accordance with the Provision Guidelines in Schedule 2? Is land required to: Meet a provision target, Meet an identified need based on population trends and demographics of the community, Create or enhance an ecologically significant area Responsd to the local character of the subject site?
Quality of open space	 Does the proposed open space adequately reflect the Open Space Configuration Design Guidelines set out in Schedule 5?
Delivery of open space	 What is the proposed approach to funding and implementation? Are there any other open space providers the Council can partner with?

2. Assessment criteria – opportunities to acquire land for open space

The following is to inform the Council's decision-making on opportunities arising to acquire land for open space provision. This includes the assessment of open space provision requirements of subdivision developments received by the Council in its regulatory role.

The following table outlines how opportunities will be assessed:

Assessment criteria	Consideration
Quantity of open space Is open space required to meet an existing or forecast demand?	 Does the proposal adequately provide for open space in accordance with the Provision Guidelines in Schedule 2? Is land required to meet a provision target, identified need based on population trends and demographics of the community, or in response to the local character of the subject site?

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	 Is the land identified in the District Plan, Structure plan, or any other Council strategy or plan? Is land required to address a gap in the open space network (as identified by Council)? Does the land improve connectivity and accessibility of open space in the existing urban area? Would the land improve or enhance the open space network over and above provision targets, or an identified need based on population trends and demographics of the community?
Quality of open space Does the open space meet the required functionality?	Does the proposed open space adequately reflect the Open Space Configuration Design Guidelines set out in Schedule 5? Does the land allow for optimally located, configured and well-designed open spaces as directed by the Open Space Configuration Guidelines set out in Schedule 5? Are there any flooding, erosion or geotechnical issues that may impact the development and on-going management and maintenance of the proposed open space? Is there existing or planned non-park infrastructure that may impact the functionality of the park? How does the open space contribute towards improving biodiversity/ecosystem connectivity?
Delivery of open space Cost to council, and available budget	 What is the proposed approach to funding and implementation? Are there any other open space providers Council can partner with? Is there available budget within the Council's 10-Year Plan, or will the land be delivered through an alternative mechanism? What is the cost to the Council (including staff time) of acquisition? What are the on-going costs for owning and maintaining the open space?

3. Assessment criteria – requests to dispose of open space land

The Council is required to comply with a number of legislative requirements (including consultation requirements) that apply to the sale of open space land and assets, which will determine the process prior to any Council decision to dispose of open space.

When proposals to dispose of existing open space are received, the Council will consider whether:

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- The land is surplus. Does it currently, or could it in future, provide an open space function to meet the needs of the community?
- The land is poorly positioned. Does the land have poor accessibility, and does it lack visibility
 impacting on its usability to the surrounding community?
- The land is held under the Reserves Act 1977, and whether it is included in a reserve management plan approved under the Act.
- The disposal of the land would adversely affect the function, or configuration of an existing open space, or the wider open space network.
- The disposal would result in a clear benefit to the wider open space network and the communities open space needs, including any opportunity to utilise any proceeds of sale to improve open space provision.
- There would be any financial benefit to the community of disposing of the land, including the cost of the disposal process?

Proposals to dispose of land clearly identifying the merits of disposal based on the above considerations, will be presented to elected members for decision-making.

Commented [DB31]: There are a number of parks in Han that are poorly positioned and therefore not well utilised. It v be better to sell these reserves and acquire a better site elsew





SCHEDULE 4 - COUNCIL FUNDING AND INVESTMENT

Purpose

To outline how Council's strategic investment and funding decisions for open space provision will be guided by this policy, as a framework to inform funding priorities.

1. Priorities for open space investment and funding

Council's decision-making regarding open space provision will be prioritised differently for existing urban areas, greenfield areas and emerging areas. This is mainly due to challenges in providing additional land for open space in existing urban areas including cost of land, small lot sizes, and fragmented ownership.

When considering open space investment and funding the Council will prioritise the following:

Area of city	Priorities
Existing urban area	 a. Improving the existing open space network before considering purchase of additional land. b. Optimising existing open space through reconfiguration, upgrades and development. c. Improving accessibility and connectivity to existing open space through alterations to the surrounding pedestrian network. d. Utilising other Council land (such as stormwater management areas and road corridors) to provide a neighbourhood park function. e. Establishing agreements with other open space providers such as schools and universities to formalise and develop shared public use. f. Efficiently managing and using existing open space and facilities, particularly for organised sport, through working with user groups on how they use open space. g. Acquiring land parcels of a suitable size to accommodate parks in areas where the provision targets in Schedule 2 cannot be met through the abovementioned priorities and acquisition opportunities arise.
Greenfield	 a. Provide open space land to meet the provision targets in Schedule 2 to respond to demand associated with growth, and ensure open space is developed as residential neighbourhoods are established. b. Seek opportunities to leverage investment in open space with the other Council, non-council infrastructure, and community facilities.

Commented [DB32]: Last resort but will be required in s cases.

Commented [DB33]: Should be looking to meet the targ in this policy

2. Council purchase of land

Where the provision of open space requires the Council to purchase land, this will be subject to available budget as approved by Council.

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Following Council's delegation for land purchase, any open space provision requiring Council funding will be presented to Elected Members, or the Chief Executive, for approval.

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When considering opportunities to purchase land requiring Council funding, the Council's decision-making will be informed by the following:

Criteria	Priority
Land required to meet a provision target, and/or identified population-based trends or demographics of the community.	High
Land identified in the District Plan, a Structure Plan, or any other Council strategy or plan.	High
Land required to address a gap in the open space network (as identified by the Council).	High
Land that improves connectivity and accessibility of open space in the existing urban area	Medium
Land that would improve or enhance the open space network over and above provision targets, or an identified need based on population and demographics trends in the community.	Low

3. How Council will fund open space provision

The following table outlines the mechanisms Council uses to deliver open space:

Funding mechanism	Use
Development Contributions	a. Council will seek to largely recover the costs of providing open space and enhancing existing open space associated with growth through development contribution charges, in alignment with the reserve contribution provisions in Council's Development Contributions Policy and the Local Government Act 2002.
	 b. Council will require the relevant development contribution for reserves as a cash contribution, as opposed to land, however will consider land in lieu of a contribution when the land adequately provides for an identified need in accordance with this policy. c. This approach to funding open space land acquisition and development helps to ensure the costs of open space provision equitably fall to those who cause and benefit from open space provision. It also allows for those land owners who provide land benefitting the wider community to be fairly compensated.
Financial contributions	d. In accordance with the RMA financial contributions will be considered in situations where development contributions for the same purpose do not apply, and the vesting of land is required to mitigate adverse effects from the development. Particularly relevant where the vesting of land to protect natural resources is required to mitigate adverse effects from development.

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Private developer agreements	e.	Council will also consider alternative funding mechanisms such as private developer agreements, particularly in relation to large scale developments, to deliver optimal open space outcomes for the community.
Gifting	f.	Offers to gift land for open space will be considered against the Schedule 2 Assessment Criteria.
Rates	g.	Due to cause and benefit assumptions of open space provision, there is generally a component of funding for land purchase and development attributed to a general rate.
Proceeds from the disposal of reserve land	h.	Any proceeds from the disposal of open space will be used to fund improvements to the open space network in accordance with relevant legislative obligations.

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SCHEDULE 5 - OPEN SPACE CONFIGURATION DESIGN GUIDELINES

These Open Space Configuration Design Guidelines have been prepared as a schedule of the Open Space Provision Policy to provide direction to Council and the development community (and any related practitioners) when embarking on the initial concept design for open spaces. When looking at subdivision layout refer to the Subdivision Design Guide in the Hamilton City Council Operative District Plan and read with these guidelines.

These Guidelines focus on the location and configuration of open space to meet the requirements of the specific open space functions provided as part of the network as outlined in **Schedule 2**. These Guidelines are not intended as comprehensive open space design guidelines; the finer details around technical specifications, plant species etc, will be worked through at the detailed design stage.

The Guidelines are separated into two sections:

- The first section identifies the qualities that should be demonstrated across all open spaces regardless of function, although there will be varying levels to which they apply.
- The second section identifies the key elements required to the delivery each specific open space function.

Council's Parks and Recreation unit is responsible for approving the design and development of new parks.

1. Key design considerations for all open spaces

The following location, configuration and design considerations should be demonstrated across all open spaces.

General Considerations	Details
Safety	 Adherence to Crime Prevention Through Environmental Design (CPTED) principles (Refer Ministry for the Environment's National guidelines for crime prevention through environmental design in New Zealand). Safety of all users (i.e. access to, internal configuration, slope) Public/private interface designed to achieve good definition of open space while maintaining surveillance and interaction Spaces foster good internal visibility Location of/ability to accommodate internal infrastructure (e.g. lighting, seating, play spaces etc)
Connectivity	 Internal circulation and movement of users Connection to broader open space network Visual connections Access to multiple transport options Avoids barriers to pedestrian access Integration with green infrastructure (such as stormwater management areas) where appropriate
Context/Character	 Responds to the character of the site and surrounding local context Creates a sense of place and identity Recognise any significant historic, archaeological and ecological values Takes advantage of views Preserves significant trees, vegetation and other natural ecosystems

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	 Topography appropriate to function
Environment	 Incorporation of low impact urban design principles Protection from or minimisation of climate conditions (e.g. windy, exposed sites, access to sunlight and shading) Enable protection and enhancement of significant natural features and significant natural areas
Amenity	 Amenity landscaping Facilitate passive and active recreation
Functionality	 Open spaces should be configured to meet their intended functions Able to accommodate intended features and facilities (such as play spaces, sports fields, car parking)
Accessibility	 All open spaces should provide optimal accessibility for all users.

2. Key design considerations by open space function

The following key design considerations by function are supplementary to those above.

Pocket Parks

Pocket parks provide small informal recreation and socialising spaces which serve their immediate population.

- Appropriate in central city, and residential areas particularly those <u>areas</u> identified for
 greater residential density than the general residential zone and parts of the existing urban
 area that do not meet the neighbourhood park provision targets in Schedule 2.
- Configuration is relatively square in shape e.g. avoiding long skinny spaces
- Access to sunlight, and configured to optimise sunlight through orientation of space <u>Site</u>
 <u>configured to optimise sunlight as well as providing for shaded areas</u>.
- Minimum two road frontages
- Good passive surveillance is achieved due to the size of the open space
- Located where high pedestrian activity is anticipated
- Topography should be flat

Civic Spaces

Civic spaces are public environments which leverage off surrounding activities and destinations such as retail/commercial centres, and community hubs.

- Located in Hamilton's central city, and suburban retail centres
- Configuration is relatively evenly proportioned e.g. avoiding long skinny spaces
- Co-located with retail and community facilities/activity
- Open configuration to provide for flexible use of space
- Access to sunlight and shade, and configured to optimise sunlight through orientation of space
- Active edges with adjacent properties (e.g. retail/commercial activity opening up to the space.

Neighbourhood Parks

Neighbourhood Parks provide basic informal recreation and socialising spaces within easy walking distance for surrounding residents, while improving connectivity and visual amenity of residential neighbourhoods.

- Centrally located within residential development and or the natural point of congregation
- Location avoids access barriers e.g. major roads with no pedestrian crossing.

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Commented [DB34]: Reflects changes to Schedule 2. Pro a neighbourhood park in existing urban areas is unlikely due t land requirement. Pocket parks are a more realistic solution.

Commented [DB35]: Needs to be a bigger focus on proshade within parks.

- · Minimum two road frontages
- Flat topography
- Minimum of one flat 30m by 30m "kick around" play space.
- Avoid narrow access points
- Adjoins natural areas or green infrastructure where possible and appropriate
- · Optimises natural features/characteristics
- Interface with adjacent residential properties enables good passive surveillance i.e. low and/or permeable fencing.



Poor outcome with poor road frontage, zero passive surveillance from public space, and limited narrow entrance points.



This example demonstrates excellent road frontage, and internal and external connectivity.

Community Parks

Community Parks are larger multi-functional open spaces providing informal recreation, socialising and event space for the wider community while providing a neighbourhood function to its surrounding residents. They can also accommodate sports fields and facilities for organised recreation.

- Provided within residential areas and collocated with community nodes/suburban centres where appropriate
- Size and shape capable of accommodating user groups with a variety of spatial needs
- Minimum two road frontages
- Mostly flat with opportunities for slight variation in terrain, provided that multiple flat kickaround spaces are achievable.
- Integration with natural features including gullies and the river where possible
- Outdoor space capable of accommodating community events
- Adjoins natural areas or green infrastructure where possible and appropriate

Sports Fields and Facilities

Sports fields and facilities provide for the organised sporting needs of the local and city-wide communities of Hamilton.

