

Notice of Meeting:

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

Date: Tuesday 27 February 2018
Time: 9.30am
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Community and Services Committee OPEN AGENDA

Membership

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

Quorum: A majority of members (including vacancies)

Meeting Frequency: Six weekly

Lee-Ann Jordan
Governance Manager

21 February 2018

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Purpose

The Community and Services 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 its communities.
2. Governance of recreational, event, and community facilities and amenities.
3. Facilitating community and stakeholder involvement and discussion on community infrastructure, community safety and community wellbeing matters.
4. Ensuring Hamilton is performing to the highest standard in the area of civil defence and emergency management.
5. Funding to benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton.

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

Terms of Reference:

1. To provide direction on strategic priorities and resourcing for community infrastructure aligned to city development and oversight of strategic projects associated with those activities.
2. To develop policy, approve community-related strategies and plans, and monitor their implementation.
3. To receive and consider presentations and reports from stakeholders, government departments, organisations and interest groups on community development and wellbeing issues and opportunities.
4. To monitor Hamilton's social demographics and social climate to assess current and future impacts on the Council and Hamilton communities.
5. To monitor the performance of Hamilton's civil defence and emergency management response against Council's requirements under the Civil Defence Emergency Management Act including:
 - a. implementation of Government requirements;
 - b. contractual service delivery arrangements with the Waikato Regional Group Emergency Management Office
2. To determine the funding priorities for the Community Grants Allocation Committees, in line with the Community Assistance Policy, Long Term Plan and Annual Plan.
3. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
4. To make decisions on event sponsorship applications in accordance with the Event Sponsorship Policy and within the approved budget, and monitor any grants made to external organisations under that policy.
5. 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.

6. To monitor and oversee the delivery of Council's non-financial performance and non-financial key projects, against the Long Term Plan, excluding key performance indicator reporting which is the responsibility of the Finance Committee .

The Committee is delegated the following powers to act:

- Approval of Reserve Management Plans.
- Performing the Council's functions, powers and duties (excluding those matters reserved to the Council by law, by resolution of the Council or as otherwise delegated by Council) under the Burial and Cremation Act and the Reserves Act.
- 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 or otherwise of event sponsorship applications in compliance with the Event Sponsorship Policy and approved budget.
- Approval of funding for recreational and community facilities and amenities in accordance with the Long Term Plan.
- Approval of public art proposals put forward by the community and/or Council in accordance with the Public Art Development Process and approved budget.

The Committee is delegated the following recommendatory powers:

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

Oversight of Policies:

- *Citizens Initiated Referenda Policy*
- *City Honours Policy*
- *Class 4 Gambling Venue Policy*
- *Community Assistance Policy*
- *Community Occupancy Policy*
- *Disability Policy*
- *Dog Control Policy*
- *Event Sponsorship Policy*
- *External Funding Applications Policy*
- *Hamilton City Smoke-Free Environment Policy*
- *International Relations Policy*
- *Naming of Roads, Open Spaces and Council Facilities Policy*
- *Provisional Local Alcohol Policy*
- *Psychoactive Substances (Local Approved Products) Policy*
- *Public Places Policy (cross-over with Finance Committee)*
- *TAB Board Venue Policy*

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

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

4 Public Forum

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

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

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

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

Council Report

Item 5

Committee: Community and Services Committee

Date: 27 February 2018

Author: Amy Viggers

Authoriser: Becca Brooke

Position: Committee Advisor

Position: Governance Team Leader

Report Name: Confirmation of the Community and Services Committee Open Minutes - 31 October 2017

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

That the Committee confirm the Open Minutes of the Community and Services Committee Meeting held on 31 October 2017 as a true and correct record.

Attachments

Attachment 1 - Community and Services Committee Unconfirmed Open Minutes - 31 October 2017 .

Community and Services Committee

OPEN MINUTES

Minutes of a meeting of the Community and Services Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 31 October 2017 at 9.33am.

PRESENT

Chairperson	Cr P Southgate
Deputy Chairperson	Cr M Bunting
Members	Deputy Mayor M Gallagher
	Cr J R Casson
	Cr D Macpherson
	Cr G Mallett
	Cr R Pascoe
	Cr G Taylor
	Cr L Tooman

Richard Briggs – Chief Executive
Lance Vervoort – General Manger Community
Andy Mannering – Manager of Social Development
Debbie Lascelles – Community Services Manager
Kelvin Powell – City Safe Unit Manager
Marie Barrie – Acting Unit Manager Parks and Open Spaces
Fraser McNutt – Acting Unit Manager of Planning Guidance
Jeff Neems – Communications Advisors

Lee-Ann Jordan – Governance Manager
Amy Viggers and Rebecca Watson – Committee Advisor

1. Apologies

Resolved: (Crs Tooman/Casson)

That the apologies from Mayor King, Crs Henry, Macpherson (lateness) and O'Leary are accepted.

2. Confirmation of Agenda

Resolved: (Crs Bunting/Mallett)

That the agenda be confirmed noting that item 8 (Road Naming - Dame Hilda Ross Place) will be taken after item 2 (Confirmation of Agenda) to accommodate external guests.

Cr Macpherson joined the meeting (9.34am) during the above item. He was present when the matter was voted on.

3. **Road Naming - Dame Hilda Ross Place – (Recommendation to Council)**

Margret Evens (TOTI representative) spoke to the report and explained the process that TOTI had undertaken before completing the application for the road to be renamed.

The Acting Unit Manager of Planning Guidance introduced the report, noting the policy guidelines had influenced the staff recommendation to decline the application. Staff responded to questions from Elected Members concerning the process that was followed to ensure due diligence was undertaken and to ensure alignment with the road renaming policy.

Motion: (Crs Southgate/Bunting)

That the Community and Services Committee:

- a) receives the report;
- b) recommends Council declines the application to change part of Ward Street (east) from Victoria Street through to Centre Place Mall to Dame Hilda Ross Way;
- c) approves the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork is to be located, be named Dame Hilda Ross Plaza; and
- d) notes that staff are to bring back a report to the Committee by 28 February 2018 on options to upgrade the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork will be located, including concept designs, estimated costs and possible funding sources.

Amendment: (Crs Pascoe/Gallagher)

That the Community and Services Committee:

- a) receives the report;
- b) recommends Council supports the application to change part of Ward Street (east) from Victoria Street through to Centre Place Mall to Hilda Ross Place;
- c) approves that the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork is to be located, be named Dame Hilda Ross Plaza; and
- d) notes that staff are to bring back a report to the Committee by 28 February 2018 on options to upgrade the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork will be located, including concept designs, estimated costs and possible funding sources.

The Amendment was put.

Those for the Amendment: Councillors Gallagher, Macpherson, Mallett and Pascoe.

Those against the Amendment: Councillors Southgate, Bunting, Casson, Taylor and Tooman.

The Amendment was declared lost.

The Motion was then put.

Those for the Motion: Councillors Southgate, Bunting, Casson, Gallagher, Pascoe, Taylor and Tooman.

Those against the Motion: Councillors Macpherson and Mallett.

The Motion was declared carried.

Resolved: (Crs Southgate/Bunting)

That the Community and Services Committee:

- a) receives the report;
- b) recommends Council declines the application to change part of Ward Street (east) from Victoria Street through to Centre Place Mall to Dame Hilda Ross Way;
- c) approves that the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork is to be located, be named Dame Hilda Ross Plaza; and
- d) notes that staff are to bring back a report to the Committee by 28 February 2018 on options to upgrade the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork will be located, including concept designs, estimated costs and possible funding sources.

The meeting adjourned from 11.05am-11.20am during the discussion of the above item.

4. Declarations of Interest

No members of the Council declared a Conflict of Interest.

5. Public Forum

Eddie Neha (representative of Te Whare o Te Ata) spoke to item 6 (Chair's report) regarding community leases. He expressed frustration with the outcome of the August 2017 Community and Services meeting where community leases were placed on hold.

6. Confirmation of Community and Services Minutes - Open - 19 September 2017

Resolved: (Cr Casson/Cr Southgate)

That the Committee confirm the Open Minutes of the Community and Services Committee Meeting held on 19 September 2017 as a true and correct record.

7. Chair's Report - 31 October 2017

The Chair took the report as read. Along with staff, the Chair responded to questions from Elected Members concerning issues that were identified since Rototuna Recreation Centre opened and the intention for these issues to be resolved over the Christmas period of closure to limit effect on potential users.

Staff undertook to review how Elected Members are invited to represent council at events and establish if there was a better way for Elected Members to be informed of upcoming events.

Staff Recommendation

That the Community and Services Committee receives the report.

8. General Managers Report

The General Manager of Community introduced the report, noting that the Chair of Community and Services Committee would make a submission on behalf of Council during the Waikato District Council hearing on their Library Services Contracts Review. Staff responded to questions from Elected Members concerning the current service level to Waikato Regional Council ratepayers and the four options that Waikato District Council were consulting on.

Resolved: (Crs Bunting/Southgate)

That the Community and Services Committee:

- a) receives the report; and
- b) approves the deferral of the Sport of Bowls report to a Community and Services meeting in early 2018.

The meeting adjourned from 12.00pm to 1.00pm

Item 10 (Civil Defence Emergency Management (CDEM) Update) was taken after item 7 (General Managers Report) to accommodate staff availabilities.

9. Civil Defence Emergency Management (CDEM) Update

The City Safe Unit Manager took the report as read. In response to question from Elected Members it was confirmed that Hamilton City Council Emergency Operation Centre would move to the new office in January 2018. Elected Members would be invited to walkthrough the new office at an appropriate time.

Resolved: (Crs Bunting/ Casson)

That the Community and Services Committee receives the report.

10. Community Assistance Policy Review – 2017 – (Recommendation to Council)

The Manager of Social Development introduced the report noting that the key change to the policy was the reinstatement of the Community Event Fund. Staff responded to questions from Elected Members concerning the criteria for Community Event Funding, including that the event must have expected attendee numbers of over 1000 and that there was an decrease in the cost per resident of grants over the last 7 years.