- Sports fields and facilities in greenfield areas to be provided as part of community parks or destination parks, with multifunctionality and adaptability as key functions.
- Land area required for sports fields and facilities will be determined by demand projections and feasibility assessments.
- Parks with a sports field function are to be configured to efficiently accommodate the field and facility requirements
 Generally a minimum of four fields per park to ensure efficient distribution and on-going
- Generally a minimum of four fields per park to ensure efficient distribution and on-going management of fields across the network
- Sports fields are appropriately oriented in relation to sunlight

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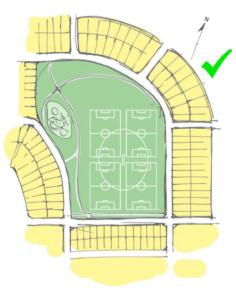
Commented [DB36]: Provides for larger overall space

- Outdoor space capable of accommodating informal recreation features
- Generally flat topography, prior to any modification, to enable cost-efficient development of fields

Minimum two road frontages

Commented [DB37]: Sport parks should be repurposed provide informal recreation.

Commented [DB38]: Need to be accessible and to provi



This indicative example demonstrates good configuration of sports fields in relation to sunlight, in an efficient layout, where the remainder of the open space could provide for a community function.

Destination Parks

Destination parks provide a unique experience not found elsewhere within the open space network. They provide a range of high-quality recreational facilities/activities while preserving unique landscapes and open spaces. Destination parks may also provide a neighbourhood and /or community park function to surrounding residents.

- Should be considered where there are existing landscape and natural features which have cultural or historic value and offer recreational opportunities unique to the city.
- The size, shape and layout of destination open spaces should be configured to capture the value of the area
- Maximise road frontage

Natural Areas

Natural open spaces are set aside for the preservation of significant natural resources, remnant landscapes, open space and visual aesthetics/buffering.

- Configured to adequately capture the naturally significant area, including areas requiring future restoration and management.
- Provides a high degree of pedestrian permeability
- Much of Hamilton's natural area is gully, which require open space buffers along the top of their banks to prevent privatisation of gully edges and improve:
 - Public surveillance
 - legibility
 - o Improve access
- This can also be achieved through aligning the road network with gullies

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Esplanade Reserve

Esplanade reserves facilitate provision of public access, management of natural hazards, and the protection of the natural character of riparian margins.

- A minimum 20m wide esplanade reserve along river, lakes and streams required in accordance with Resource Management Act and District Plan
- Further land, additional to the 20m where considered appropriate/necessary

Linear Parks and Park Connections

Provide contiguous networks of open space and buffering between incompatible land uses.

- Linear parks generally a minimum of 20m in width.
- Park connections provide access points to and between larger open spaces and are a minimum 5m in width.

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Document Number	D-2671669
Associated documents:	
Sponsor/Group:	General Manager Community

Open Space Provision Policy

Purpose and scope

- 1. To guide Council in its strategic planning and investment decisions on open space provision.
- To guide Council in its decision-making processes on opportunities to acquire, or dispose of, open space.
- 3. To guide open space provision in Council plans and policies, or specific development projects.

Principles

- 4. Council's open space provision will consider the needs of current and future residents.
- 5. Council's strategic planning and investment decisions will be well-informed and respond to growth and demand;
- 6. Council will apply consistent decision-making regarding requirements on the development community to set aside land for open space;
- 7. Council will enable the delivery of a high-quality open space network that:
 - a. Is well-distributed and well-connected to service communities;
 - b. Is functional and designed to support the community's formal and informal recreation needs:
 - c. Protects, maintains and enhances Hamilton's ecological, cultural and heritage values; and
 - d. Responds to local contexts.
- 8. Council will work to partner with other open space providers such as schools and tertiary education providers on opportunities to efficiently deliver open space.
- 9. Council will ensure open space provision is funded fairly and equitably between the development community, and ratepayers.
- 10. Council will endeavour to distribute open space equitably for all of Hamilton's residents.

Definitions

Definition	Detail
Existing	The area within Hamilton where urban development has occurred.
urban area	
Greenfield	Undeveloped rural land within Hamilton where urban development has yet to
area	occur.
Emerging	Unplanned and out-of-sequence urban development areas outside of Hamilton's
Areas	District boundary.
High Density	Areas with the following Zoning under the Hamilton City District Plan:
Residential	High Density Residential Zone
Area	Central City Zone
Medium	Areas with the following zoning under the Hamilton City District Plan:
Density	Medium Density Residential Zone

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Residential Area	
Hamilton	The jurisdictional area of Hamilton City Council.
LGA	Local Government Act 2002.
Open Space	Council owned and/or administered land set aside primarily for recreation, sports, nature conservation, passive outdoor enjoyment and public gatherings. This includes public parks, gardens, reserves, Waikato River esplanade and gully network, and publicly owned forecourts and squares. This includes open space land that is leased. For the purposes of this policy "open space" does not include: • Cemeteries • Council facilities e.g. Stadiums, Claudelands Event Centre, Zoo and Museum. • Pedestrian access-ways (road to road) • Green infrastructure – land that primarily accommodates public utilities, for the most part stormwater management and treatment facilities that mimics a natural environment.
Council	Hamilton City Council
Walking distance	Walkable catchment measured from any publicly accessible park entry, along the publicly accessible walking route. Cover the actual distance walked, not the linear (aerial) distance.

Background

- 11. The LGA specifies reserves, recreational and community amenities as core services the Council should have particular regard to in performing its role.
- 12. The provision of open space provides our communities with places to take part in formal and informal recreational activities.
- 13. Open space provides for biodiversity protection and enhancement opportunities which contribute to the Council's role in giving effect to Council's Nature in the City Strategy, the Waikato Regional Policy Statement and Te Ture Whaimana o Te Awa o Waikato. Hamilton's open space network provides for a range of functions outlined in Schedule 2 of the policy.
- 14. Hamilton's residential areas are expanding to the existing city boundaries, into the Rototuna, Peacocke, Ruakaura and Rotokauri growth cells. It is also anticipated the city's boundary will be extended to incorporate new greenfield land in the future (emerging areas).
- 15. Residential density within Hamilton's existing urban area has increased significantly in recent years and density is expected to increase further in the future.
- 16. As new residential areas are developed and densities within the existing urbans areas increase, clear open space provision guidelines help to ensure the open space needs of residents are met, and that open space provision is appropriate and adequate.

Policy

- 17. The policy applies to open space provision in Hamilton's existing urban area, greenfield areas and emerging areas.
- 18. Council will make decisions in relation to open space (strategic planning and investment, and acquisition or disposal of open space) in accordance with the requirements set out in Schedule 1 of the policy, and the requirements of those additional schedules where referenced in Schedule 1.

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- 19. Council will seek to recover the costs of providing open space associated with growth through development contribution and financial contribution charges in accordance with Council Policy's and the LGA.In contexts where development contributions for the provision of open space do not apply, the Council will determine whether there is an appropriate alternative funding mechanism to deliver open space in accordance with the process set out in Schedule 4 of the policy.
- 20. Where the provision of open space requires the Council to purchase land, this will be subject to available budget approved by Council.
- 21. Council will seek opportunities to acquire park land early within greenfield areas and emerging areas where possible to reduce costs to the ratepayer and development community.
- 22. Council will only consider disposal of open space land when it has been clearly established that the land is surplus, and disposal would result in a clear benefit to the wider open space network and the open space needs of Hamilton residents.
- 23. Any proposed disposal of land will follow relevant council and legislative process including the Reserves Act 1977, and LGA.
- 24. The Council's decision making under this policy will be made in accordance with the requirements of Part 6 of the LGA.

Monitoring and implementation

- 25. Implementation of the policy will be monitored by the General Manager Community.
- 26. The policy will be reviewed in response to any issues that may arise, every three years, at the request of the Council or in response to changed legislative and statutory requirements (whichever occurs first).



SCHEDULE 1 – APPLYING THE POLICY

Who uses the policy and what is its intended use?

User	Intended use		
Development community and related practitioners	 To inform preparation of master plans, concept plans and subdivision plans for development. To understand Council's expectation for open space provision as part of development. 		
Council and Council staff	 To inform strategic planning and guide Council's investment and funding decision-making. To inform the preparation of plans and policies. To guide assessment of acquisition and disposal of land for open space. 		

Applying the policy

Development community and related practitioners		
When	Process	
Determining open	• Identify Council's requirements for open space using Schedule 2 .	
space requirements	 Illustrate integration with the existing open space network, and 	
what type, how much and where	where relevant, provides for open space in accordance with this policy.	
	 Proposals will be assessed against Schedule 3. 	
	 Design assessed against Open Space Configuration Design Guidelines set out in Schedule 5 and Councils Open Space Strategy 2023. 	

Council and Council staff		
When	Process	
Planning for open space provision as the city grows	 Open space provision as the city grows will be guided by the requirements for open space set out in Schedule 2. Planning for the open space network will inform the funding requirements under Council's 10-Year Plan. 	
Council investment and funding decision- making	The priorities and considerations set out in Schedule 4 provide a framework for funding decisions, particularly on one-off opportunities to purchase land for open space.	
Preparing plans and policies	The principles of the Policy inform plan and policy development where relevant to open space provision.	
Assessing opportunities to acquire land for open space	Opportunities assessed as set out in Schedule 3 . To assess quality of land for open space purposes, assess against Open Space Configuration Design Guidelines set out in Schedule 5 . Schedule 4 will guide determining prioritisation of an acquisition opportunity, and for any funding requirements.	
Assessing requests for the sale of existing open space.	 The disposal of existing open space will be assessed against Schedule 3. Any disposal of open space is required to follow relevant process as prescribed by the LGA or Reserves Act. 	





SCHEDULE 2 – OPEN SPACE PROVISION GUIDELINES

Purpose

These guidelines provide metrics establishing a base level of functionality and associated land provision needed for a high-quality open space network.

The development of the guidelines has been informed by current provision levels across the city, best practice guidance and benchmarking against other New Zealand and international cities.

Where the District Plan, or any of Council's strategies or plans provide direction on open space provision, this policy should be used to further validate and clarify the open space provision requirements.

Table and Key

The following table sets out open space by park type and function to:

- establish the anticipated size, features, and distribution of future open spaces in greenfield areas
- guide assessment of the adequacy of open space provision in existing urban areas

Key

Term	Meaning	Considerations when using the guidelines
Туре	The type of open space.	
Function	The key deliverable each open space provides for the required function/s.	
Size	The size of each open space including any typical or minimum size.	 The size of each open space will vary and be informed by the intended functionality of the park. Minimum sizes (where applicable) must be met, unless: The reduction in size is necessary, minor and does not impact functionality. to ensure optimal configuration and useability Any increase in minimum size should be relatively minor (e.g. <10%). Where multiple functions are required within an open space area, the total area will be informed by a design illustrating that the various functions can be provided without being detrimental to any other function, particularly the primary function.

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Provision	The provision of open space required to establish a base-level of open	 Quantitative measures for 	or some types of open spa	ace are provided.		
target	space for a high-quality and accessible open space network.	 For those determined by local context the guidelines provide direction of the matters that require consideration when determining open space provision requirements. The provision of neighbourhood and community parks is based on walking distance. To understand any requirement for neighbourhood ocommunity park provision for greenfield development (where stree layout and off-road connections are yet to be established), the following distances apply: 				
			Walking distance	As a radial distance		
		Neighbourhood Park	All high and medium density residential areas - 400m	300m		
			All other residential areas - 500m	375m		
		Community Park	All high and medium density residential areas - 1,200m	800m		
			All other residential areas - 1500m	1125m		
Further considerations in lieu of provision target	Matters to be considered where an open space does not outline a specific provision target or size requirement.					
Location	The areas of the city where particular types of open space are anticipated to be provided (by land use e.g. residential).					
Indicative	The features and amenities typically found in each type of open space.					
features						

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Provision guidelines table

Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
Pocket Park	Small informal recreation and socialising spaces which cater to nearby residents, and improve connectivity and visual amenity of residential neighbourhoods	Typically between 0.1 to 0.3ha	No provision target Provided as part of resource consent by voluntary agreement at no cost to the Council; or provided by Council where appropriate. In addition to requirements for neighbourhood parks	Is there a greater level of residential density anticipated that justifies the provision of a pocket park? Will the proposed pocket park fill a neighbourhood park provision gap within an existing urban area?	Existing urban areas where there is a neighbourhood park provision gap. Residential areas, particularly those areas identified for increased residential density (excludes large lot >2000m2 residential developments) Central City	 Trees, landscaping and gardens Furniture including seating and bins Hard surface and/or lawn areas May provide basic playgrounds/play features or hardcourts. Examples Junction Park Cobblestone Park, Wellington
Civic Spaces	Spaces for meeting, socialising, play and events	Size dependent on context Minimum of 0.1ha	No provision target Provided as part of resource consent by voluntary agreement at no cost to the Council; or provided by Council where appropriate. In addition to requirements for neighbourhood parks.	Is public space required in addition to an existing or proposed retail/commercial area? Does the size and scale respond appropriately to the scale and context of the area?	 Central City, and suburban town/retail centres Proximate to main civic amenities/ destinations 	 Trees, landscaping and gardens Furniture including seating and bins Hard surfaced urban space May provide for public art May provide basic playgrounds/play features or hardcourts.

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
Neighbourhood Park	Basic informal recreation and socialising space within easy walking	0.5ha	All Medium and High- Density Residential Areas Minimum of one park	N/A	 Residential areas (excludes large lot >2000m2 residential 	Examples Garden Place Embassy Park (Riff Raff) Federal Square, Auckland Lumsden Green, Auckland Trees, landscaping and gardens Provide basic facilities and
	distance for surrounding residents Improve connectivity and visual amenity of		within 400m walking distance of all residential households All other Residential Areas Minimum of one park		developments)	furniture including seating, bins and walkways Minimum flat 30m by 30m kickaround play space May provide basic
	residential neighbourhoods		within 500m walking distance of all residential households			playgrounds/play features or hardcourts. May provide restored or remnant native vegetation
						<u>Examples</u>

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
						 Moonlight Drive Reserve
Community Park	Larger multi- function parks that provide informal recreation, socialising and event space for the wider community Can also accommodate sports fields and facilities for organised recreation Provides a neighbourhood park function to surrounding residents	Minimum size of 3ha 7ha+ in size when providing for sports fields	All medium and high-density residential areas One Park within 1,200m walking distance of all residential households All other residential areas One park within 1,500m walking distance of all residential households	N/A	Residential areas (excludes large lot >2000m2 residential developments)	 Trees, landscaping and gardens. Provide multiple facilities and furniture including toilets, picnic and BBQ areas, seating, bins and walkways. Multiple flat 30m by 30m kickaround play spaces. Outdoor space for community events. Sports fields and facilities for organised recreation. Car parking where required. May provide bespoke destination playgrounds/play features, skate spaces or hardcourts

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
						 Potential location for community facilities May provide restored or remnant native vegetation
						 Examples Days Park Melville Park Steele Park Claudelands Park
Sport Park	Primarily provide for organised sport for local and city-wide communities. Can also accommodate informal recreation/play activities	Usually a minimum additional 4ha required in conjunction with a community park	Land area required for sport fields and facilities will be determined by demand projections based on population projections, sport and recreation trends, and participation numbers. Minimum 4 full-sized	What are the number of dwellings, population or demand projections resulting from the proposed development? Is there existing provision of land for sports fields and facilities to meet any	Residential areas (excludes large lot >2000m2 residential developments Sports fields and facilities in greenfield areas are proposed to be provided as part of community parks or destination parks, not	 Sports fields and facilities for organised recreation May include floodlighting Basic playgrounds/play features, skate spaces or hardcourts
	Can provide a neighbourhood/ community park function to surrounding residents		fields per park is considered an efficient and optimal outcome for field distribution across the city	demand resulting from the demand proposed development?	as standalone parks	 Provide restored or remnant native vegetation Examples Jansen Park

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
Destination Park	Provide a unique experience not found elsewhere within the open space network, with values, features and facilities that attract a large number of users A range of high-quality recreational and community facilities and activities serving City residents and visitors May provide a neighbourhood park and/or community park function to surrounding residents	Variable	No provision target Determined by local context and character	Is there a unique landscape feature, or an opportunity to provide a unique park experience in an area of the city where there are no Destination Parks	Residential areas (excludes large lot >2000m2 residential developments) Location of future destination parks in growth areas will be identified as part of structure plan or master planning processes Delivery of any additional destination parks within the existing urban area will involve the development of existing open space identified through the network planning process	 Galloway Park Trees, landscaping and gardens Provide facilities and furniture including picnic and BBQ areas, seating, bins and walkways Outdoor space for community events Car parking May provide largescale play features skate spaces and hardcourts Specialised sport and recreation facilities Potential location for community facilities Distinct natural, heritage or cultura features
	Provide for community-based recreational needs, as well as					Examples Hamilton Gardens Ferrybank

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	preserving unique landscapes and open spaces					Hamilton Lake Domain
Natural Area	Open space for preservation of significant natural resources, enhancement of biodiversity values, remnant landscapes, open space, and visual aesthetics/buffering Does not provide neighbourhood park function, but may connect to neighbourhood park	Variable	Council will seek to acquire natural areas of high ecological and biodiversity value.	Is there significant natural, ecological or biodiversity value? Is it identified as strategic land necessary to achieve 10% native vegetation cover in Hamilton. Is there significant cultural or historic value?	Identified at the time of master plan and structure plan preparation, and subdivision. Existing District Plan provisions identify areas of ecological significance, which may benefit from public ownership	 Generally restored or remnant native vegetation Provide basic facilities and furniture including seating, bins and walkways May provide interpretation signage Examples Gully networks Managakotukutuku Kirikiriroa Te Awa o Katapaki Whatukoruru Pa site
Esplanade Reserve	Provide for connected networks of open space and access to riparian margins Enable management of	Minimum 20m in width from the edge of a qualifying waterbody	A minimum 20m wide esplanade reserve along rivers, lakes and streams in accordance with Resource	Any deviation from the 20m requirement along qualifying rivers, lakes and streams – including any proposed reduction or necessary increase – will be considered to ensure	All riparian margins of qualifying rivers, lakes and streams	 Trees, landscaping and gardens Provide basic facilities and furniture including seating, bins and walkways

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	natural hazards, and the protection of the natural character of riparian margins		Management Act 1991 provisions	adequate access and ability to give effect to the intended function of the esplanade reserve. Council retains discretion as to whether any dispensation on the 20m requirement is supported Land in addition to the minimum 20m width will be considered as part of network plans, and will be determined by local context		 May provide interpretation signage Examples Waikato River Esplanade Lake Rotoroa Esplanade
Linear Parks	Provide active transport corridors for off-road walking and cycling Can act as greenbelt or buffer between different land use activities Can also accommodate informal	Minimum 20m width.	No provision target Provision depends on characteristics of an area	•	All areas of the city where applicable	 Trees, landscaping and gardens Provide basic facilities and furniture including seating, bins and walkways May provide interpretation signage May provide play features

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Туре	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	recreation/play activities Can provides a neighbourhood park function to surrounding residents					Examples: • Rototuna North Linear Reserve
Park connections	Provide pedestrian and cycling access to an open space from roads or other open spaces	Minimum 5m width	Provided as part of resource consent by voluntary agreement at no cost to Council. Provided by Council when opportunities arise and where appropriate to improve accessibility to existing parks.	For existing parks, does it lack accessibility? Will the provision of a park connection reduce the walking distance for residents to the park and help achieve provision targets?	All areas of the city where applicable	 Trees and landscaping Walkways

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SCHEDULE 3 - OPEN SPACE PROVISION ASSESSMENT CRITERIA

Purpose

To guide Council's assessment and decision making in a consistent manner which reflects the principles of the policy.

Application

1. Assessment criteria – preparation of urban development plans

The following table outlines how opportunities will be assessed:

Assessment criteria	Consideration
Quantity of open space	 Do the plans show the proposed open space network, including types, location, and size of each open space (clearly identifying area allocated by primary function)? Does the proposal adequately provide for open space in accordance with the Provision Guidelines in Schedule 2? Is land required to: Meet a provision target, Meet an identified need based on population trends and demographics of the community, Create or enhance an ecologically significant area Responsd to the local character of the subject site?
Quality of open space	 Does the proposed open space adequately reflect the Open Space Configuration Design Guidelines set out in Schedule 5?
Delivery of open space	 What is the proposed approach to funding and implementation? Are there any other open space providers the Council can partner with?

2. Assessment criteria – opportunities to acquire land for open space

The following is to inform Council's decision-making on opportunities arising to acquire land for open space provision. This includes the assessment of open space provision requirements of subdivision developments received by the Council in its regulatory role.

The following table outlines how opportunities will be assessed:

Assessment criteria	Consideration
Quantity of open space Is open space required to meet an existing or forecast demand?	 Does the proposal adequately provide for open space in accordance with the Provision Guidelines in Schedule 2? Is land required to meet a provision target, identified need based on population trends and demographics of the community, or in response to the local character of the subject site?

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Is the land identified in the District Plan, Structure plan, or any other Council strategy or plan? Is land required to address a gap in the open space network (as identified by Council)? Does the land improve connectivity and accessibility of open space in the existing urban area? Would the land improve or enhance the open space network over and above provision targets, or an identified need based on population trends and demographics of the community? Quality of open space Does the proposed open space adequately Does the open space meet the required reflect the Open Space Configuration Design functionality? Guidelines set out in Schedule 5? Does the land allow for optimally located, configured and well-designed open spaces as directed by the Open Space Configuration Guidelines set out in Schedule Are there any flooding, erosion or geotechnical issues that may impact the development and on-going management and maintenance of the proposed open space? Is there existing or planned non-park infrastructure that may impact the functionality of the park? How does the open space contribute towards improving biodiversity/ecosystem connectivity? Delivery of open space What is the proposed approach to funding Cost to council, and available budget and implementation? Are there any other open space providers Council can partner with? Is there available budget within the Council's 10-Year Plan, or will the land be delivered through an alternative mechanism? What is the cost to the Council (including staff time) of acquisition? What are the on-going costs for owning and maintaining the open space?

3. Assessment criteria – requests to dispose of open space land

The Council is required to comply with a number of legislative requirements (including consultation requirements) that apply to the sale of open space land and assets, which will determine the process prior to any Council decision to dispose of open space.

When proposals to dispose of existing open space are received, the Council will consider whether:

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- The land is surplus. Does it currently, or could it in future, provide an open space function to meet the needs of the community?
- The land is poorly positioned. Does the land have poor accessibility, and does it lack visibility impacting on its usability to the surrounding community?
- The land is held under the Reserves Act 1977, and whether it is included in a reserve management plan approved under the Act.
- The disposal of the land would adversely affect the function, or configuration of an existing open space, or the wider open space network.
- The disposal would result in a clear benefit to the wider open space network and the communities open space needs, including any opportunity to utilise any proceeds of sale to improve open space provision.
- There would be any financial benefit to the community of disposing of the land, including the cost of the disposal process?

Proposals to dispose of land clearly identifying the merits of disposal based on the above considerations will be presented to elected members for decision-making.



SCHEDULE 4 - COUNCIL FUNDING AND INVESTMENT

Purpose

To outline how Council's strategic investment and funding decisions for open space provision will be guided by this policy, as a framework to inform funding priorities.

1. Priorities for open space investment and funding

Council's decision-making regarding open space provision will be prioritised differently for existing urban areas, greenfield areas and emerging areas. This is mainly due to challenges in providing additional land for open space in existing urban areas including cost of land, small lot sizes, and fragmented ownership.

When considering open space investment and funding the Council will prioritise the following:

Area of city	Priorities
Existing urban area	 a. Improving the existing open space network before considering purchase of additional land.
	 Optimising existing open space through reconfiguration, upgrades and development.
	 Improving accessibility and connectivity to existing open space through alterations to the surrounding pedestrian network.
	 d. Utilising other Council land (such as stormwater management areas and road corridors) to provide a neighbourhood park function.
	 Establishing agreements with other open space providers such as schools and universities to formalise and develop shared public use.
	f. Efficiently managing and using existing open space and facilities, particularly for organised sport, through working with user groups on how they use open space.
	g. Acquiring land parcels of a suitable size to accommodate parks in areas where the provision targets in Schedule 2 cannot be met through the abovementioned priorities and acquisition opportunities arise.
Greenfield	 a. Provide open space land to meet the provision targets in Schedule 2 to and ensure open space is developed as residential neighbourhoods are established.
	 b. Seek opportunities to leverage investment in open space with the other Council, non-council infrastructure, and community facilities.

2. Council purchase of land

Where the provision of open space requires the Council to purchase land, this will be subject to available budget as approved by Council.

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Following Council's delegation for land purchase, any open space provision requiring Council funding will be presented to Elected Members, or the Chief Executive, for approval.