The following motion was taken in parts

Resolved: (Crs Southgate/Macpherson)

That the Community and Services Committee

- a) recommends the Council approve the Community Assistance Policy; and
- b) notes that staff will provide a range of options for increasing the amount of funding for Community grants per resident for consideration through the 10 Year Plan process.

Crs Casson and Taylor Dissenting.

Cr Mallett retired from the meeting at 13.13pm during the discussion of the above item. He was not present when the matter was voted on.

11. Resolution to Exclude the Public

Resolved: (Crs Bunting/Casson)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Creative Waikato Board Appointment) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

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

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
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The meeting moved to a Public Excluded session at 1.35pm

The meeting was declared closed at 1.42pm

Council Report

Item 6

Committee: Community and Services Committee

Date: 27 February 2018

Author: Amy Viggers

Authoriser: Becca Brooke

Position: Committee Advisor

Position: Governance Team Leader

Report Name: Chair's Report - 27 February 2018

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

That the Community and Services Committee receives the report.

Attachments

Attachment 1 - Chair's Report - 27 February 2018

Attachment 2 - Community and Services Committee Schedule of Reports 2018 .



Chair's Report

2017 the focus was on a few critical community assets and the 10 Year Plan. This year the focus will be around topics as prioritised in the schedule of reports. Please note that priorities for the first quarter are, the review of Community Development delivery, the review of the Central City Transformation Plan, Community Occupancy leases (including the future use of the Mill Street bowling facility) and the commencement and management of significant community facility upgrades (Waterworld and the Central City Library). However, I am happy to hear from members about any other issues or priorities.

Late last year Councillor Casson raised his desire to elevate the focus on our environmental responsibilities and that this committee include reference to "environmental services" in the name and terms of reference. My recollection is that the idea was favourably received. I have asked Community Services staff and Governance staff to include a report and recommendation to this committee or Council as appropriate next month. I support the view that our environmental considerations are not very visible to our communities and we need focus on priorities on both a shorter and longer-term basis. It would be good to have this change made by the time a new councillor is elected and a new deputy chair of C&S elected.

The Multi-Year Grant Committee, of which I am a member, met to consider the allocation of multi-year grants. On the committee was 5 external Members, I thank those external parties for their time and expertise. The applications exceeded the amount of money available by \$1,026,857 Councillors will recall receiving information late last year in respect to the quantum of the fund and the amount per ratepayer allocated to grants. The amount per resident has not increased in the last 11 years. The panel was heartened by the amount of great work going on in the community by the applicants. However, they were concerned that the fund did not enable inflation proofing of contributions and the amount to be allocated. This meant some worthy applicants missed out or got far less than they requested. In fact, 17 of the successful applicants got less than last time they applied.

There was excellent reflection and feedback offered by the panel which Andy Manning will include in his report early April. By then the Single Year Grants will also have been determined. You may recall that last year Cnr Yeung and I raised issues about the pressure on that fund. I suggest that, after the 10 Year Plan, Council holds a discussion on the priorities for funding and the amount required to sustain the good work of our community sector. One of the external members suggested a field trip to some of the organisations funded to understand the strengths and opportunities. I have asked staff to report back on how this could work.

This year there will be some community unrest as we upgrade the Waterworld and re-instate the CBD library. But by mid-year there will be good progress to report to the public. On a high note, the opening of Victoria on the River and The Peak (Rototuna Recreation Centre) have been favourably received by the public. In each case there have been a few small issues to resolve and these are being worked through. Lance will talk about The Peak more fully in his report. The new Concept Garden is looking amazing and that asset goes from strength to strength. The good work of Peter Sergel, the support of the many sponsors and Friends of Hamilton Gardens cannot go unmentioned.

Attachment 1

This year I would like to discuss ways we can work increase community engagement and public participation in local projects in their early stages. I consider we can achieve more with community buy in and funding partnerships. The interest in both local and destination playgrounds remains high and we need to be clear with the community about the roll out of these and find opportunities to fast track progress where partners can contribute some funding.

Thank you to the councillors who have attended community events in the latter part of last year, the organisations great appreciate it and have missed the regular attendance of Philip Yeung. I remain of the view that Council (as a whole) could use other community facilities to increase the outreach and enable better understanding of our governance roles and process.

I remain concerned about the investment in the social, cultural and environmental sectors of the community but remain confident that the programme set out this year will drive some improvements.

Recommendation

That the Community and Services Committee:

- a) receives the report; and
- b) approves the 2018 Community and Services Committee Report Schedule.

Item 6

Councillor Paula Southgate
Chair Community and Services Committee

Community & Services Committee 2018 Schedule of Reports								
Standing Items	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Chairs Report								
GMs Report								
Confirmation of Minutes								
Plan Updates	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Skate Park Update								
Active Hamilton Implementation/Status Report								
Age Friendly Cities								
Community Development Action Plans and Social Wellbeing Indicators								
Reporting mechanisms to assess progress of sustainability actions								
Enderly Park Community Occupancy								
Community Facilities Leases								
Beale Cottage								
Lake Domain Management Plan								
Community Occupancy leases								
River Plan								
Hamilton Libraries Strategic Plan								
Libraries Community Facilities Plan								
Hamilton Biking Plan Annual Report								
Hamilton Gardens Management Plan 2014								
Operative Twin Stadia Development Plan & Reserve Management Plan								
Public Art Plan								
Riverside Reserves Management Plan 2008								
Maaori Landmarks on Riverside Reserves Management Plan 2003								
Historic Reserves Management Plan (Miropiko reserve Management Plan 2001)								
Sports Parks Management Plan 2009								
Open Spaces Plan								
Reserve Management Plans								
Taitua Arboretum Development Plan								
Neighbourhood and Amenity Reserves Management plan 20017								
Cemeteries Management Plan 2016								
Playgrounds of the Future Plan								
Pooches in Parks Plan								
Strategic Reports	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Sporting Code cost equity Report								
H3 community use business model								
Central City Safety Plan								
Hamilton Waikato Tourism - Six Monthly								
Stadium Bowling Facilities								
Rototuna Development Design Options								
Sports of Bowls								
Dame Hilda Ross Place/Plaza								
Strategic Direction of Community Development								
Event Sponsorship 2016/17 Review and 2017/18 applications								
Policy/Bylaw Review or Development	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Draft Event Sponsorship Policy								
Community Assistance Policy								
Disability Policy								
Community Occupancy Policy 2014								
Naming of roads , Open Spaces and Council Facilities Policy 2016								
Public Places Policy 2016, Public Places Bylaw 2016								
Culture and Recreational Facilities Bylaw 2012								
Smoke-free Environment Policy 2015								
External Funding Applications Policy 2014								
Keeping Our Communities Safe Policy								
Parks, Domains and Reserves Bylaw 2012								
City Cemeteries and Crematorium Bylaw 2012								
Strategic Plan Review or Development	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future

Zoo Master Plan								
Submission / Legislative Reports	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Stakeholder Liaison Reports	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
Rototuna Indoor Rec Centre Trust								
Waikato Region Civil Defence Emergency Management Group								
Lake Rotokauri Advisory Committee								
People's Project								
University of Waikato Ethics Committee								
Sports Ambassador								
Creative Communities Scheme Assessment Committee								
BAU Reports	27-Feb-18	17-Apr-18	7-Jun-18	24-Jul-18	11-Sep-18	30-Oct-18	11-Dec-18	Future
CDEM Update								
External Funding reports and Applications								
Public Art Applications								
Update on MOU SPCA								
Matariki Public Art proposal								
Meteor Theatre Annual Report								
Clarence street Theatre Annual Report								
Gallagher Academy of Performing Arts Annual Report								
Community Assistance Policy								

Council Report

Item 7

Committee: Community and Services Committee

Date: 27 February 2018

Author: Nick Chester

Authoriser: Lance Vervoort

Position: Social Development Policy Advisor

Position: General Manager Community

Report Name: Age Friendly Hamilton Plan

Report Status	<i>Open</i>
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Purpose

1. To inform the Committee on the Hamilton Age Friendly Plan.
2. To endorse the Hamilton Age Friendly Plan.

Staff Recommendation

That the Community and Services Committee:

- a) endorses the Hamilton Age Friendly Plan; and
- b) supports the submission of the Age Friendly Plan to the World Health Organisation.

Executive Summary

3. Development of the Hamilton Age Friendly Plan has previously been supported by the Council at the Community and Services Committee meeting on 16 May 2017.
4. The Age Friendly Plan has been developed by the Hamilton Age Friendly Steering Group.
5. The Plan requires endorsement from the Council before being submitted to the World Health Organisation.
6. Upon approval of the Plan by the World Health Organisation, Hamilton will join the Age Friendly Global Network. No cities in New Zealand currently have this accreditation.
7. Staff recommend that the Council endorse the Hamilton Age Friendly Plan.
8. Staff consider the decision of low significance and that the recommendations comply with the Council's legal requirements.

Background

9. At the Strategy and Policy Committee meeting on 3 May 2016, the committee passed the following resolution:
 - b) *the Committee recommend to Council that Hamilton City join the World Health Organisation Age Friendly Global Network;*

- c) Council instruct the Older Persons Advisory Panel to appoint an Age Friendly Steering Group to develop an Age Friendly Plan for Hamilton, with the following timeframes:
- Appointing of steering group members (1 month);
 - Initial scoping of services and facilities available to older people in Hamilton, and identifying gaps (6 months);
 - Development of Age Friendly Plan for Hamilton (6-9 months, including certification process for World Health Organisation);
 - Implementation of plan (ongoing with regular review and updates to the plan); and
- c) the Older Persons Advisory Panel is to report back to the Strategy and Policy Committee at appropriate times during the development of the Plan.
10. At the Community and Services Committee meeting on 16 May 2017, the Committee passed the following resolution:
- Retires the Older Persons Plan; and
 - Continues to support the Age Friendly Steering Group in the development of an Age Friendly Plan for Hamilton
11. The Age Friendly Plan for Hamilton has been developed by the Age Friendly Steering Group with support from council staff. The Group has been chaired by Dame Peggy Koopman-Boyden, and has met bi-monthly since mid 2016.
12. The aim of the plan is to provide improved facilities and services for older people in Hamilton by working together where possible.
13. The Plan is community led and owned, with a number of agencies (including Council) contributing to the development and committed to implementing the associated actions.
14. All Age Friendly Plans submitted to the World Health Organisation require support and endorsement from their local council.
15. If the application is successful, Hamilton will become the first New Zealand city to be included in the Age Friendly Global Network.
16. Benefits of joining the network include international recognition and a greater ability to utilise international concepts for improving cities for older people. There are currently 541 cities and communities in 37 countries that are part of the network.