When considering opportunities to purchase land requiring Council funding, the Council's decision-making will be informed by the following:

Criteria	Priority
Land required to meet a provision target, and/or identified population-based trends or demographics of the community.	High
Land identified in the District Plan, a Structure Plan, or any other Council strategy or plan.	High
Land required to address a gap in the open space network (as identified by the Council).	High
Land that improves connectivity and accessibility of open space in the existing urban area	Medium
Land that would improve or enhance the open space network over and above provision targets, or an identified need based on population and demographics trends in the community.	Low

3. How Council will fund open space provision

The following table outlines the mechanisms Council uses to deliver open space:

Funding mechanism	Use
Development Contributions	a. Council will seek to largely recover the costs of providing open space and enhancing existing open space associated with growth through development contribution charges, in alignment with the reserve contribution provisions in Council's Development Contributions Policy and the Local Government Act 2002.
	 b. Council will require the relevant development contribution for reserves as a cash contribution, as opposed to land, however will consider land in lieu of a contribution when the land adequately provides for an identified need in accordance with this policy. c. This approach to funding open space land acquisition and development helps to ensure the costs of open space
	provision equitably fall to those who cause and benefit from open space provision. It also allows for those land owners who provide land benefitting the wider community to be fairly compensated.
Financial contributions	d. In accordance with the RMA financial contributions will be considered in situations where development contributions for the same purpose do not apply, and the vesting of land is required to mitigate adverse effects from the development. Particularly relevant where the vesting of land to protect natural resources is required to mitigate adverse effects from development.

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Private developer agreements	e.	Council will also consider alternative funding mechanisms such as private developer agreements, particularly in relation to large scale developments, to deliver optimal open space outcomes for the community.
Gifting	f.	Offers to gift land for open space will be considered against the Schedule 2 Assessment Criteria.
Rates	g.	Due to cause and benefit assumptions of open space provision, there is generally a component of funding for land purchase and development attributed to a general rate.
Proceeds from the disposal of reserve land	h.	Any proceeds from the disposal of open space will be used to fund improvements to the open space network in accordance with relevant legislative obligations.

SCHEDULE 5 – OPEN SPACE CONFIGURATION DESIGN GUIDELINES

These Open Space Configuration Design Guidelines have been prepared as a schedule of the Open Space Provision Policy to provide direction to Council and the development community (and any related practitioners) when embarking on the initial concept design for open spaces. When looking at subdivision layout refer to the Subdivision Design Guide in the Hamilton City Council Operative District Plan and read with these guidelines.

These Guidelines focus on the location and configuration of open space to meet the requirements of the specific open space functions provided as part of the network as outlined in **Schedule 2**. These Guidelines are not intended as comprehensive open space design guidelines; the finer details around technical specifications, plant species etc, will be worked through at the detailed design stage.

The Guidelines are separated into two sections:

- The first section identifies the qualities that should be demonstrated across all open spaces regardless of function, although there will be varying levels to which they apply.
- The second section identifies the key elements required to the delivery each specific open space function.

Council's Parks and Recreation unit is responsible for approving the design and development of new parks.

1. Key design considerations for all open spaces

The following location, configuration and design considerations should be demonstrated across all open spaces.

General Considerations	Details
Safety	 Adherence to Crime Prevention Through Environmental Design (CPTED) principles (Refer Ministry for the Environment's National guidelines for crime prevention through environmental design in New Zealand). Safety of all users (i.e. access to, internal configuration, slope) Public/private interface designed to achieve good definition of open space while maintaining surveillance and interaction Spaces foster good internal visibility Location of/ability to accommodate internal infrastructure (e.g. lighting, seating, play spaces etc)
Connectivity	 Internal circulation and movement of users Connection to broader open space network Visual connections Access to multiple transport options Avoids barriers to pedestrian access Integration with green infrastructure (such as stormwater management areas) where appropriate
Context/Character	 Responds to the character of the site and surrounding local context Creates a sense of place and identity Recognise any significant historic, archaeological and ecological values Takes advantage of views Preserves significant trees, vegetation and other natural ecosystems Topography appropriate to function

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Environment	 Incorporation of low impact urban design principles Protection from or minimisation of climate conditions (e.g. windy, exposed sites, access to sunlight and shading) Enable protection and enhancement of significant natural features and significant natural areas
Amenity	Amenity landscapingFacilitate passive and active recreation
Functionality	 Open spaces should be configured to meet their intended functions Able to accommodate intended features and facilities (such as play spaces, sports fields, car parking)
Accessibility	- All open spaces should provide optimal accessibility for all users.

2. Key design considerations by open space function

The following key design considerations by function are supplementary to those above.

Pocket Parks

Pocket parks provide small informal recreation and socialising spaces which serve their immediate population.

- Appropriate in central city, and residential areas particularly those areas identified for greater residential density than the general residential zone and parts of the existing urban area that do not meet the neighbourhood park provision targets in Schedule 2.
- Configuration is relatively square in shape e.g. avoiding long skinny spaces
- Site configured to optimise sunlight as well as providing for shaded areas. Minimum two road frontages
- Good passive surveillance is achieved due to the size of the open space
- · Located where high pedestrian activity is anticipated
- Topography should be flat

Civic Spaces

Civic spaces are public environments which leverage off surrounding activities and destinations such as retail/commercial centres, and community hubs.

- Located in Hamilton's central city, and suburban retail centres
- Configuration is relatively evenly proportioned e.g. avoiding long skinny spaces
- · Co-located with retail and community facilities/activity
- Open configuration to provide for flexible use of space
- Access to sunlight and shade, and configured to optimise sunlight through orientation of space
- Active edges with adjacent properties (e.g. retail/commercial activity opening up to the space.

Neighbourhood Parks

Neighbourhood Parks provide basic informal recreation and socialising spaces within easy walking distance for surrounding residents, while improving connectivity and visual amenity of residential neighbourhoods.

- Centrally located within residential development and or the natural point of congregation
- Location avoids access barriers e.g. major roads with no pedestrian crossing.
- Minimum two road frontages
- Flat topography

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- Minimum of one flat 30m by 30m "kick around" play space.
- Avoid narrow access points
- Adjoins natural areas or green infrastructure where possible and appropriate
- Optimises natural features/characteristics
- Interface with adjacent residential properties enables good passive surveillance i.e. low and/or permeable fencing.



Poor outcome with poor road frontage, zero passive surveillance from public space, and limited narrow entrance points.



This example demonstrates excellent road frontage, and internal and external connectivity.

Community Parks

Community Parks are larger multi-functional open spaces providing informal recreation, socialising and event space for the wider community while providing a neighbourhood function to its surrounding residents. They can also accommodate sports fields and facilities for organised recreation.

- Provided within residential areas and collocated with community nodes/suburban centres where appropriate
- Size and shape capable of accommodating user groups with a variety of spatial needs
- Minimum two road frontages
- Mostly flat with opportunities for slight variation in terrain, provided that multiple flat kickaround spaces are achievable.
- Integration with natural features including gullies and the river where possible
- Outdoor space capable of accommodating community events
- Adjoins natural areas or green infrastructure where possible and appropriate

Sports Fields and Facilities

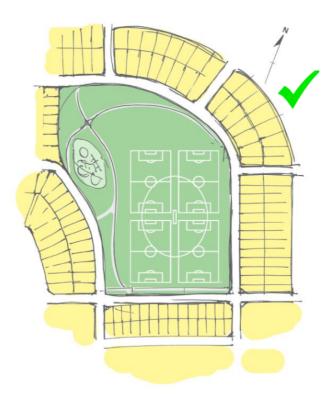
Sports fields and facilities provide for the organised sporting needs of the local and city-wide communities of Hamilton.

- Sports fields and facilities in greenfield areas to be provided as part of community parks or destination parks, with multifunctionality and adaptability as key functions.
- Land area required for sports fields and facilities will be determined by demand projections and feasibility assessments.
- Parks with a sports field function are to be configured to efficiently accommodate the field and facility requirements
- Generally a minimum of four fields per park to ensure efficient distribution and on-going management of fields across the network
- Sports fields are appropriately oriented in relation to sunlight
- Outdoor space capable of accommodating informal recreation features





- Generally flat topography, prior to any modification, to enable cost-efficient development of fields.
- Minimum two road frontages



This indicative example demonstrates good configuration of sports fields in relation to sunlight, in an efficient layout, where the remainder of the open space could provide for a community function.

Destination Parks

Destination parks provide a unique experience not found elsewhere within the open space network. They provide a range of high-quality recreational facilities/activities while preserving unique landscapes and open spaces. Destination parks may also provide a neighbourhood and /or community park function to surrounding residents.

- Should be considered where there are existing landscape and natural features which have cultural or historic value and offer recreational opportunities unique to the city.
- The size, shape and layout of destination open spaces should be configured to capture the value of the area
- Maximise road frontage

Natural Areas

Natural open spaces are set aside for the preservation of significant natural resources, remnant landscapes, open space and visual aesthetics/buffering.

- Configured to adequately capture the naturally significant area, including areas requiring future restoration and management.
- Provides a high degree of pedestrian permeability
- Much of Hamilton's natural area is gully, which require open space buffers along the top of their banks to prevent privatisation of gully edges and improve:
 - Public surveillance
 - legibility
 - o Improve access
- · This can also be achieved through aligning the road network with gullies

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Poor accessibility and public surveillance of reserve due to privatisation of reserve boundary.



Good example of public buffer provided along the top of gully to ensure it is a legible, accessible environment.

Esplanade Reserve

Esplanade reserves facilitate provision of public access, management of natural hazards, and the protection of the natural character of riparian margins.

- A minimum 20m wide esplanade reserve along river, lakes and streams required in accordance with Resource Management Act and District Plan
- Further land, additional to the 20m where considered appropriate/necessary

Linear Parks and Park Connections

Provide contiguous networks of open space and buffering between incompatible land uses.

- Linear parks generally a minimum of 20m in width.
- Park connections provide access points to and between larger open spaces and are a minimum 5m in width.

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Council Report

Committee: Community and Natural **Date:** 10 August 2023

Environment Committee

Author: Narelle Waite **Authoriser:** Helen Paki

Position: Strategy and Policy Advisor **Position:** General Manager Customer

and Community

Report Name: Cemeteries and Crematorium Bylaw - approval to consult

Report Status	Open
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Purpose - Take

- 1. To inform the Community and Natural Environment Committee on the progress of the Cemeteries and Crematorium review and the opportunities identified.
- 2. To seek approval from the Community and Natural Environment Committee for the draft Statement of Proposal and to commence public consultation.

Staff Recommendation - Tuutohu-aa-kaimahi

- 2. That the Community and Natural Environment Committee:
 - a) receives the report;
 - b) approves the draft Statement of Proposal (Attachment 1); and
 - c) approves the draft Cemeteries and Crematorium Bylaw (Attachment 2) for consultation from 23 August 2023 to 20 September 2023.

Executive Summary - Whakaraapopototanga matua

- 3. The Cemeteries and Crematorium Bylaw 2012 (the Bylaw) is currently under review following Council's determination that the Bylaw remains the most appropriate method of managing Council's cemeteries and crematorium.
- 4. Staff have identified that the Bylaw is largely fit-for-purpose, however minor amendments have been identified for improvement.
- 5. The proposed amendments reflect the feedback from Council staff, key stakeholders and partners.
- 6. Council is required by legislation to consult with the public on review of a bylaw. Staff are requesting approval from the Committee to consult the public on the proposal to keep the Bylaw with minor amendments (**Option 1**).
- 7. Staff consider the decision in this report has low significance and that the recommendations comply with Council's legal requirements.

Background - Koorero whaimaarama

- 8. The purpose of the Cemeteries and Crematorium Bylaw 2012 (the Bylaw) is to enable Council to set fees, control and set standards for the operation of cemeteries and crematoria within the boundaries covered by Council's responsibility or ownership.
- 9. The Bylaw was last reviewed in 2012. The previous review of the Bylaw introduced natural burials and made other minor amendments for clarity.
- 10. Legislation requires that the Bylaw be reviewed every 10 years. The Bylaw is currently within a 2-year grace period to complete the review. The review must be completed by 5 July 2024 or it will be revoked as required by the Local Government Act 2002 (LGA).
- 11. A determination report was brought to the Community and Natural Environment Committee of 16 February 2023. The Committee recommended to the Council that the Bylaw is the most appropriate means of addressing issues relating to the management of cemeteries and crematoria under the control of the Council.
- 12. The <u>Council resolved</u> that the Bylaw was the most appropriate method of addressing these issues as required by s155 of the LGA, enabling staff to commence the review.

Discussion - *Matapaki*

Review process

- 13. Staff have undertaken a review of the Cemeteries and Crematorium Bylaw to assess the effectiveness of the Bylaw and have identified that the exiting Bylaw largely meets our needs for effectively managing our Cemeteries and Crematorium.
- 14. Initial engagement with staff, external stakeholders, and Mana Whenua identified minor improvements that could be made to improve the current bylaw. The proposed changes include:
 - i. changes to make the bylaw more permissive of memorials and tributes while retaining an environment that is welcoming and respectful,
 - ii. changes to better align natural burials to national best practice,
 - iii. changes to align the bylaw with updates in legislation and management practices, and
 - iv. changes to provide clarity.
- 15. A full mark-up of all proposed changes can be viewed in the track changed draft provided as **Attachment 2** of this report.
- 16. The review process so far included conversations with key staff, Mana Whenua, and Elected Members.

Outcomes and opportunities

- 17. The proposed amendments respond to feedback from key staff, external stakeholders, Mana Whenua, and Elected Members during the review process.
- 18. Most changes are minor amendments for accuracy, clarity, and consistency. However, two changes would see small changes to the management of the cemeteries, these are:
 - i. reducing the minimum depth of cover (soil depth) for a grave in the Natural Burials Area; and
 - ii. amending the requirements for monumental materials to be assessed and approved based on the lifespan of the material.

- 19. The proposal for the change to depth of cover is to align with what is emerging as national best practice as natural burials become more popular across the country. Other minor changes concerning the natural burial area are proposed to align with Council's findings of best management practice over the last ten years of offering natural burials.
- 20. The proposed change to which materials are acceptable for use in memorials is in response to concerns from Mana Whenua that cultural practices may be unnecessarily restricted by the current rules.
- 21. The New Zealand Standards for Headstones and cemetery monuments suggest memorial materials should have a minimum predicted service life of 50 years. The proposed amendment to the bylaw would align with this principle and remove the non-exhaustive list of banned materials currently in the bylaw.
- 22. A similar amendment proposing to remove the rule stating tributes to only be floral has also been proposed, this will align the bylaw with existing practices and with the intention to be more permissible of the community's cultural practices.
- 23. The Burial and Cremations Act 1964 (the Act) is currently under review, this review will not be completed before Council's Bylaw review is due. It is expected there will be major changes to the Act and these are likely to affect our future bylaw reviews.
- 24. Staff considered an option to make in-depth changes to the text of the Bylaw to modernise the document. However, considering the ongoing review of the Act and that a rewrite would not better respond to any of the key issues identified in the review, this option was not progressed.

Consultation approach

- 25. Legislation requires that Council consult with the community on the proposed amendments to the Bylaw.
- 26. The amendments to the Bylaw are relatively minor and will have minimal impact on the Community. Staff have therefore identified that the proposed amendments require public consultation in line with section 82 of the LGA.
- 27. Staff are proposing consultation, with the attached statement of proposal and draft bylaw, for a period of 4 weeks.
- 28. Staff are not proposing to hold a hearing on this matter, given the proposed changes are minor. Feedback from the consultation is instead proposed to be brought back to the Community and Natural Environments Committee for deliberation.
- 29. Public consultation will provide an opportunity for us to hear and consider feedback from the wider community on the proposed draft bylaw.

Options

30. Staff have assessed that there is one reasonable and viable option for the Committee to consider. Staff have provided three total options set out in the table below, including those not recommended by staff.

Option 1 (recommended) – approve the draft bylaw for	This option proposes to keep the current bylaw with the proposed amendments.
public consultation	The draft bylaw will be available for formal feedback from the community and other key stakeholders. Council will be provided with feedback for consideration to ensure the review reflects the community needs. The bylaw review will remain on track to be complete

	early 2024.
Option 2 – approve the existing bylaw for consultation (without the proposed amendments)	This option would maintain the current bylaw without any amendments. Not making the proposed amendments would mean that opportunities for improvement identified through the review would not occur.
Option 3 – do nothing (status quo)	The bylaw review will pause, and the bylaw will lapse in July 2024 if no further progress is made. This option would be in contradiction of the determination made by Council that the Bylaw should remain.

- 31. Staff recommend **Option 1**, to approve the draft bylaw with amendments and statement of proposal for consultation.
- 32. **Option 1** is the only option that will ensure the opportunities for improvement identified in the review are advanced to hear the community's thoughts.
- 33. If the recommendation is not approved review of the Bylaw will be delayed and may risk missing the deadline to complete the review. If this deadline is not met the bylaw will be revoked which may leave Council open to risk.

Financial Considerations - Whaiwhakaaro Puutea

34. This is a regular operating activity funded through the Long-Term Plan and is within existing operating budgets.

Legal and Policy Considerations - Whaiwhakaaro-aa-ture

- 35. Staff confirm that the review of the bylaw, complies with Council's legal and policy requirements.
- 36. Staff confirmed that consideration of the appropriate method for consultation was undertaken in accordance with section 156 of the LGA.

Climate Change Impact Statement

- 37. Staff have considered the staff recommendation and determined no adaptation assessment is required due to the proposed recommendation having little to no impact on climate change emissions or the environment.
- 38. Staff have deretermined that there are no impacts on climate change emissions through the proposed draft bylaw and consultation plan.

Wellbeing Considerations - Whaiwhakaaro-aa-oranga tonutanga

- 39. 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').
- 40. 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.
- 41. The recommendations set out in this report are consistent with that purpose.

Social

Item 12

- 42. Reviewing the Cemeteries and Crematorium Bylaw is an opportunity to ensure Council best supports the Social Wellbeing of Hamiltonians by ensuring individuals, family, and whaanau have safe, healthy, and equitable access to farewell and remember loved ones.
- 43. The changes proposed to be more permissible of monuments and tributes are focussed on enabling the diverse members of our community to memorialise their loved ones in a way that suits their values.

Economic

44. Review of the Bylaw will provide opportunity for the community to provide feedback on fees and other costs that can be taken into consideration.

Environmental

45. Cemeteries contribute to environmental wellbeing by ensuring that burials and cremation occur in safe and lawful ways. The bylaw ensures that all options for burial and cremations continue to be safe and protect environmental wellbeing.

Cultural

- 46. A review of the Bylaw provides an opportunity for alignment with He Pou Manawa Ora, and to seek input from Mana Whenua through the engagement period.
- 47. Early engagement with Mana Whenua set the tone for the review by noting that all cemetery and burial kaupapa (topics) be undertaken through a lens of manaakitanga (the process of showing respect, generosity and care for others).
- 48. Cemeteries are inherently culturally sensitive and have a high level of cultural significance across the community. Review of the Cemeteries and Crematorium bylaw provides an opportunity to ensure that cultural wellbeing is being supported through the implementation of the bylaw.

Risks - Tuuraru

- 49. If the staff recommendation is not approved and the consultation process does not begin the Bylaw risks being revoked on 5 July 2024, as per legislative requirements (<u>s160A, LGA</u>).
- 50. Without the Bylaw it will be more difficult to effectively manage processes and protocols at our cemeteries and crematorium. In continuing to have the Bylaw Council will minimise compliance and reputational risk.
- 51. Unmanaged risk can lead to non-compliance with relevant legislation and may result in enforcement action on Council (including prosecution).

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

52. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of recommendation(s) in this report.

Engagement

53. There is a statutory requirement to consult as per legislation outlined below.

54. When amending a bylaw made under the Local Government Act 2002 a local authority must consult (s156, LGA). Staff have considered the impact of the proposed changes and identified that consultation for the Bylaw should give effect to section 82.

Attachments - Ngaa taapirihanga

- Attachment 1 Draft statement of proposal for Cemeteries and Crematorium Bylaw review
- Attachment 2 Draft Hamilton City Cemeteries and Crematorium Bylaw 2012 (amended 202X) with track changes



Cemeteries and Crematorium Bylaw

Statement of Proposal

23 August - 20 September 2023

Hamilton City Council (Council) is seeking feedback on the review of the Cemeteries and Crematorium Bylaw 2012 to meet the requirements of the Local Government Act 2002.

Hamilton City Cemeteries and Crematorium Bylaw review

The purpose of Hamilton City Cemeteries and Crematorium Bylaw 2012 is to set rules to support the management and maintenance of our three <u>cemeteries</u> and crematorium – Hamilton East Cemetery, Hamilton West Cemetery and Hamilton Park Cemetery (Newstead). The Council is seeking feedback on the proposal to make some minor changes to the bylaw.

The proposal includes:

- changes to make the bylaw more permissive of memorials and tributes that allow for greater cultural
 expression while retaining an environment that is welcoming and respectful
- changes to better align natural burials to national best practice
- · changes to align the bylaw with updates in legislation and management practices, or to provide clarity
- amending outdated references.

A tracked change version of the bylaw providing detail on all proposed changes forms part of this statement of proposal.

Why are we reviewing this bylaw?

The Cemeteries and Crematorium Bylaw was first adopted in 2008 and last reviewed in 2012. Council is required by the Local Government Act 2002 to complete this review by July 2024. Regular reviews provide an opportunity for Council to check in with our community on how the Bylaw is working and consider feedback.

On 9 March 2023 <u>Council determined</u> that the bylaw is the most appropriate means of addressing issues relating to the management of cemeteries and crematoria under the control of the Council, under section 155(1) of the Local Government Act.

Why are we proposing these changes?

Council is proposing changes to the bylaw to enable the community to memorialise their loved ones in ways that are culturally appropriate, in an environment that is welcoming and respectful. We are also proposing changes to improve the bylaw for accuracy, reflect modern management and cultural practices – while still maintaining respect for appropriate tikanga (customary practices).

Options

Council is consulting on the intention to continue the current bylaw with the proposed changes. In compliance with the Local Government Act 2002, the Council provides two options for reflection.

Option one (preferred): Continue the bylaw with the proposed amendments

This option would include changes to improve the bylaw for accuracy, reflect modern management and cultural practices – while still maintaining respect for appropriate tikanga (customary practices).

Option two: Continue the bylaw with no amendments

This option would involve keeping the current bylaw without any amendments. This option would mean that opportunities for improvement identified through the review would not occur.

Tell us your thoughts on the proposal

The Council is seeking feedback on the review of the Bylaw from the community on the changes proposed above. Before making any final decisions, we'd like to have your input.

You can give us feedback from 23 August 2023 to 20 September 2023 online at <a href="https://haveyoursay.gov/nc/haveyoursay.gov

For any queries, please ring 07 838 6699 or email: haveyoursay@hcc.govt.nz

Next steps

Staff will collect and analyse all feedback at the close of the submission period.

The analysis of this feedback will be presented to the Community and Natural Environment Committee.

The Council will then consider all the views and make a decision on the Bylaw.

Feedback form

Cemeteries and Crematorium Bylaw Consultation 23 August - 20 September 2023

Hamilton City Council has reviewed Cemeteries and Crematorium Bylaw and is proposing to continue the bylaw with changes.

FEEDBACK FORMS CAN BE:

- Completed online at <u>hamilton.govt.nz/haveyoursay</u>
- Posted to: Freepost 172189, Hamilton City Council, Communication and Engagement team, Cemeteries and Crematorium Bylaw, Private Bag 3010, Hamilton, 3240.
- Delivered to the Municipal Building, 260 Anglesea Street or any branch of Hamilton City Libraries.
- Email your form to: haveyoursay@hcc.govt.nz

Privacy statement:

The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation will be published with your submission and made available in a report to elected members and to the public. Other personal information supplied will be used for administration and reporting purposes only. Please refer to Council's Privacy Statement at hamilton.govt.nz for further information.

Do you agree with the Council's proposal to continue the Cemeteries and Crematorium Bylaw with minor changes?
Yes – Amend the current bylaw with only minor changes
No – Retain the current bylaw with no changes
Help us understand the reason for your response
(Please print clearly):
Run out of room? Feel free to attach additional pages.

ABOUT YOU:

*The questions in this section are required for all online and hardcopy consultations.

This section tells us a bit more about you. By capturing this information, we will be able to better understand who is, and isn't providing feedback.

Contact details (Please print clearly)				
Name: (required)				
Phone:		Email: (req	uired)	
If responding on bo	ehalf of an organis	ation		
Organisation:				
Position held in orga	nisation:			
Where do you live	?			
I live in Hamilton, my	suburb is:			
I live outside Hamilto	on city:			
Waipaa District	Waikato Dis	trict Elsewh	ere in New Zealand	Overseas
What is your age g	roup? (at your last	birthday)		
Under 16	<u> </u>	20-24	25-29	30-34
35-39	40-44	45-49	50-54	55-59
60-64	65-69	70-74	75-79	<u>80+</u>
Which ethnic group do you identify with? (tick all that apply)				
NZ European	Maaori	Indian	Chinese	Samoan
British	Filipino	Tongan	South African	Cook Islands Maaori
Other				
If Maaori – what iwi/	hapuu do you belor	ig to?		

Please get your feedback to us by 20 September 2023.

Hamilton City Council BYLAWS



Approved bby: Council	Date aAdopted-: 5 July 2012
Date in fForce: 01 August 2012	Reviewed Date: XX XXX 2023
Version history: 05 July 2012	Next review date: XX XXX 2033

HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012

(amended 202X)

This bylaw is made by the Hamilton City Council under the powers given to it by the Local Government Act 2002, the Burial and Cremation Act 1964, the amendments to those Acts, and any other relevant statutes.