Discussion

17. The Plan has been developed through discussions with council, the community and a number of supporting agencies. The Plan contains 48 actions for completion over the next 4 years. Each action has a lead agency responsible for delivery.
18. Actions cover a number of themes. Key actions include greater collaboration with older people on transport issues, improved projects to improve social connections, and an increased number of older people being physically active through the “Green Prescription” programme.
19. Although it is not a council-owned plan, the Age Friendly Plan has strong strategic links to several council plans, policies and strategies. These include the Hamilton Plan, Disability Policy and Action Plan and Biking Plan. It builds on the success of Council’s Age Friendly Plan, which was operational from 2015-2017.
20. The Age Friendly Plan has been designed to involve and include a number of other agencies, groups and businesses who work with older people in Hamilton. The Plan looks to build stronger ties between key agencies for more collaborative planning and delivery for the needs of older people in the future.

21. Fifteen of the actions in the Plan are being led by the council. Of these 15, the following business units are leading the delivery of them:
- Transport – 3
 - Community – 8
 - Libraries – 3
 - Aquatics – 1
22. Actions in the plan that are to be undertaken by other agencies have been discussed and agreed to in advance by the respective agencies.
23. The Plan has an initial four year lifespan. The council will be provided with annual updates on progress to implement the plan.

Financial Considerations

24. The council actions in the Plan are currently funded activities, agreed to by business units. No additional funding is required.

Legal and Policy Considerations

25. Staff confirm that the Hamilton Age Friendly Plan complies with the Council's legal and policy requirements.

Cultural Considerations

26. Kaumatua and older Maaori are a key part of Hamilton's Age Friendly Plan. The Steering Group has worked closely with the Rauawaawa Kaumatua Charitable Trust and the Council's Aamorangi Maaori (Maaori Advisor). A feedback session was also held with Kaumatua during consultation.

Sustainability Considerations

27. The Age Friendly has alignment with the following Sustainability Principles:
- Principle 1: Council includes environmental, economic, social and cultural considerations in its decision-making criteria
 - Principle 5: Council promotes walking, cycling, public transport and other low carbon transport options
 - Principle 6: Council works to improve the resource efficiency and health of homes, businesses and infrastructure in our city

Risks

28. There are no significant risks identified

Significance & Engagement Policy

29. 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

30. A large degree of community engagement has occurred during the development of the Plan. This has included open sessions, targeted sessions with various sectors of the community and discussions with service providers, rest homes and other agencies with a particular interest in the project. The Steering Group has also undertaken visits to a number of facilities that have a

Item 7

focus on older people. More information on engagement can be found on pages 33-35 of the Plan.

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

Attachments

Attachment 1 - Draft Hamilton Age Friendly Plan .



HAMILTON, NEW ZEALAND

An age friendly city



Photo: Hamilton City Council

Photo: Age Concern

Plan and process for becoming a more age friendly city, 2018 - 2021

For presentation to the World Health Organisation



SUPPORTING AGENCIES



E tere tupu ana te tatauanga tangata ki Kirikiriroa. E ai raa ki te rangahau tatauanga ka tupu rua mano taangata ia tau ka noho ki Kirikiriroa.

Naa te tupu tere mai ka tini pea te ahuatanga tatauanga noho taangata ki Kirikiriroa.

Heoi, ko te mahere kaumatua 2018-2022 nei he mahere titiro whakamua, he mahere whakaaro ki ngaa kaumatua ka noho ki konei.

Ko te kaunihera o Kirikiriroa kei te whakarewa teenei kaupapa hei hanga te ara pai hei manaaki i te hunga kaumatua ka noho Kirikiriroa.

WELCOME FROM THE MAYOR

Hamilton is a growing city in New Zealand's North Island, with a vibrant and diverse population. Like many New Zealand cities, Hamilton is experiencing population ageing, but is well situated to respond to the needs of an increased number of older residents.

Hamilton is well suited for older people, being relatively flat and easy to negotiate, and with many facilities and services that cater to the needs of older people already existing. As a city, we have a unique opportunity to lead the way for other New Zealand cities in taking an age friendly approach to future development. Relevant agencies can retain and build on features of the city that work well for older people, whilst working together to develop new initiatives that will benefit all older people now and in the future.

As Mayor of Hamilton, I fully support the Age Friendly Plan and look forward to seeing the positive change it makes in the city.

Andrew King

Mayor of Hamilton

WELCOME FROM THE CHAIR OF THE AGE FRIENDLY STEERING GROUP

When the idea of establishing Hamilton as an Age Friendly city was confirmed, the Steering Group was excited about the possibility of consolidating existing projects and introducing new projects and ideas. Having lived in Hamilton for many years, most of us thought we knew the extent of Hamilton's facilities for older people.

Through our many public forums we were surprised, and delighted, to find that already Hamilton had many, many services and facilities for older people, along with numerous friendship groups. A major task became to document these projects and more widely communicate them. We also initiated the further enhancement of existing programmes, and encouraged the partnership of various groups in establishing new ones. Again we have been delighted with the enthusiasm of these partnerships.

We have endeavoured to guide the direction of the Age Friendly project with the Principles (listed on page 9), and with the over-riding aim of sustainability and universal design. Both of these aims will require continuing communication, not only within each of the community programmes, but also at the highest level of local planning – the city and regional councils.

On behalf of Hamilton's older people, and those "becoming" older people, we look forward to joining the Age Friendly Network and the pleasure of "ageing gracefully".

*Emeritus Professor Dame Peggy Koopman-Boyden
DNZM*

Chair, Age Friendly Hamilton Steering Committee

INTRODUCTION

KOORERO WHAKATAKI

SECTION 1:

CITY OF HAMILTON BACKGROUND

Hamilton is New Zealand's largest inland city, and fourth largest urban area, with a population of around 161,000 people (2016). It has 3.4% of New Zealand's total population and is one of the fastest growing cities in the country. It is a diverse city, with almost a quarter of the population born outside New Zealand. Hamilton is home to a world class centre of agricultural biotech excellence and to many of New Zealand's science research facilities as well as being a leading area for high-tech innovative manufacturing and engineering industries. Hamilton is also home to three major tertiary education providers – the University of Waikato, WINTEC, and Te Wananga o Aotearoa.

Hamilton City and the surrounding districts have experienced significant population growth over recent years, resulting in the city growing faster than had been anticipated in Hamilton City Council's 2015-25 Ten-Year Plan. Population and household projections have been based on projections prepared by the National Institute of Demographic and Economic Analysis (NIDEA).

The projections suggest that over the next 10 years more than 2,000 additional people will live in Hamilton city every year.

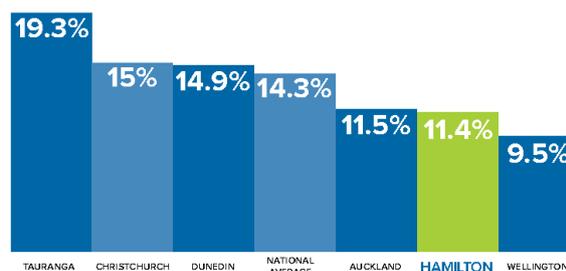
Thus, over the period of the Age Friendly Plan 2018-2022, the demographic composition of the city is expected to alter dramatically. Key changes to the demographic composition of the population include:

- Significantly more residents (in total number and percentage terms) in older age cohorts (the increase in the population aged 65+ will increase from over 20,000 in 2018 to 62,000 in 2048)
- A decrease in the number of child residents (in total number and significantly in the proportion of population). Children (aged 15 and under) who are residents will decrease from over 32,000 in 2018 to under 29,000 in 2048).
- The ethnic composition of the population is also likely to change, with a larger number of older Maaori, and other ethnic groups.

Figure 1:

PERCENTAGE OF NEW ZEALAND CITY POPULATION 65+ YEARS, 2013

TATAURANGA MOO TE HUNGA 65 NEKE ATU, 2013



Source: Statistics New Zealand (2013), Census 2013, Wellington: Statistics New Zealand

Compared to other cities in New Zealand, Hamilton has a lower proportion of older people, but will still experience a significant increase in the proportion of the population who are older. The next New Zealand Census will occur in March 2018.

Table 2:

ACTUAL AND PROJECTED POPULATION % 60+ YEARS, HAMILTON 2013 - 2028

HE TATAURANGA TUUTURU, HE TATAURANGA PAANUI WHAKAARO MOO TE HUNGA 60 NEKE ATU, KIRIKIRIROA 2013-2018

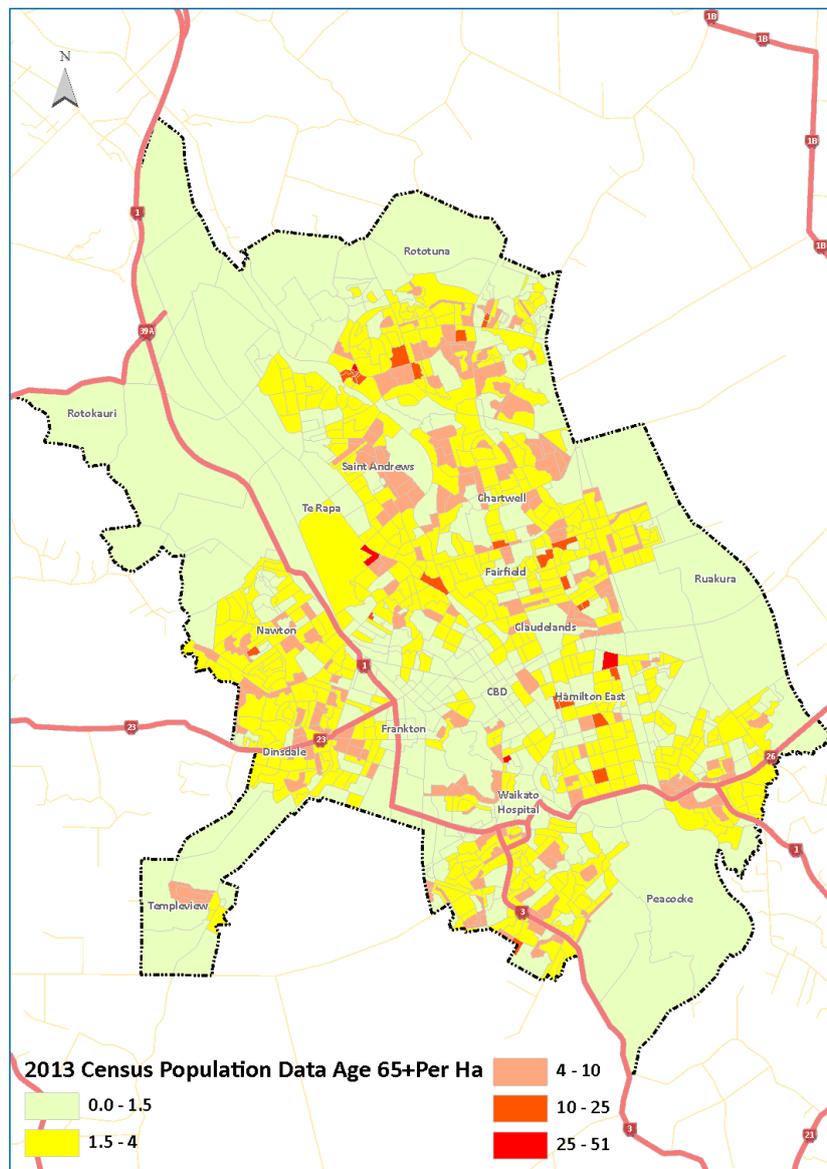
	2013	2018	2028
Hamilton Population 60+ years	23,440	27,800	37,400
Percentage of Hamilton Population	15.6%	17.0%	20.3%

Source: NIDEA, 2016

Figure 3:

DISTRIBUTION OF OLDER PEOPLE (65+ YEARS) IN HAMILTON, 2013.
KO NGAA WAAHI E NOHO AI NGAA KAUMATUA (65+) I KIRIKIRIROA, 2013

The areas of Chartwell, Saint Andrews, Peachgrove, Peacocke, Rototuna and Te Rapa all have a high proportion of older people (between 15% and 28%). Most of Hamilton's older population do not live near the centre of the city. The attached map (Figure 3) shows the density of the Hamilton population aged 65+ years. It should be noted that in some areas, the number of older people is hugely influenced by the location of a retirement village.



Source: Statistics New Zealand (2013), *ibid*

SECTION 2:

**TIMELINE
OF HAMILTON
BECOMING AN AGE
FRIENDLY CITY**

WAATAKA I UU AI TE KAUPAPA
POIPOIA KAUMATUA KI KIRIKIROA

1993

Hamilton established the Council of Elders, which provided advice to the Hamilton City Council for 20 years. Council of Elders later replaced with the Hamilton City Council Advisory Panel on Older People (2014).

**MAY
2016**

Hamilton's Older Persons Advisory Panel recommended that the city join the WHO Age Friendly Global Network. The Council supported the initial application and the creation of an Age Friendly Steering Group to begin the process.

**SEPT 2016
MAR 2017**

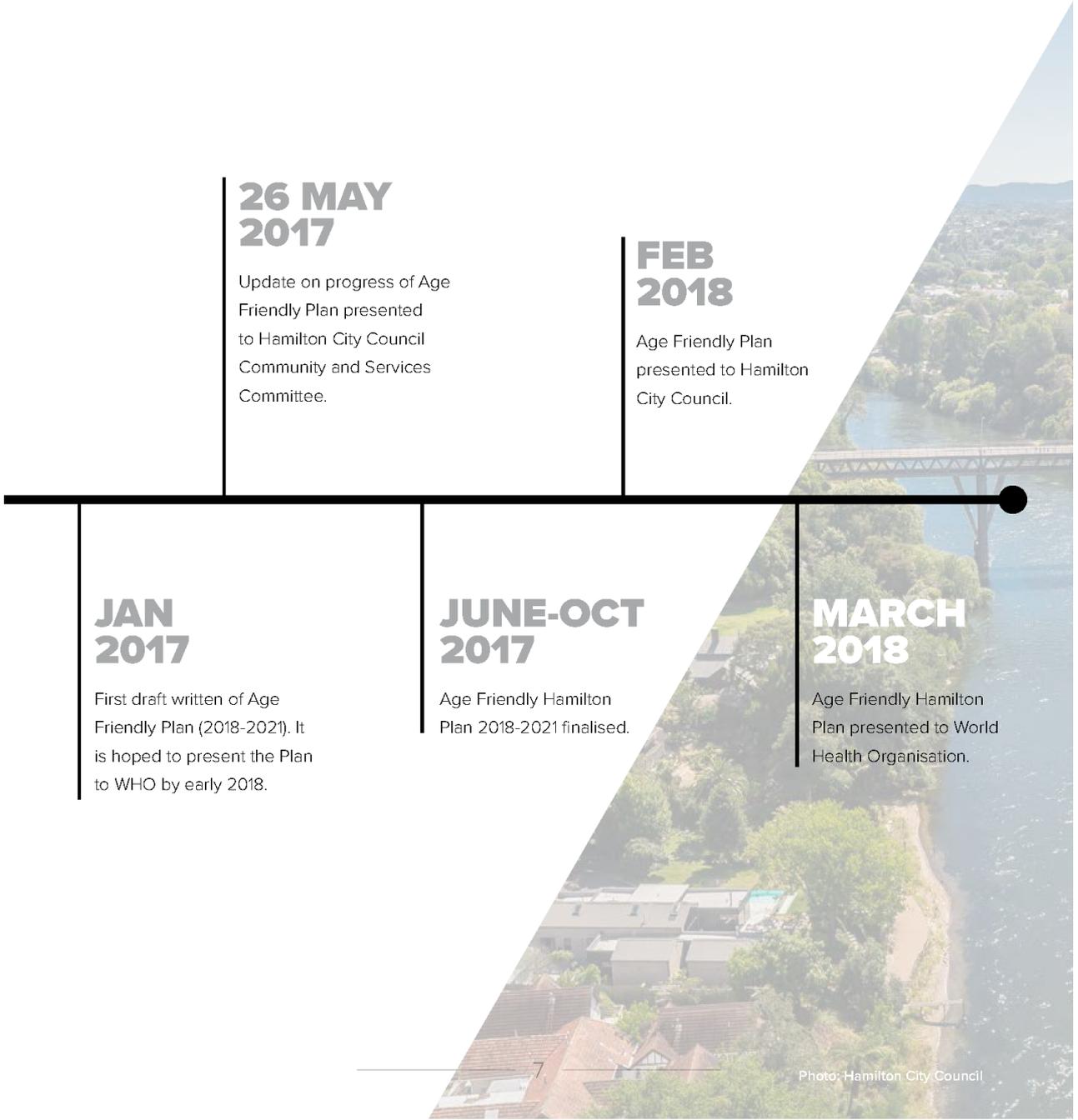
Meetings with various older persons groups, and support agencies to gather more information (see Appendix 3).

**JUNE
2015**

Hamilton City Council adopted its Older Persons Plan (2015) – Council's action plan to improve the city for older people.

**JUNE
2016**

Age Friendly Steering Group (AFSG) established, in discussion with members of the Hamilton City Council, and the HCC Advisory Panel on Older People.



Attachment 1



Item 7



PRINCIPLES GUIDING THE HAMILTON AGE FRIENDLY PROJECT

KO NGAA MAATAAPONO E ARATAKI NEI TEENEI KAUPAPA KI KIRIKIROA

In order for the Age Friendly Hamilton Project to be successful, the following principles will underpin the Plan:

1. Focus on the older person from a Wellness perspective

AROTAHU PUU ANA KI TE HAOUORA O TE KAUMATUA

A successful Age Friendly Plan for Hamilton will keep the needs of older people at the forefront at all times. The purpose of the Plan is to improve the lives of older people in Hamilton, and focus on wellness of older people as a way forward. Having a stated focus on the older person will ensure that this continues to be the case.

2. Build on what already exists

KIA HANGA TONU I TOONA TUAAPAPA O MUA

The Age Friendly Plan accepts from the outset that in many ways, Hamilton is already a great city for older people. There are already a large number of services and facilities that enable older people to live fulfilling lives, and even without a plan, these will continue to exist and thrive. The aim of the Plan is not to replace or reinvent projects and services that work well, but to acknowledge them, build on them and publicise them better to make more older people aware of what already exists

3. Encourage local community action

KIA AKIAKI TE TAUTOKO MAI O TE HAAPORI

The strength of the Age Friendly model is that the community can develop plans and actions that meet the specific needs of older people who live in Hamilton. The Age Friendly Plan aims to empower local communities to evaluate, proactively plan and respond to emerging needs for older people at a local level.