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HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012

1

Hamilton City Council BYLAWS



1. SHORT TITLE, COMMENCEMENT AND APPLICATION

- 1.1. This bylaw may be cited as the Hamilton City Cemeteries and Crematorium Bylaw 2012 (amended 202X)
- 1.2. The bylawand applies to every cemetery and crematorium now or in the future under the control of the Hamilton City Council.

1.1.1.3. The bylaw comes into force on XX XXXXX 202X

2. REVOCATION OF EXISTING BYLAWS

- 2.1. The Hamilton Cemeteries and Crematorium Bylaw 2008 is hereby revoked.
- 2.2. All matters and proceedings commenced under the bylaw listed in section 2.1 and pending or in progress on the coming into operation of this bylaw may be continued, completed and enforced under this bylaw.
- 2.3. All bylaws previously made by Council relating to cemeteries or crematoria, or any matter dealt with in this bylaw or inconsistent with this bylaw are hereby revoked.

3. PURPOSE

3.1. The purposes of this bylaw are is to enable Council to set fees, control and set standards for the operation of cemeteries and crematoria within the boundaries covered by Council's responsibility or ownership.

4. COMPLIANCE WITH OTHER ACTS

- 4.1. Nothing in this bylaw shall detract from any provision of, or the necessity for, compliance with the:
 - a) Burial and Cremation Act 1964;
 - b) Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967;
 - c) Cremation Regulations 1973;
 - d) Health Act 1956;
 - e) The-Local Government Act 2002; and
 - f) Any Subsequent amendments of the above Acts and Regulations.

5. DEFINITIONS

5.1. In this bylaw except where inconsistent with the context:

Adult Means any person of fifteen years of age or over.

Ashes Means the cremated remains of an individual person.

Authorised person ___Means an employee or contractor of thea person Hamilton City Council

appointed or authorised <u>by Hamilton City Council</u> to carry out general or specific <u>duties-tasks</u> arising from any of the provisions of this bylaw and includes a Police Officer, Parking Warden and any enforcement officers appointed and warranted

by Council under the Local Government Act 2002.

Aauthorised officer Means an employee or contractor of the Hamilton City Council appointed or

authorised to carry out general or specific duties or exercise powers arising from any of the provisions of this bylaw and includes a Police Officer, Parking Warden and any enforcement officers appointed and warranted by Council under the

Local Government Act 2002.

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012 (amended 202X)

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	Hamilton City Council BYLAWS Hamilton City Council
Authority to open	Means a form or letter signed by the person owning the burial rights to a plot, or a funeral director acting as their agent, authorising the Manager to prepare the plot for burial of the deceased identified on the form.
Beam cemetery	Means, a cemetery or an area of a cemetery in which memorials of prescribed maximum dimensions are allowed to be placed on a concrete beam flush with the ground supplied by the Council.
Berm cemetery	Means a cemetery or an area of a cemetery in which plaques of prescribed dimensions are allowed to be placed on a concrete kerb edging a garden.
Burial warrant	Means a certificate issued by the Council or authorised person, authorising the Manager to bury the person specified in that certificate .
Child	Means any person under the age of fifteen years, but not a stillborn child.
Close relative	Means grandparent, parent, sibling, child, spouse, civil union partner, de facto partner.
Cemetery	Means any cemetery including closed cemeteries vested in or under the control of the Council now or in the future.
Council	Means Hamilton City Council.
Cremation	Means the reduction to ashes of dead bodies by burning.
Crematorium	Means a building and plant established by the Council for the cremation of the dead and any buildings used in connection therewith.
Denominational area	as_
Means any land with	hin a cemetery set apart under this Bylaw or on the grant of an application made und this Bylaw, by one or more religious denomination to bury their dead in separate areas.
Low rise memorial_	—Means all headstones that are of the tilted raised plaque design made of a permanent material, fitted on an appropriate base including recess for flower vases, and in accordance with approved dimensions.
Manager	Means <u>anythe</u> person appointed by the Council to <u>manage the operation have</u> <u>charge</u> of any cemetery and/or crematorium under the control of Council now or in the future and includes any person directed by the Council to perform the duties of a cemetery and/or crematorium manager for the time being.
Memorial	Means a plaque, or upright memorial/headstone on any grave as permitted by the bylaw.
Monument	Has the same definition as "Memorial".
Natural burial area_	
Means an area <u>that</u>	will be restored with natural vegetation that is set aside for the burial of bodies or as where the body is not embalmed and is contained in a casket or shroud made of biodegradable materials and the grave is not marked with any permanent memori The area will be restored with native vegetation.
NZS 4242	Means the New Zealand Standard for Headstones and cemetery monuments (NZS 4242:2018) or successor standard.
Plot	Means a specified area set aside for the burial of a casket or ashes. Means a grave site as shown on a cemetery plan held available for public inspection

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012_ (amended 202X)

Means an area of a cemetery set aside for the burial of bodies or ashes of

at a cemetery and / or offices of the Council.

3

Services Cemetery

	Hamilton City Council BYLAWS Hamilton City Council 20 National City Cou
	eligible servicemen or women as defined by the Veterans Affairs New Zealand.
Specified agency	Has the same meaning as the Dog Control Act 1996.
Stillborn child	Means a child that is born without any signs of life after the 20 th week of pregnancy and or weighs 400 grams or more.
Religious denomination	Means the adherents of any religion and includes any church, sect, or other subdivision of such adherents.
working day	means a day of the week other than—
	(a) a Saturday, a Sunday, Waitangi Day, Good Friday, Easter Monday, Anzac Day the Sovereign's birthday, Te Rā Aro ki a Matariki/Matariki Observance Day, and Labour Day; and
	(b) if Waitangi Day or Anzac Day falls on a Saturday or a Sunday, the following Monday; and
	(c) the day observed in the appropriate area as the anniversary of the province of which the area forms a part.

6. LEGAL DESCRIPTIONS

6.1. Hamilton West Cemetery

Hamilton West Cemetery is the cemetery established by the Council on Allotments 213 and 214 of the Town Belt of Hamilton West, SO 23142, being approximately 0.8092 hectares.

6.2. Hamilton East Cemetery

Hamilton East Cemetery is the cemetery established by the Council on Allotment 252 of the Parish of Kirikiriroa SO 33208, SO 1433, and LT 1126A, being approximately 3.2366 hectares.

6.3. Hamilton Park Cemetery

Hamilton Park Cemetery is the cemetery established by the Council at Newstead on Allotment 282 of the Parish of Kirikiriroa described in Certificate of Title 556/230 limited as to parcels, being approximately 32.3748 hectares.

PART I: GENERAL

7. HOURS OF SERVICES AND BURIALS

7.1. Except to comply with the duties of Council under Section 86 of the Health Act 1956 relating to the burial of people who have died of an infectious and/or notifiable disease, burial or cremation services shall take place between the hours of 8.300 am and 4.300 pm on ordinary week working days and Saturdays. Burials and cremation services may take place at other times by approval from the Manager and on payment of the prescribed additional fee.

8. NOTICE OF SERVICE

8.1. The Manager shall be given not less than eight working hours' notice of any burial, cremation, or service. If such notice is not given the burial, cremation or service may be delayed for up to eight working hours to enable the Manager to complete the necessary arrangements. Any extra expenses incurred shall be payable by the funeral director or the person or persons arranging the funeral.

9. FEES

9.1. The Council may by resolution, publicly notified, set fees for all services provided for the operation and maintenance of cemeteries and crematoria. Unless specifically stated to the contrary, burials, cremations, and related services will only be carried out on payment of the

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012 (amended 202X)

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prescribed fee or fees.

10. MAINTENANCE OF MEMORIALS

10.1. All memorials, including those with laminated photographs, shall be kept in proper order and repair by the owner of the plot or their representatives. Should a memorial fall into a state of decay or disrepair, it may at any time be dealt with by the Council pursuant to the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967.

11. PHYSICAL WORKS ASSOCIATED WITH PLOTS OR OTHER WORKS IN ANY CEMETERY

- 11.1. Maintenance or other work, including digging and/or filling any grave in a cemetery, may only be carried out by an employee of the Council, or a person authorised by the Council authorised person.
- 11.2. Any authorised person undertaking physical works within any cemetery must
- obtain prior approval from the Council-Manager for the physical works والماء من obtain prior approval from the Council-Manager
 - a) pay all applicable fees,
 - b) adequately protect the surrounding plots, memorial and cemetery infrastructure,
 - not use any footpaths or other part of the Cemetery for placing or depositing any tools, planks
 or materials for a longer time than is reasonably necessary to complete that work.

12. VEHICLES

- 12.1. Any person driving within a cemetery must comply with any regulatory signs controlling traffic
- 12.2. Vehicles must give way to any funeral procession.
- 12.3.12.2. No vehicle is permitted to remain within the cemetery when closed.
- 12.3. Vehicles may only be driven on roads open for vehicular traffic and shall only should be parked in a designated parking area.

13. DOGS AND OTHER ANIMALS

13.1 No person shall take any dog or other animal into any cemetery, or allow to remain, except for: any disability assist guide or hearing ear dog or a dog kept by a Specified Aagencythe Police or any constable, an officer of the Customs Department or the Ministry of Defence.

14. SOLICITING TRADE

14.1. With the exception of the transactions of the Manager and his or her their staff undertaken in the course of running the cemetery and crematorium, no person may solicit trade or accept orders for goods or services within a cemetery.

15. CONDUCT

- 15.1. No person shall:
 - a) Enter or remain in the cemetery between the hours of sunset and sunrise without permission from the Manager.
 - b) Conduct themselves in a manner that is unlawful, violent, or improper.
 - c) Unlawfully or improperly interfere with or interrupt the carrying out of any burial, cremation, funeral service or ceremony in the crematorium or chapel or within any cemetery.
 - d) Remove or take from any <u>plot or</u> grave in any cemetery, any vase, wreath, plant, flower, shrub or other object, except for the purpose of tidying the grave and surrounding area.
 - e) Disturb, damage, take any cutting or flower from any plant or tree in the a cemetery.
 - f) Light or allow any fires to be lit in the a cemetery.



g) Dump household waste in cemetery bins.

PART II: CEMETERIES

16. EXCLUSIVE RIGHTS OF BURIAL

- 16.1. The Council will not sell the exclusive right of burial in the Hamilton West Cemetery and no further burials or ash interments will be permitted.
- 16.2. The Council will not sell the exclusive right of burial in the Hamilton East Cemetery and only burials in valid reserved plots and ash interments will be permitted.
- 16.3. The Council will keep plans of the cemeteries it controls, records of all exclusive rights of burial granted and all burials and cremations in the cemeteries.
- 16.3-16.4. Internment and cremation records Plans and records will be open for inspection by the public at the cemetery office of the Council during normal office hours and on the Council website.

16.4.16.5. Sale

- a) The Council may sell the exclusive right of burial in a plot. The selling of that right will give the purchaser, or a transferee approved by the Council, the exclusive right of burial in that plot subject to the provisions of this bylaw. On payment of the prescribed fee the Council will issue a receipt and/or certificate similar to the form set out in the First Schedule to this bylaw, which will constitute proof of ownership of the exclusive right of burial in the plot indicated. If the original of the receipt and/or certificate is lost or destroyed a duplicate will be issued on request, and upon payment of the prescribed fee.
- a)b) For the avoidance of doubt this does not create an ownership interest in the designated plot.
- b)c) In the case of Natural Burials, there is no provision to reserve plots. The next available plot will be assigned to each new burial in a numbered sequence.

16.5.16.6. Transfer or Repurchase

- a) The purchaser of an exclusive right of burial in any plot may transfer that right to a close relative subject to the approval of the Council and on payment of the prescribed transfer fee.
- a)b) The Council may at its discretion purchase back any unused plot on such terms and conditions as it thinks fit.

16.6.16.7. Lapse of Right of Burial

a) If no burial has taken place after 60 years from the original date of sale of the exclusive right of burial in a plot the right lapses and the Council shall not be liable for any refund of any fees paid.

17. BURIAL WARRANT AND AUTHORITY TO OPEN

- 17.1. No burial shall take place in any cemetery without the production of a Council-Burial Warrant in the form set out in the Second Schedule authorising that burial.
- 17.2. No burial in a reserved plot, or second interment, shall take place unless the Manager has previously received an "Authority to Open" in the form of the Second Schedule, signed by the owner of the burial right, or a funeral director, or solicitor acting as an agent on their behalf.
- 17.3. The Burial Warrant and, where applicable, the Authority to Open, issued for any burial shall be delivered to the Manager at least eight working hours before the burial.