4. Working together

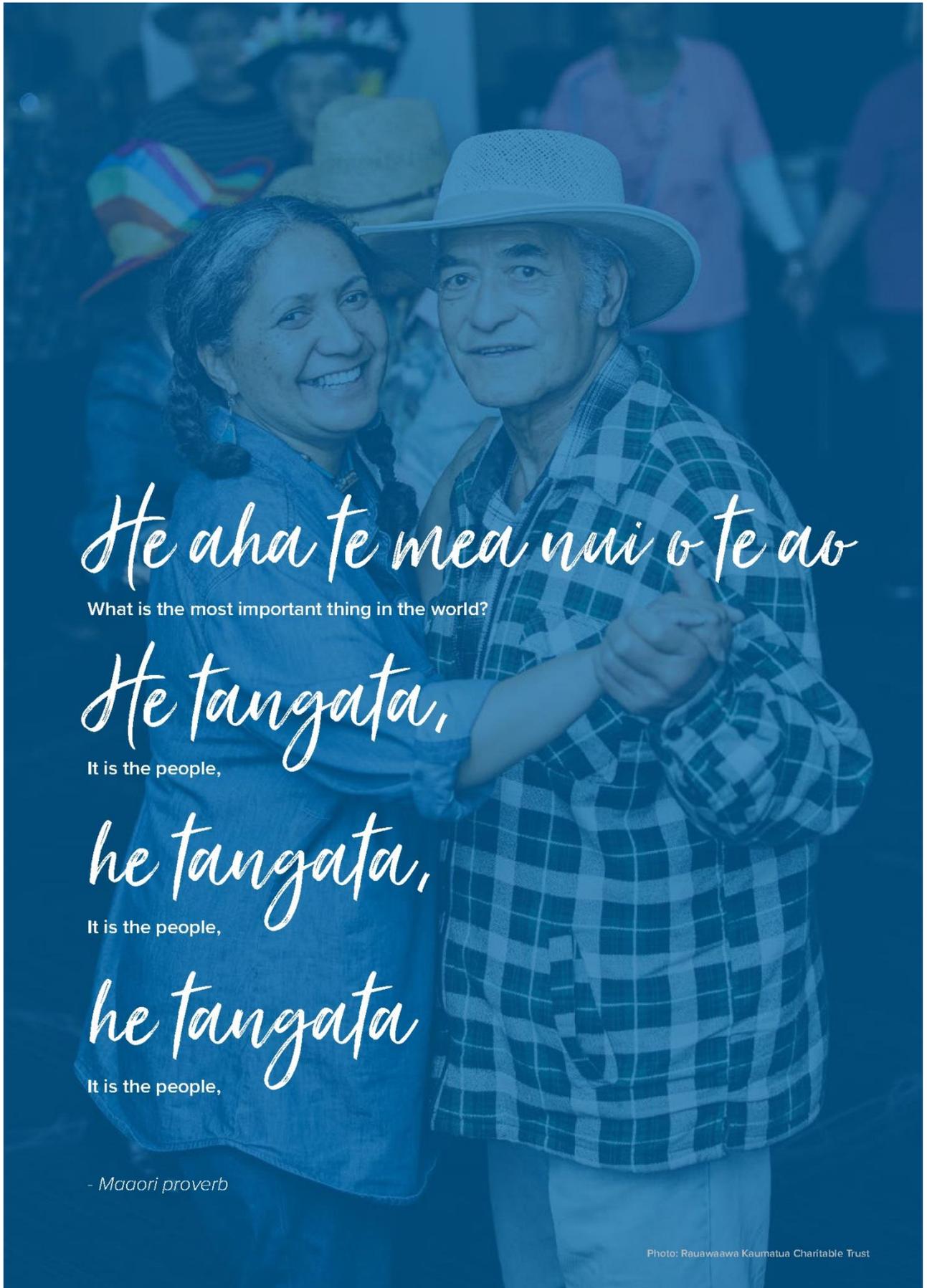
MAHI NGAATAHI

There is a large number of governmental and non-governmental agencies in Hamilton which are providing for the needs of older people. The Age Friendly initiative helps to provide a more collaborative approach, where groups to share a more common goal and can work together to achieve outcomes.

5. Being culturally appropriate

KIA TIKA TE HANGAI KI TE TIKANGA-AA-IWI

The Age Friendly Plan for Hamilton acknowledges the rich cultural diversity that exists in the city. It is accepted and acknowledged that for many cultures, old age may start earlier, or later, than at 65 years. In Hamilton, Kaumatua play a key role for Maaori, while many of the migrant and refugee communities, also have a significant population of older people. For these groups, the needs in terms of services and facilities may be different. The Plan acknowledges the key role these groups play in building an inclusive and diverse community for older people in Hamilton.



He aha te mea nui o te ao

What is the most important thing in the world?

He tangata,

It is the people,

he tangata,

It is the people,

he tangata

It is the people,

- Maori proverb

Photo: Rauawaawa Kaumatua Charitable Trust

SECTION 3:**PROJECTS FOR THE
HAMILTON AGE
FRIENDLY PLAN
2018-2021****KO NGA KAUPAPA MAHI NOO TE
MAHERE POIPOIA KAUMATUA 2018-2021****AGE FRIENDLY THEMES:**

- 1 Outdoor Spaces and Public Buildings
- 2 Transport / Mobility
- 3 Housing
- 4 Social Participation
- 5 Respect and Social Inclusion
- 6 Civic Participation and Employment
- 7 Communication and Information
- 8 Community Support and Health Services
- 9 Safety

INTRODUCTION

In this section, the projects are ordered according to the WHO list of 8 themes, with the addition of a 9th theme of Safety, based on feedback from Hamilton's older people. After detailing the WHO definition of each theme, each section:

- (a) documents feedback received from older people,
- (b) summarises the existing facilities and services available in Hamilton in 2017, and
- (c) lists the new projects to be undertaken.

The undertaking of the Projects will take place over the four year duration of the Plan (2018-2021). The projects will be at different stages at different times, and responsibility for their delivery has been assigned to various agencies and organisations, as outlined.

Once the Plan is approved, the Steering Group will be discontinued and an Evaluation Group established to provide project support and evaluative advice. Each project will be expected to have its own leadership, detailed plan, and strategies for maintaining its own sustainability.

1. OUTDOOR SPACES AND PUBLIC BUILDINGS

KO NGAA PAPA ME NGAA WHARE HAAPORI

GOAL: The community has places to enjoy and be part of outdoor activities that are safe and are easy to access.

1 (a) What Older People told us about Outdoor Spaces and Public Buildings:

- Hamilton has many high profile outdoor spaces that are flat and walkable for older people (Hamilton Gardens, Lake Rotoroa, Claudelands Park), but access to some of these could be improved.
- The similarity between the access needs of older people and those of all ages with disabilities should be recognised through Universal Design.
- More age friendly infrastructure (such as outdoor furniture and handrails in public buildings) needs to be provided.

1 (b) Access and use of Outdoor Spaces and Public Buildings in Hamilton – 2017

Public spaces and buildings in New Zealand are required by law to provide easy access for those with mobility impairment or who require assistance. A large number of public spaces exist in Hamilton, generally owned by the Hamilton City Council.

However, older people may experience difficulty accessing some of Hamilton's outdoor spaces and public buildings. Some buildings have narrow entrances and passageways, steep stairs, poor signage and heavy doors. Outdoor spaces often have an uneven terrain and long walking distances from carparks. Improving these aspects over time will contribute to a more age friendly city.

Recreation in outdoor spaces is also included in this section. The goal is to ensure that a variety of activities is available for older people in Hamilton so they can remain active as they age, and enhance their "physical literacy". Biking plans have been developed in the city to include the needs of older people and those with disabilities, by providing appropriate level gradients (Hamilton City Biking Plan, 2015-2045). The walking paths beside the Waikato River continue to be upgraded to ensure older people (and people with disabilities) can walk safely or drive mobility scooters – on shared pathways. A new underpass into Hamilton Gardens provides improved access for older people. The city also has outdoor spaces allocated to various sports of particular interest to older people (e.g. croquet, bowls).

Hamilton is also likely to be influenced by the global movement to establish playgrounds which include equipment for a range of fitness and flexibility levels for all older people to use for recreational purposes. As well there is a move to complement existing children's playgrounds with equipment for adults (particularly older people), thereby encouraging intergenerational contacts and activities (see Section 5 Respect and Social Inclusion).

1 (c) Projects to increase older people's access and use of Outdoor Spaces and Public Buildings in Hamilton

	Project	Continue/ Enhance/ New	Responsible Agency/	Success Indicators and time frame
1.1 Hamilton	Ferrybank project as part of the River Plan will incorporate Age Friendly facilities	New	Hamilton City Council	Ferrybank project includes age friendly features, integrated with the Celebrating Age Centre
1.2	Iniate discussions to develop exercise stations at retirement villages in Hamilton	New	Hamilton Retirement Villages / Sport Waikato	Exercise stations installed by 2021, and Village management observes their regular useage by residents, with an increase in resident's fitness
1.3	Increased accessibility of Hamilton Gardens to older people	Enhance	Hamilton City Council	Continued provision of mobility scooters and wheelchairs for hire at the Gardens
1.4	Ensure consideration is given to the needs of older people in the design of new public buildings	New	Hamilton City Council	Opportunities for consultation are provided to older people on significant council plans

2. TRANSPORT / MOBILITY

WAKA HARI/OREORE

GOAL: Everyone's needs are considered when it comes to footpaths, road signs, traffic lights, and public transport.

2 (a) What Older People told us about Transport and their Mobility:

- Bus services are good. The Super Gold Card provides older passengers with free services during off peak hours, which allows greater accessibility to the city's facilities and social activities.
- Uneven footpaths are often caused by cobblestones and tree roots, making pavements dangerous for pedestrians.
- Mobility scooters and aides are likely to become more common in the future and need to be included in transport plans.

2 (b) Access and use of Transport, and the Mobility of older people in Hamilton – 2017

Ongoing discussions between the Hamilton City Council and transport service providers for older people indicate that Hamilton's public transport is generally working well for older people.

Public transport in Hamilton is a shared responsibility between Waikato Regional Council (which administers the bus network system) and the Hamilton City Council (which provides the infrastructure, including the Hamilton Transport Centre, Anglesea Street). The two Councils work together to deliver Hamilton's public transport system, and are required by law to consider the needs of older people and those with disabilities. There is frequently a large overlap in these needs in Hamilton.

The mobility of older people is enhanced by using their (government funded) Super Gold Card to travel on the city's buses free, during off-peak times (weekdays 9am to 3pm, and after 6.30pm; and at all times during weekends), by a free inner city bus, and by the Orbiter bus service which

continuously circles the city's boundaries and major public institutions, including shopping centres and the hospital.

The mobility of older people is also enhanced by the availability of special car parks for the disabled in the city, and for vans transporting older people. All Hamilton buses are fully accessible, with step free access and wheelchair spaces on board.

The current cohort of older people includes the highest percentage of private car licence holders, with most of these New Zealanders having been driving for at least 50 years. While public transport is good, the city of Hamilton covers a large area, so that many older people living in the city continue to use private cars and drive well into their 70s and 80s. From the age of 75 (and every subsequent 5 years), national licensing regulations require the testing of their driving competency, every five years. A number of agencies in Hamilton provide assistance to older people in renewing their driver licence, or in maintaining their driving skills.

In the last five years, considerable discussion and planning have been undertaken to establish the Hamilton Biking Plan, aiming to make Hamilton 'bike-safe'. The Plan's implementation of proposed cycle tracks will have a huge impact on the mobility of all age groups, and could also encourage older people (most of whom learnt to bike in their childhood) to bike again, for work, exercise and relaxation. Already some 'refresher' classes on bike safety have been held for older people to build their confidence where they have not been on a bike for a long time.

In future, mobility scooters and driverless cars are also likely to allow for the greater mobility of older people, and will need to be included in transport plan discussions. Driverless cars will help to overcome the reality for older people of losing their driving licence and will allow continued mobility into even older ages, along with the possibility of some older people "driving" a car for the first time. Both situations will need to be planned for carefully, and as soon as possible.

2 (c) Projects to increase older people's Mobility and their access to Transport in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
2.1	Continue to upgrade bus stops, providing shelters and spaces for mobility aides (ie scooters, wheelchairs, walkers)	Continue	Hamilton City Council	10 bus shelters per annum, 2018-2021
2.2	Continue to assess position of bus stops to ensure they are in locations where there are increasing population densities of older people (e.g. outside a Retirement Village, Settlement Centre Waikato)	Continue	Hamilton City Council	Appropriately positioned bus stops, according to feedback from older people
2.3	Continue improvements to kerbs and crossings, making them more accessible to people using mobility aids	Continue	Hamilton City Council	Improvements are ongoing
2.4	Provide information to people turning 65 as to their public transport benefit entitlement to through the SuperGold Card	Enhance	Waikato Regional Council	Ongoing marketing through publications that older people read
2.5	Provide training to older people on new technology being used for public transport in Hamilton, such as the Transit Realtime app	New	Waikato Regional Council	Run regular workshops with older people's groups annually (at least 2)
2.6	Consider the needs of older people in Annual Bus route reviews and triennial Public Transport Plan reviews	Enhance	Waikato Regional Council	Older people to be consulted on plans (annually)
2.7	Provide driver refresher training for older residents who are near driving reassessment age	New	Age Concern	Training to be available from 2018 – review effectiveness over the lifespan of the Plan
2.8	Promote cycling as a beginning or alternative transport for new refugees and migrants as a way of familiarising themselves with the city.	Enhance	Settlement Centre Waikato / Hamilton Multicultural Services Trust	Run regular cycle trainings for older refugees and migrants.
2.9	Promote open road driver training for older migrants and refugees	Enhance	Settlement Centre Waikato / Hamilton Multicultural Services Trust	Expand driver training sessions

3. HOUSING

KO NGAA WHARE

GOAL: Older people are encouraged to live in their own homes or have a choice of housing that is appropriate and affordable, with a design for all ages.

3 (a) What Older People told us about Housing:

- The needs of older people need to be considered in new housing developments.
- There should be options for smaller, communal living arrangements for older people (more village type arrangements).
- Neighbourhood connections should be improved for older people.

3 (b) Access to Housing in Hamilton for older people - 2017

The current cohort of older people in New Zealand (and Hamilton) has a heritage of home ownership, although the current rate of home ownership of older people in Hamilton (57 percent) is lower than the national average (65 percent). However, for a variety of reasons, future cohorts of older people will be more likely to rent their housing, or seek social housing or other semi-communal alternatives, such as retirement villages.

In the last decade, living in more communal environs has become a popular form of housing for an increasing number of older people. In Hamilton and the surrounding Waikato region, there has been a rapid expansion of retirement villages and an upgrading of existing rest homes. Such housing usually operates on a 'licence to occupy' basis (ie the residents do not actually own the building), with considerable variation in the financial and legal contracts. Many older people are attracted by the lack of maintenance responsibilities, the on-site social facilities, a greater sense of security and the company of similarly aged neighbours. The housing concerns of other older people include being isolated in their own homes from the general community, and the cost of housing rates and maintenance, despite the huge capital asset they have tied up in home ownership.

An ongoing series of research projects, funded by the Public Good Science Fund, has produced a manual on house maintenance, providing a detailed checklist of maintenance and repairs for inside and outside the house. It aims to help owners/tenants keep their home "safe and comfortable and enjoyable to live in" (see: Good Homes, Repairs and Maintenance Assessment and Solutions, 2012, www.goodhomes.co.nz).

In the past the Hamilton City Council has owned and tenanted a number of 'pensioner houses'. After a series of reviews and public discussion, The Council sold its pensioner housing in 2015. The housing is still offered to older people through private providers.

There is a continuing concern for the number of homeless people in Hamilton who are usually unemployed and have a variety of other issues. Several agencies provide meals and clothes, with the major city initiative being the 'Project Homelessness', as part of the WiseUp Group. The project has a clear primary focus on finding housing, followed by support for other problems.

3 (c) Projects to increase older people's access to Housing in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
3.1	Publicise the GOOD HOMES Repairs and Maintenance Manual	New	Age Concern	Run workshops familiarising older people with the Manual
3.2	Run workshops on home efficiency for older people	New	Age Concern Hamilton City Council	Run 1-2 workshops annually
3.3	Expand number of Kaumatua Villages in Hamilton	Enhance	Nga rau Tatangi	An increase in Kaumatua housing by 2020 Share learnings from development
3.4	Explore options for a centralised Housing Hub	New	Waikato Housing Network	Hub is established by 2019

4. SOCIAL PARTICIPATION

WHAI WAAHITANGA HAAPORI

GOAL: Older people can interact with family and friends and also with people in the wider community in which they live.

4 (a) What Older People told us about their Social Participation:

- There are many good community facilities and events in Hamilton suitable for older people and which encourage social participation. These include the internationally accredited Hamilton Gardens, seniors' events at Waterworld, Balloons over Waikato, and many others.
- The Celebrating Age Centre is a great facility for older people but may be unaffordable for some groups, and needs some maintenance.
- A large number of recreation activities offer discounts to older people, e.g. movie theatres, swimming pools, Hamilton Zoo.
- There are fewer events suitable for those aged over 80.

4 (b) Social Participation of older people in Hamilton – 2017

Regular Hamilton City Council surveys show that older people in Hamilton generally feel well connected to their community (61% - Hamilton City Council Community Profile Survey, 2014), although a significant number still feel somewhat isolated (37%).

Many agencies in Hamilton provide programmes that aim to increase social participation. However most of these agencies operate on limited budgets, often with external funding which has to be applied for annually.

Activities and services offered include exercise and wellbeing programmes (Sport Waikato), organised outings or days (Waikato Friends of the Gardens, and Friends of the Museum), befriending and visitor services (Age Concern). Similar activities emphasising social participation are usually provided in rest homes and retirement villages, which also offer free bus services to various city locations. Churches, mosques and temples take a major role in organising a variety of activities for older people along with spiritual services and support, thereby encouraging participation in religious activities and events. A large number of activities for older people occur at the Council owned Celebrating Age Centre (Victoria Street, in the CBD). Annual events and cultural celebrations increasingly involve older people in maintaining traditions (e.g. Matariki New Year, Diwali Festival of Lights, Chinese New Year and the annual Kaumatua Games). Community groups such as the Chinese Golden Age Society and the Senior Indian Citizens Association meet regularly and organise social and cultural activities for members.

Older people also manage their own groups focussing on social participation through choral singing, crafts, heritage, forest and animal conservation and other activities while various suburban walking/cycling groups have both exercise and social participation as their aim. The interest in walking/cycling groups among older people is likely to increase in the next decade, with the increased number of facilities in Hamilton (river walks and cycle tracks), and the interest in such events as the Master Games, where in 2017, events were held locally and were for all (older) ages. Given the large proportion of older people who are women (57% - Census 2013), there are also many informal suburban and community groups of women who meet in each other's homes or a local cafe as a gardening, writing or book club. There are also many well established organisations within the city (Service Clubs, U3A, Returned Services Association, churches), where separate groups (often organised by older members), cater for the interests and greater social participation of their older members.

4 (c) Projects to increase older people's Social Participation in Hamilton

	Action	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
4.1	Continue the annual Kaumatua Olympics, Kaumatua Ball and other events	Continue	Rauawaawa Kaumatua Charitable Trust	Events continue to be held annually, with increasing attendance of all older age groups
4.2	Ensure there are appropriate facilities available for older people	Continue	Hamilton City Council and Community Houses	Spaces continue to remain available for older people for the duration of the plan
4.3	Community Centres and neighbourhood houses are encouraged to include or increase activities for older people	Continue	Hamilton City Council / Community centres	Increasing participation in neighbourhood house activities by local older people, by 2020
4.4	Provide information on social and recreational opportunities that exist for older people in Hamilton	Enhance	Hamilton City Council	Promote online database of community run activities to better inform older people of their existence (by 2018)
4.5	Hamilton religious institutions recognise the ageing of their congregations and ensure that older people are able to participate as fully as they would want	Enhance	Hamilton religious institutions	<ul style="list-style-type: none"> • Social groups/activities for older people be continued and enhanced • Create online database of religious run activities to better inform older people of their existence (by 2019)
4.6	Support older people to be more actively engaged in the Annual Chinese Sports Day	Continue	Rainbow Chinese Community Trust	Sports Day will continue annually with increased participation of older members

5. RESPECT AND SOCIAL INCLUSION

KIA WHAI MANA, KIA WHAI AROHA AI TE KAUMATUA

GOAL: The community reflects its respect for older people and their role in society with positive examples of ageing and inter-generational understanding.