18. GRAVE PLOTS AND GRAVES

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012 (amended 202X)



18.1. Plot Dimensions

Hamilton Park Cemetery		
Adult	2700mm (length) x 1200mm(width)x not less than 1800mm(depth)	
Child	1800mm (length) x 900 mm (width) x not less than 10500mm(depth)	
Stillborn Children	1000mm (length) x 500mm (width)	
Oversize casket	27003000mm(length) x 1500mm (width)	
Natural Burial	2700mm (length) x 1200mm (width) and graves shall be 1000800mm below the surface to the top of the casket or shroud.	
Minimum Cover	Minimum depth of cover for the uppermost casket in any grave shall not be less than 1000mm except in stillborn cemeteries where the cover shall be 500mm, and in Natural Burial areas where the cover shall be 800mm. In extra depth graves_ the minimum depth between caskets shall be 100mm	

18.2. Caskets

- a) A casket for an adult burial plot should not usually exceed 2130mm (length) x 610mm (depth) x 760mm 830mm (width). If a larger casket is required, the Manager must be advised at least eight hours in advance so that arrangements can be made for burial in the area designated for oversize caskets.
- b) If a child's casket is too large for a plot in the children's section, it shall be buried at single depth in an adult area at the fees applicable for a child's plot and burial.

19. DISINTERMENT/EXHUMATION

- 19.1. Disinterment of a body must be conducted pursuant to sections 51 and 55 of the Burial and Cremation Act 1964.
- 19.2. Casket disinterment will only be carried out upon receipt of a disinterment licence issued by the Ministry of Health, Cemetery Burial Warrant and Authority to Open form, completed by the funeral director.

20. FLORAL TRIBUTES

- 20.1. Removal of Flowers-Tributes Placed at Time of Interment
 - a) Only flowers, wreathes, and floral tributes may be placed on graves at the time of Interment. After seven days from the date of interment, the Council may remove from any grave any flowers, wreaths, or floral tributes placed there at the time of interment, and cause the surface of the grave to be levelled off and sown down in grass.
 - b) A temporary grave marker made from timber or plastic, not exceeding 800mm in height may be placed on the concrete beam in a secure manner for up to 12 months following burial.
 - b)c) In the case of designated natural burial area, the grave shall be generally levelled, and the area mulched to promote the planned native vegetation.

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c)a) A temporary grave marker made from timber or plastic, not exceeding 800mm in height may be placed on the concrete beam in a secure manner for up to 12 months following burial.

20.2. Permitted Floral Tributes

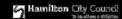
- a) After a grave has been levelled and sown as described in section 20.1, artificial or natural cut flowers may only be placed on the concrete beam. in the container set in recess in the base of the memorial
- a)b) Containers and temporary markers may not be placed on the beam or the grave once a memorial has been installed.
- b)c) In natural burial areas tributes must be limited to natural cut flowers only and no containers of any kind are to be placed on or near graves.
- 20.3. Removal and Disposal of Floral Tributes
 - a) Any object or artificial or natural cut flowers placed or remaining on any grave in contravention of 20.2 above or which have become unsightly, or any receptacle which has been broken or damaged, may be removed by the Manager.
 - The Council shall be under no liability to any person in respect of such removal, destruction or disposal.
 - c) Any fences and rails; any glass, plastic, ceramic or terracotta items; any rocks, stones or pebbles; any wire or other metal_based items may be removed from any grave by the Manager and may be destroyed or disposed of by the Council as it shall see fit.

21. MEMORIALS

21.1. General

- a) General memorials are to be installed by a monumental mason or a person authorised by council who is familiar with Hamilton Park Cemetery health and safety and bylaw requirements. Memorials must be installed according to the NZS 4242:1995 2018 New Zealand Standard Headstones and cemetery monuments an authorised person.
- All foundations for memorials shall be placed and laid to the satisfaction of the Council and in keeping with the NZS 4242:1995 2018 New Zealand Standard Headstones and cemetery monuments Standards.
- c) Memorials must be of a permanent material, with a minimum predicted service life of 50 years, and be approved by the Council, and preclude such materials such as wood, clay, terracotta or aluminium.
- d) Supply, delivery and installation of Memorials will-shall be by a qualified monumental mason and at the expense of the owner of the memorial exclusive right of burial or transferee, and will shall be carried out after the Memorial Permit has been approved and at times agreed with the Manager.
- e) Approval may_be declined for installation where the Mmanager believes the memorial does not comply with the bylaw or by matter of design or representations is not in keeping with what is common or usual in the said area, including dimensions.
- f) No person may construct, erect, place or repair any headstone, plaque, memorial or other memorial or any fence kerb or other enclosure on a grave or plot unless a plan of the proposed erection has been submitted to and approved by the Council, and permission from the Manager has been issued and all prescribed fees paid.
- No memorial will be allowed to be placed on the plot where there are any outstanding cemetery debts relating to the deceased.

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- h) Any one memorial may include two or no more than six inscriptions. Inscriptions may be engraved onto the memorial or be recorded on lawn plaques affixed to the permitted concrete base or low rise or upright memorials. No inscriptions are to be placed on the back of any memorial. The lettering, in the case of natural stone shall be embossed or incised and, in the case of metal, raised in a manner and to an extent approved by the Council.
- i) In all concrete beam areas, there must be a distance of at least 200mm between the edge of the base or memorial and the front edge of the beam. If the rear edge of the beam adjoins a garden, the memorial must be 100mm clear from that edge, but_if there is lawn to the rear of the beam a full 200mm should be allowed. In either case this area must be kept clear, both front and rear.

21.2. Lawn Cemeteries.

- a) No grave shall be enclosed with any railing or kerbing or similar and no headstone, memorial, cross, marker or memorial shall be placed on any grave except a memorial plaque, which complies with the stated dimensions. Flower containers should be embedded below the ground level.
- b) Only one plaque, or memorial will be allowed on any one grave, and it shall be placed on the grave in a position approved by the Council. A plaque for an adult grave will be 450mm (width) x 300mm (depth), and for a child's grave 380mm (width) x 230mm (depth).
- c) Every plaque must be securely embedded in a concrete base 610mm (width) x 460mm (depth) x 100mm (height) for adult grave and 560mm (width) x 410mm (depth) x 100mm (height) for children's graves. The plaque must be embedded so that its upper surface is at the same level as the upper surface of the base.
- d) The plaque, set in its base, will be installed by the Council.
- e) In any given lawn the Council will keep the plaques edged for a period of ten years after the ordinary sale of the last plot. Thereafter the Council will locate and edge any plaque on request from a visitor to the cemetery.

21.3. Upright Memorial Cemeteries.

- Upright memorials may be erected in areas of Hamilton Park Cemetery laid with a continuous concrete beam 850mm wide (single) or 1240 mm wide (double) supplied by Council.
- b) An Upright Memorial may be set directly on the beam or on a base. The memorial and/or base must be of a permanent material approved by the Council and must be placed equidistant from the side boundaries of the plot or plots.
- c) For an adult's plot the memorial must not exceed 1100mm (height) including an optional base x 420mm (depth) front to back x 1050mm (width) for single plot base or 2000mm (width) for a double plot base.
- d) For a child's plot the memorial must not exceed 700mm (height) including an optional base 350mm (depth) x 650mm (width).
- e) It is preferred that the design of the memorial include one or two recesses for flower vases; within the memorial dimensions.
- f) Once a memorial has been installed artificial or natural cut flowers may only be placed in the container set in vase recess in the memorial. Containers may not be placed on the beam or the grave.
- 21.4. Low Rise Memorial Cemeteries.
 - A low rise memorial may be erected in areas of Hamilton Park Cemetery with a continuous concrete beam 850mm wide (single) or 1320mm (double), supplied by Council. They may be

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erected at the head of the grave and set directly on the beam.

- b) An allowance of up to 10mm below the maximum memorial dimension or 5mm above the maximum shall be taken into consideration allowing for industry standard variations in cutting stance.
- It is preferred that the design of the memorial include one or two recesses for flower vases; within the memorial dimensions.
- d) Once a memorial has been installed artificial or natural cut flowers may only be placed in the container set in vase recess in the memorial. Containers may not be placed on the beam or the grave.
- e) A Low Rise Memorial must include a base and fit into one of the options stated below.
- f) Option 1

Desktop: 560mm (width) x 450mm (depth) x 50mm front (height) /150mm (back height).

Base: 920mm (width x 460mm (depth) x 100mm (height).

g) Option 2

Desktop: 560mm (width) x 380mm (depth) x 40mm front (height) /120mm (back height).

Base: 920mm (width) x 380mm (depth) x 100mm (height).

- 21.5. Beam Plaque Cemetery
 - In areas of Hamilton Park Cemetery laid out with continuous sloping concrete beams 850mm wide (single) or 1220mm (double), supplied by Council.
 - b) One plaque measuring 450mm x 300mm per plot or two plaques of equal size joined together in a horizontal or vertical position on the concrete beam equalling the single plaque dimensions.
 - c) The plaque shall be set directly on the beam and must be placed equal distant from the side boundaries of the plot or plots.
 - d) The plaque must be made of granite, bronze or porcelain material approved by Council. Plaques shall have a maximum thickness of 25mm.
 - e) One vase receptacle is supplied at the top of the beam to the left side of the plot when facing the beam/plaque.
- 21.6. Areas for Stillborn Children
 - a) In areas of Hamilton Park Cemetery set aside for the purpose the interment of stillborn children the following shall apply:
 - No memorial is permitted on the plot, however a metal grave marker, supplied by the Council, will be installed at the foot of the plot including the name of the deceased, row and plot number.
 - II. A plaque of approved permanent material not exceeding 80mm x 60mm may be installed on a central plinth within the cemetery.
 - III. Delivery and installation of the memorial plaque will be by and at the expense of the owner of the memorial plaque and will be carried out after a Memorial Permit has been approved and at times agreed with the Manager.
 - IV. The Manager will maintain the stillborn area as a garden setting and any item placed on the graves will be removed.

22. NATURAL BURIAL AREAS

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22.1. In areas of Hamilton Park Cemetery set aside for natural burials the following conditions shall apply:

22.2. Memorials

- a) No permanent memorials are permitted on the plot. Temporary biodegradable markers, supplied by the Cemetery, will be installed as soon as practical after at the time of interment.
- b) A cemetery tracking systemCemetery internment records will be used to find burial plots once the area has returned to native vegetation, otherwise the burial plot will not be identifiable.
- c) Trees or plants will be selected and planted to be generally in keeping with the cemetery native vegetation restoration plan. In general there shall be one tree for every few graves.

22.3. General

- a) Natural burials must comply with all legislative and regulatory requirements.
- b) There is no embalming of the deceased. Certified organic sanitisers are allowable.

22.4. Acceptable Caskets

- a) Caskets must be made of biodegradable, chemically untreated material. Pine, macrocarpa, wicker or willow is deemed acceptable. Casket linings and fittings must be biodegradable. Calico, wool and hemp are deemed acceptable.
- b) All items or contents in the casket (including clothing) must be of biodegradable material.

22.5. Acceptable Shrouds

- a) Shrouds must be made of natural fibre. Wool, silk or calico are deemed acceptable.
- b) Shrouds must be fastened to a solid base for lowering purposes and made of biodegradable, chemically untreated material.

23. SERVICES CEMETERIES

23.1. Eligibility

- a) Areas of cemeteries may be laid out as Services Cemeteries. Those eligible for burial there are as defined in the Veterans Affairs New Zealand publications.
- 23.2. Hamilton Park Cemetery Services Cemetery
 - a) Burial and ash interment will be permitted as allowed by the above-mentioned publications.
 - Commemoration is by way of a plaque as described in the above-mentioned publications or by any other means as approved by Veterans Affairs.

24. DENOMINATIONAL AREAS

- 24.1. Council, at its discretion, may set aside a denominational area of burial plots for the use of a religious denomination.
- 24.2. The religious denomination may, at their own expense, place a central memorial and/or sign within the designated area subject to the plans being approved by Council.
- 24.3. The religious denomination may manifest that religious denomination's religion or belief in worship, observance or practice in the denominational area within reasonable limits.
- 24.4. The denominational areas will be either rows or blocks of plots within the existing cemetery.
- 24.5. Memorialisation will comply with the standards specified for the particular cemetery in which the denominational area is set aside.

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PART III: CREMATION

25. THE CASKET

25.1. Materials

- a) The casket shall be made of readily combustible material approved by the Council.
- b) The casket may not be made of lead or iron. If a metal case is necessary a thin zinc lining only may be used.
- c) The Manager may decline to cremate any casket comprised of materials that during combustion may result in a breach of the Resource Consent held by the Council.
- d) The casket should not contain any material such as sawdust or pitch, or medical appliance e.g. pacemaker or any item that could cause a hazard in the combustion process.