5 (a) What Older People told us about Respect and Social Inclusion:

- There are generally high levels of respect for older people in Hamilton from other age groups, although sometimes not among younger people.
- Ensuring businesses and public services are more responsive to the needs of older people would help their inclusion.

5 (b) Respect and Social Inclusion of older people in Hamilton – 2017

In Hamilton respect for older people is shown in the kindly behaviour of others towards them, and in the ways older residents are valued and remembered. Respect can be seen in the multitude of plaques placed in the Hamilton Gardens remembering previous older residents. A similar tradition is being encouraged by the Council's Heritage Group in its efforts to identify city sites, which honour and respect the work of previous generations (e.g. Steele Park, Hamilton East). The fostering of multicultural festivals (Chinese New Year, Matariki, Divali) by the Hamilton community has allowed for greater acknowledgement, respect and inclusion of people of diverse cultures, especially their older people whose heritage is increasingly valued. The Hamilton City Council annual Civic Awards regularly include the work of older people, in their commitment and long service to education, sport, social services, culture and business. Similarly the Waikato District Health Board initiative, Age WISE, biannually recognises the value of volunteers in the health area, including older people.

Many public organisations, social agencies and businesses within the city offer services and/or facilities often especially for older people. Hamilton City Council libraries offer a delivery service for those who are housebound (the majority are older people), as well as a wide variety of audiobooks, large font and e-books. Libraries are also a key access point for computer services for older people who do not have access to computers at home. Among businesses, online ordering and pickup services are increasingly being provided by supermarkets, restaurants and other retail outlets. Social inclusion is also being encouraged through better access to the internet for health and other information (see Section 7 Communication and Information).

Older people themselves have initiated many activities allowing for the wider social inclusion of older people. In the future, there are many activities that could include creating intergenerational links with young people in the city, which is of particular interest given the larger than average number of young people in Hamilton.

5 (c) Projects to increase the Respect and Social Inclusion of older people in Hamilton

	Project	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
5.1	Evaluation of project connecting older people and young parents	New	Hamilton Libraries / Age Concern	Project created in 2017, Evaluated in 2018
5.2	Oral histories of Hamilton's diverse older people	New	Hamilton Libraries / Rauwaawa Kaumatua Charitable Trust	Stories written up and archived for subsequent historical displays in the library by 2020
5.3	Increasing the social inclusion of older people through better internet access, especially for banking	New	BNZ Bank / Westpac / Senior Net	Training for older people in internet usage (specifically banking) established by one or more banks, by end 2018
5.4	Establish Waikato Welfare Guardian Trust	New	Age Concern / Waikato District Hhealth Board	Trust is operational by December 2019
5.5	Explore opportunities to expand Aroha Ngā Mokopuna Project connecting Kaumatua and school students	Enhance	Rauawaawa Kaumatua Charitable Trust	Additional schools are part of the project by 2020
5.6	Increase older migrants' social cohesion through community gardens	Continue	Grandview Community Garden Trust	Increased membership and diversity of members

6. CIVIC PARTICIPATION AND EMPLOYMENT

KIA WHAI WAAHI-AA-TAONE ME TE WHAI MAHI HOKI NGAA KAUMATUA

GOAL: Older people are considered productive in the workplace, and are actively involved in the community through volunteering, supporting local events and taking part in local politics.

6 (a) What older people told us about Civic Participation and Employment:

- More needs to be done to show employers the benefits of older workers.
- More widespread activities should be conducted on International Day of the Older Person to create greater awareness.
- Begin a drive to include newly retired people into part-time roles, mentoring younger people and sharing their skills.
- Advertise civic events more widely and earlier so older people can plan to attend more often.

6 (b) Civic Participation and Employment of older people in Hamilton – 2017

Older people in Hamilton are generally well represented in civic matters. Older people vote in higher numbers than other age groups and are prepared to be involved in civic processes at both local and central government level. However, as technology changes, there may be concerns about older people being marginalised. Ensuring there are equitable opportunities for older people to remain involved in civic life will be important in the future.

New Zealand has a high labour force participation rate for those over 65 years. In the future, it is likely that even more older people who are healthy and active will remain in the workforce beyond the age of 65. The challenge for employers is to be able to cater for the needs of such an ageing workforce and at the same time find suitable transitions into retirement for workers. This may involve the reduction in hours or responsibilities over time while allowing older people to continue to make a meaningful contribution to the workforce. Recent New Zealand research findings on workforce participation can be found at:

http://www.waikato.ac.nz/__data/assets/pdf_file/0019/242317/Making-Active-Ageing-A-Reality.pdf

6 (c) Projects to increase the Civic Participation and Employment of older people in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
6.1	Analyse the voting turnout of older people in Hamilton in the 2016 local body and 2017 general elections, and take steps to increase their participation in the 2019 local body elections	Enhance	Hamilton City Council	Voting turnout of older people increases in the 2019 local body election
6.2	Encourage more older people in Hamilton to become volunteers	New	Volunteering Waikato	Marketing campaign in 2018 aimed at near or newly retired people
6.3	Encourage the involvement of older people, as individuals or in organisations, to be involved in the implementation of the regional strategy, "Moving Waikato 2025".	New	Sport Waikato	Older people are represented and/or involved in all aspects of Moving Waikato
6.4	Continue to acknowledge International Day of the Older Person on 1st October	Continue	Age Concern	Acknowledge annually through organised events

7. COMMUNICATION AND INFORMATION

KIA WHAI MOOHIOHIO TE KAUMATUA I NGAA KAUPAPA

GOAL: Communication and information about events and important services are easy for people to access and reflect the diversity of the community.

7 (a) What older people told us about Communication and Information:

- Community newspaper and printed newspapers from the Hamilton City Council are frequently read by older people.
- Libraries are key places for older people to get information, and could be used more for this.

They needed more information about happenings in the city for older people.

7 (b) Communication and Information to older people in Hamilton – 2017

Many businesses and social agencies are now aiming to increase and improve communication with older people, including communicating with customers or interested parties online. While it should be recognised that the majority of older people are competent and confident using technology some older people without these skills may feel isolated and uninformed.

Many Hamilton older people use the services available on how to use computers and other technology, e.g. SeniorNet (staffed by volunteers) and WINTEC courses. Furthermore, recent efforts have been made to provide assistance on how to use mobile devices (such as e-book readers), and how to remotely access Hamilton Library's e-book collection.

Valuable local information targeted to older people is also available online through the Waikato District Health Board website for older people: <http://www.waikatodhb.health.nz/directory-of-our-services/older-persons-and-rehabilitation/>

Ministry of Social Development "Super Seniors" website for older people and their families: <http://superseniors.msd.govt.nz/>

Free community newspapers, radio and television remain important sources of information for older people who may not use the internet or buy newspapers and magazines. Such newspapers continue to be delivered to all mailboxes in the city, and local radio has regular special programmes for older people. Two magazines for older people exist in Hamilton – PRIME Hamilton, and Seasons. They have information about services for older people, and local content relevant to older people's interests, and some advertising.

Hamilton Older Persons Plan (2015) and many other documents recommend principles of document design and street signage are similar for older people and those with limited vision – large font, contrasting colours and wording not placed over photos, property numbers in each block, e.g. Victoria Street 205-465.

7 (c) Projects to increase Communication and Information to older people in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and timeframe
7.1	Free magazines and newspapers specifically for older people continue to be produced with circulation and distribution expanded to meet increasing number of older people	Enhance	PRIME Hamilton magazine, Seasons magazine, Older and Bolder Magazine	20 issues per annum from 2018 Increase circulation as number of older people increases
7.2	Run at least one annual workshop on the mobile services and technology offered at city Libraries (e-book and audiobook collections)	Continue	Hamilton Libraries	One workshop annually
7.3	Establish a regular update on the Age Friendly project, and specific actions through radio	New	Age Concern / Free FM	Radio presentation every two months from 2018
7.4	Establish areas/organisations where physical noticeboards could be placed to keep older people informed of local issues and events	New	Hamilton City Council	Stocktake where these may be placed that would be beneficial to older people in 2018, begin to make them available from 2019
7.5	Hold "50+ and Loving it" Expo to promote what is available for older people in Hamilton	New	Seasons Magazine	Event held annually from 2018

8. COMMUNITY SUPPORT AND HEALTH SERVICES

KO TE TAUTOKO-AA-HAAPORI ME NGAA RATONGA HAUORA

GOAL: Community-related services and health promotion support older people's physical and mental well-being, and promote healthy behaviours and life choices.

8 (a) What older people told us about Community Support and Health Services:

- Health support is considerable through government agencies (e.g. through the Waikato District Health Board)
- There is a need for more/better access to General Practitioners available for home visits or mobile medical services for blood tests/check ups.

8 (b) Access to Communication Support and Health Services by older people in Hamilton – 2017

There is a wide variety of health services for older people in Hamilton provided or funded by the public and private sector, or by not-for-profit organisations. In the public sector, the Waikato District Health Board (WDHB) funds and provides a wide range of free services for older people, ranging from public health and preventative advice in the community to speciality treatment services in public hospitals. The WDHB Older Persons and Rehabilitation Services provide assistance to older people suffering from a number of conditions, including strokes, dementia and orthopaedic conditions. The Waikato Hospital has a Disability Support Link, and a relatively new Older Persons and Rehabilitation Centre catering for older people, including those with mental illnesses. A new national Health of Older People Strategy was released in 2016, after a comprehensive consultation stage, with several workshops held in Hamilton (<http://www.health.govt.nz/our-work/life-stages/health-older-people/health-older-people-strategy-update>). The Strategy sets out the aims and strategies for New Zealand's (and Hamilton's) public funding and delivery of facilities and services for older people (65+ years) for the next 10 years (2017-2026).