25.2. Fittings

a) The casket may be polished and may have the usual furniture but the handles and breast plate must be so fixed as to be easily removed unless made of some readily combustible material approved by Council.

25.3. Dimensions

- a) A casket for cremation must not exceed 2200mm (length) x 440mm (depth) x 840mm (width).
- b) In the event a casket is over-sized the cremation may will not take place, and burial as an alternate option will have to be explored.

26. COLLECTION AND STORAGE OF ASHES

- a) Ashes will have to be collected from the Crematorium within 14 days of cremation.
- b) If after fourteen days from the date of cremation the ashes have not been collected_and no arrangements have been made for storage, the Council will return the ashes to the Funeral Delirector or agent who delivered the deceased to the crematorium.
- c) Photo identification is required of the person specified to collect the ashes.

27. INTERMENT OF ASHES

27.1. On payment of the prescribed fee, ashes may be interred at Hamilton Park Cemetery by one of the following options:

27.2. Garden of Memories

a) Only fresh flowers placed in the containers provided by the Council are allowed in the Garden of Memories

b) The Memorial Walk

- The Memorial Walk provides concrete berms on which memorial plaques may be installed and behind which ashes can be interred in a garden. Up to two lots of ashes may be interred and one plaque installed at each plot.
- Plaques shall be 250mm x 150mm made of bronze or granite or other approved permanent material.

c) The Memorial Berm

I. The Memorial Berm provides a concrete berm on which memorial plaques may be installed and where ashes can be spread in the designated garden. The allowable memorialisation will be in accordance with that allowable for the section of the cemetery in which the particular plot is situated.

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- Sunken Garden 1: Plaques shall be 250mm x 150mm and made of bronze or granite as approved by the Council, or
- III. Sunken Garden 2: Plaques shall be 180mm x 150mm made of bronze.

d) The Memorial Wall

- The Memorial Wall provides a wall in a sunken garden made of permanent material on which memorial plaques may be installed to memorialise ashes scattered in the surrounding gardens or interred under nearby trees. For each lot of ashes one plaque may be installed on the memorial wall.
- II. Plaques shall be 150mm x 120mm made of Porcelain.

27.3. Garden of Remembrance

a) The Garden of Remembrance provides concrete berms on which memorial plaques may be installed and behind which ashes can be interred in a garden. Up to two sets of ashes may be interred and one plaque installed at each plot except for the Bellbird garden where 2 plaques are allowed. Plaque dimensions are as follows for each of the named gardens.

Garden	Material	Dimension
Bellbird	Bronze	150mm X 100mm
Fantail	Granite	250mm X 150mm
Tui	Bronze	250mm X 150mm
Kea	Granite	250mm X 150mm

27.4. The Outdoor Book of Memories

- a) The Outdoor Book of Memories provides an exterior book located in a sunken garden in which memorial plaques may be installed for memorialisation. For each set of ashes one plaque may be installed in the book.
- b) Plaques shall be 75mm x 30mm made of engraved plastic laminate.
- 27.5. Garden of Remembrance Columbarium Wall
 - a) The plots allow for one (1) set of ashes. Only ash containers supplied by the cemetery may be placed in a plot. A bronze plaque of 200mm x 180mm must be permanently fixed at time of interment to secure the ashes into the wall.
 - b) The bronze plaque is to be provided by and at the cost of those persons requiring it and may be fixed or removed only by persons duly authorised by the Council.
 - A small bronze flower holder may be made as part of the bronze plaque and used to hold either fresh or artificial flowers.

27.6. Burial Lawn Plots

- a) Up to four sets of ashes may be interred in a burial lawn plot at Hamilton East Cemetery and Hamilton Park Cemetery. The allowable memorialisation will be in accordance with that allowable for the section of cemetery in which the particular plot is situated.
- b) Flowers may be placed in accordance with that allowable for the cemetery in which the particular grave is situated.

27.7. Web of Memories

- a) Only ashes may be interred in these areas of the cemetery laid out with a continuous concrete beam 800mm wide (single) or 1300 wide (double) supplied by Council, on which upright memorials may be installed. Plots shall be 800mm (length) x 800mm (width) with additional 200mm path allowance at the foot of the plot.
- b) The following provisions will apply:
 - A memorial must include a base. The memorial and base must be of a permanent material approved by the Council and must be placed equidistant from the side boundaries of the plot. Only one memorial per plot is permitted.
 - II. The combined dimensions of the base and memorial must be between a maximum



- 500mm (height) \times 650mm (width) \times 350mm (depth), and a minimum 400mm (height) \times 450 (width) \times 260mm (depth).
- III. There must be a distance of at least 200mm between the edge of the base or memorial and the front edge of the beam. If the rear edge of the beam adjoins a garden, the base may be 100mm clear from the edge, but if there is lawn to the rear of the berm a full 200mm should be allowed. In either case this area must be kept clear, both front and rear
- IV. It is preferred that the design include one or two recesses for flower vases; within the base dimensions.
- V. Delivery and installation of the memorial will be by and at the expense of the owner of the memorial and will be carried out after a Memorial Permit has been approved and at times agreed with the Manager.
- VI. Once a memorial has been installed artificial or natural cut flowers may only be placed in the container set in recess in the base of the memorial. Containers may not be placed on the beam or the grave.

27.8. Returned Service Persons

a) The Ash Berm

Only the ashes of servicemen and servicewomen and their spouses may be buried in this area.

- I. A maximum of two sets of ashes may be buried in any one plot.
- Flower tributes may be left on the plot only in a standard flower container supplied by the Council.
- III. Any Veteran's Affairs requirements or criteria relating to memorials or interment of returned service persons and their spouses shall apply.

b) The RSA Memorial Wall

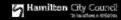
- A memorial strip made of bronze may be placed in commemoration of a serviceman's or servicewoman's cremated remains that are not otherwise memorialised within the services cemetery.
- II. To establish eligibility to use this service application is made to the Hamilton Branch of the Returned Services Association. On approval an order and payment for the manufacture of a bronze strip 405mm wide by 30mm deep is to be made through the Hamilton Branch of the Returned Services Association.
- III. Flower tributes are not permitted for this option.

PART IV: OFFENCES/BREACHES & PENALTIES

28. OFFENCES AND BREACHES

- 28.1. No person shall do anything or cause any condition to exist for which prior approval from Council is required under this Bylaw without first obtaining that approval and the failure to do so shall constitute a breach of this Bylaw.
- 28.2. No application for a prior approval from the Council, and no payment of or receipt or any fee paid in connection with such application or approval shall confer any right, authority, or immunity on the person making such application or payment.
- 28.3. Any person commits a breach of this Bylaw who:
 - does or causes to be done, or knowingly permits or suffers to be done anything whatsoever contrary or otherwise than as provided by this Bylaw; or
 - omits or neglects to do, or knowingly permits or suffers to remain undone, anything which according to the true intent and meaning of this Bylaw, ought to be done by them at the time and in the manner therein provided; or

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- c) refuses or neglects to comply with any notice duly given to him/her under the Bylaw; or
- d) obstructs or hinders any authorised officer of Council in the performance of any duty to be discharged by that officer under or in the exercise of any power conferred upon them by this Bylaw; or
- e) fails to comply with any notice or direction given under this Bylaw.
- 28.4. Any person commits a breach of this Bylaw who:
 - having constructed, affixed or provided, or caused to be constructed, affixed, or provided, any memorial or any work or material of any description whatsoever, contrary to, or other than in accordance with the provision of this Bylaw; or
 - b) having omitted to construct, affix, or provide any work or materials as required thereby, and who does not within a reasonable time after notice in writing has been given to them by the Council or any authorised officer of the Council, fails to carry out the remedial action specified in that notice
- 28.5. The notice issued under section 28.3 and 28.4 this section shall state the time within which the remedial action is to be carried out, and may be extended from time to time by written authority of the Council.

29. PENALTIES

- 29.1. Every person who fails to comply with any part of this Bylaw commits an offence and shall be subject to the penalty provisions outlined in the offences, penalties, infringement offences, and legal proceedings provisions of the Act and the other enabling enactments.
- 29.2. Where any person is alleged to have committed an infringement offence, that person may either:
 - a) Be proceeded against summarily for the offence; or
 - b) Be served with an infringement notice as provided in the Local Government Act 2002.
- 29.3. The Council may in accordance with Section 162 of the Local Government Act 2002 apply for an injunction restraining a person from committing a breach of this Bylaw.
- 29.4. Pursuant to section 242 of the Local Government Act, any person who breaches this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$20,000.
- 29.5. Any person found guilty of breaching the following sections of this Bylaw, will be liable to an infringement fine in accordance with Section16 (i) of the Burial and Cremation Act 1964.
 - a) Section 12 offences relating to vehicles
 - b) Section 13 offences relating to animals and dogs
 - c) Section 14 offences relating to soliciting trade
 - d) Section 15 offences relating to misconduct
 - e) Section 17 offences relating to authorised reopening of graves
 - f) Section 21 offences relating to memorials
- 29.6. The Council may in accordance with the Trespass Act 1980, serve a Trespass notice after warning a person to leave or warning to stay off its premises.

30. MISCELLANEOUS

- 30.1. Dispensations
 - a) The Council may at its discretion waive any of the requirements of this bylaw except any prescribed by statute if it believes good reason to do so exists.

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30.2. Schedules

30.3. The First and Second Schedules do not form part of this bylaw.

- a) First Schedule Certificate of Purchase of Exclusive Right of Burial.
- b) Second Schedule Burial Warrant and Authority to Open.

Amendments to this bylaw were made by the HAMILTON CITY COUNCIL following public consultation and confirmed a meeting of the Council held on XX XX XXXX The amendments to the bylaw become operative on XX XXXX XXXX

Councillor:	
Councillor:	
	EAL of the HAMILTON CITY COUNCIL ixed in the presence of:
Councillor:	
Councillor:	

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FIRST SCHEDULE: Certificate of purchase of exclusive right of burial

	Hamilton City Council Te kaunihera c Kirikiriroa
CERTIFICATE C	OF PURCHASE OF EXLUSIVE RIGHT OF BURIAL
In cons	cideration of the payment to it of the sum of
Th	e Hamilton City Council hereby grants to
	ef
a second the second	
	e Hamilton Park Cemetery more particularly described as referred to on on of the said Cemetery held by the Council
This Certificate is in-	
reference to the Official	
Invoice / Receipt	
No:	Signed under the authority of the Hamilton City Council
Date:	
	Cemeteries and Crematorium Manager for Chief Executive
CERTIFICATE C	OF PURCHASE OF EXLUSIVE RIGHT OF BURIAL
The above Grant of Exclusive	Rights of Burial* in the above-mentioned Cemetery has been duly
Name:	Data
Name:	Date:
Ref Documents:	
Cemeter	ries and Crematorium Manager for Chief Executive
	ity Cemeteries and Crematorium Bylaw 2012 and subsequent amendments from the date of the fee for the plot described herein, is paid in full
THIS CERTIFICATE IS VAIIE	The first the fact of the processing of the fall, to part in tail
<u> </u>	

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012 - SCHEDULES

SECOND SCHEDULE: Burial Warrant and Authority to Open

CEMETERY BURIAL WARRANT



Surname:		
Forename/s:		
	Gender:	Date of Death:
Last Address:		
 Religion:		
	i p:	
BURIAL DETAILS		
_		
Date of Burial		Day:
Chapel Required?	Yes: Length of t	ime required: No:
Burial Start Time:	Re-	open/2 nd Interment:
Cemetery (circle)	Hamilton Park	Hamilton East
Area /Lawn:	Row/Ar	ea:Plot:
If the above plot is a	new purchase, do fam	nily require a reserve next to it? Yes/No
Ash Intermer	<u>#</u>	Casket Interment:
		†
HCC Contain	er:	Length in mm
		Width in-
Unattended:		\/ _
		(Size including handles)
OTHER REQUIREME	NTS	
ndemnity No: (if app	. P I- I - X.	

HAMILTON CITY COUNCIL | HAMILTON CITY CEMETERIES AND CREMATORIUM BYLAW 2012 - SCHEDULES



AUTHORITY TO OPEN A PRE-PURCHASED OR OCCUPIED PLOT IN THE HAMILTON INTERMENT FACILITIES

ton EastPlot
Plot
o r (delete one)

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 mat be considered	ter to 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 Pul Excluded Community a Natural Environment Committee Minutes - 1 June 2023	nd) information exists under) Section 7 Local Government	Section 48(1)(a)
C2. Peacocke Neighbourho Park	od)	
C3. Civic Award Recommendations July	2023	

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)
Item C2.	to enable Council to carry out commercial	Section 7 (2) (h)
	activities without disadvantage	Section 7 (2) (i)
	to enable Council to carry out negotiations	
Item C3.	to protect the privacy of natural persons	Section 7 (2) (a)