The ongoing population explosion of the 80+ cohort, along with the increasing need for hip and knee replacement operations, and an ageing-in-place philosophy in the public sector, has meant that Hamilton has seen huge new facility and staff developments in the health sector, in both the public and private sectors. Besides having the largest hospital in New Zealand (being the central hospital for the population of the Waikato region) and a very diverse patient population, Hamilton is rapidly becoming a centre for health services and innovation, building on the expertise and practice of the University of Auckland Clinical School, the University of Waikato, WINTEC, Innovation Park and the Institute of Healthy Ageing.

The provision of private health services is also increasing in Hamilton, and likely to increase even more rapidly with the fast growing number of older people keen to remain healthy and active. Private services for older people include general hospitals (Southern Cross and Braemar) and specialist clinics (e.g. optical, hearing, and heart clinics) along with personal services provided in the older persons' home (including, but not limited, to District nursing and palliative care services) and personal companion and transport services.

The Institute for Healthy Ageing (based at the Waikato District Health Board, and in conjunction with the Universities of Waikato and Auckland and Wintec), encourages research on issues relating to older people, especially those of local concern and including research on social participation (see: <https://www.waikatodhb.health.nz/about-us/health-of.../institute-of-healthy-ageing>; and http://www.waikato.ac.nz/__data/assets/pdf_file/0019/242317/Making-Active-Ageing-A-Reality.pdf).

A current research project on older people based in Hamilton aims to consider the mana motuhake (identity, autonomy) of Kaumatua by investigating the health outcomes of using a 'tuakana-teina' peer-educator model in relation to wellness, social connectedness, life enhancement, independence and, in particular, significant life-transitions.

Kaumata will be trained to serve as tuakana (peer educators) for other kaumatua (teina/peers). The project will run from 2017 to mid 2019. Thus a cultural approach will be used to meet the social and health needs of kaumatua and their whanau. It will be scaled up provided it demonstrates efficacy and cost-effectiveness.

The project is funded by the Ministry of Business, Innovation and Employment and includes members of the Rauawaawa Kaumatua Charitable Trust (located in Frankton, Hamilton) and the University of Waikato (Hamilton).

The city boasts many not-for-profit organisations and volunteer workers. Many of these are start-up companies and are innovative in areas relating to older people's health services and community facilities.

Hamilton also has an increasing number of rest homes and retirement villages, partly because the city is very central and easily accessed by the increasing population of the region.

At an individual level, there is also a need for older people to be individually more responsible for their own health. The Green Prescription is a concept that could be extended more routinely to older people. As well the concept of "physical literacy" where older people would be encouraged to become more physically active, in their daily lives (see #1: Outdoor Spaces and Public Buildings).

<http://www.waikatodhb.health.nz/assets/about-us/Future-focus/Section-7-Older-persons.pdf>

8 (c) Projects to increase access of older people to Community Support and Health Services in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
8.1	Increased uptake and usage of Green Prescriptions for older people to encourage physical activity as a means of staying healthy	Enhance	Sport Waikato	Increased uptake of Green Prescriptions by older people from 2018-2021
8.2	Continue to provide age appropriate aquatic services and hydrotherapy pools within Hamilton	Continue	Hamilton City Council	Continued availability of services
8.3	Continue AgeWISE, an advisory group on older people, reporting to Waikato DHB	Continue	Waikato District Health Board	AgeWISE group continues to operate for the duration of the Age Friendly Plan
8.4	Increased uptake of new health technology by older people	Enhance	Waikato District Health Board	Documented increase in number of older people using the service by 2021
8.5	Extend awareness and reporting of Elder Abuse Project	Enhance	Age Concern / Office of Seniors New Zealand / New Zealand Police	Provide more information on combating elder abuse
8.6	Run 'Steady as you go' exercise programmes to reduce falls by older people	New	Age Concern	Sustainable programme run in 2018 and evaluated

9. SAFETY

KA HAUMARU NGAA KAUMATUA

GOAL: Older residents in Hamilton have a feeling of safety and security in their homes, neighbourhoods and communities.

9 (a) What older people told us about Safety:

- Lack of safety in some public places such as along the Waikato River walkways.
- Walkways and footpaths need improvement – more refuge islands on busy roads to help older people cross more safely.
- Increased need for community support groups.
- Greater Police/CitySafe presence to improve perceptions of safety.

9 (b) Safety of older people in Hamilton – 2017

Safety plays an important role in the wellbeing of older people, and was a consistent theme when discussing with older people the level of Hamilton's age friendliness. As a result, Hamilton City Council's Older Persons Plan (2015) included safety as one of the key goals, and although it is not one of the eight WHO Age Friendly themes, it was decided to include it in the Hamilton Age Friendly project. Around 30% of older people reported feeling unsafe in the neighbourhood at night, which is less than the average for other age groups but still of concern (Hamilton City Council Community Profile Survey, 2014).

Older people, like those of other age groups, have a need to feel safe and secure, both in the community and in their own home. Advancing age and impaired ability may lead to decreased confidence and heightened concerns about safety, especially for those living alone.

In Hamilton, efforts to make communities safer are led by the Police through community policing activities, and supported by a number of agencies. It is accepted that the involvement of community organisations and support will contribute to the more positive perceptions about safety of older people. Thus the Hamilton City Council operates a CitySafe programme to provide additional support through CitySafe officers patrolling the central city. In Hamilton improvements to the built environment in the interests of safety have included flat and well maintained walkways, adequate street lighting at night and mobility aides in public places where required.

Age Concern and other Hamilton social agencies are also aware of the home based safety concerns of older people – those relating to personal abuse and neglect. There is an on-going programme, funded by the government, to assist with such financial, physical and emotional safety issues.

9 (c) Projects to increase the Safety of older people in Hamilton

	Projects	Continue / Enhance / New	Responsible Agency	Success Indicators and time frame
9.1	Continue to raise awareness of personal safety issues (abuse and neglect)	Continue	Age Concern	Higher reporting of abuse cases to Age Concern or the Police and a higher response rate
9.2	Develop an improved response model to older people's safety concerns	New	Police	Investigate options in 2018 – report on findings. If opportunities exist to build on this, work to begin in 2019
9.3	Undertake a scoping exercise of ways of ensuring a coordinated approach to the safety of vulnerable older people in an emergency	New	Civil Defence / Waikato Regional Council	Completed by 2019, with a Plan to establish appropriate networks of agencies and older people Also included will be a programme to raise the emergency safety awareness of older people
9.4	Continue to provide training sessions for mobility scooter users on safe usage	Enhance	Life Unlimited	1-2 training sessions per year



SECTION 4:
EVALUATION
AROTAKE

The success of Hamilton's Age Friendly Plan will be based on the number of actions that are completed satisfactorily. Agencies have committed to completing their projects, but there is value in monitoring progress to ensure they stay on track over the project's four year span.

In order for this process to be successful, the Age Friendly Steering Group, in partnership with Hamilton City Council, will appoint an Evaluation Group after the Age Friendly Plan has been approved by the World Health Organisation. At this stage, the Steering Group will be discontinued.

The Evaluation Group will meet at least once every six months and evaluate how actions are being undertaken. They will request written reports from agencies that have actions due for completion or progress during that time. The Group will also report progress annually to and be supported by Hamilton City Council.

The Evaluation Group will be responsible for commissioning a formal overall evaluation of the Plan after two years (in 2020) to measure success, make recommendations for further actions and inform the World Health Organisation.

From Left: Nick Chester, Margaret Wilson, Dame Peggy Koopman-Boyden (Chair), Dell Hood, Brent Neilson.
Inset: Graeme Kitto, Andrew Corkill.
Absent: Malcolm Brooker and Yvonne Wilson.





APPENDICES

TAAPIRITANGA

1. Glossary of terms / *Kuputaka*
2. Acknowledgments / *Ko ngaa kupu mihimihi*
3. Community organisations and individuals consulted / *Ko ngaa kaikorero ki teenei kaupapa*
4. Process timeline in detail / *Ko te waataka anga whakamua*
5. References / *Raarangi tohutoro*

APPENDIX 1 GLOSSARY OF TERMS

Community Centre / Community House – Community public locations where members of a community tend to gather for group activities, social support, public information, and other purposes. They may sometimes be open for the whole community or for a specialized group within the greater community.

Green Prescription – An initiative based on a health professional's written advice to a patient or their family to encourage and support them becoming more physically active and eat healthier as part of a total health plan.

Kaumatua (Maaori) – Elders in Maaori society. Male elders are also known as koroua (or koro for short), and female elders as kuia.

Mokopuna (Maaori) – A term of address used by an older person for a grandchild or a young child.

Physical Literacy – The mastering of fundamental movement skills and fundamental sport skills that permit a person to read their environment and make appropriate decisions, allowing them to move confidently and with control in a wide range of physical activity situations.

Te Wananga o Aotearoa – Maaori led tertiary education provider, with a campus in Hamilton.

Waikato DHB – Waikato District Health Board, responsible agency for health services (including hospitals) in the Waikato Region, where Hamilton is located. Waikato Hospital, in Hamilton, is the largest in New Zealand.

WINTeC – Waikato Institute of Technology, a tertiary education provider based in Hamilton.

APPENDIX 2 ACKNOWLEDGEMENTS

- Hamilton City Council
- Ministry of Social Development, Office for Seniors

APPENDIX 3 COMMUNITY ORGANISATIONS AND INDIVIDUALS CONSULTED

During Stage One, Information Gathering, the following workshops were held with Hamilton's older people to hear about their needs and concerns. Participants were asked about good and bad aspects of Hamilton for older people, and what improvements they would like to see. They were also introduced to the WHO Age Friendly themes.

- Older Persons Open Forum – 7 November 2016 (this built on previous Open Forums, sponsored annually by the Hamilton City Council)
- Chinese Golden Age Society – 23 November 2016
- Participants of Enliven day programmes – 17 February 2017, 6, 14 and 22 June 2017
- Rauawaawa Kaumatua Charitable Trust – 6 March 2017
- Hamilton Refugee and Migrant Communities – 6 March 2017
- Tamahere Eventide Rest Home – 8 March 2017

The following agencies met with members of the Age Friendly Steering Group, or were part of the discussion at open forums of inter-agency meetings.

- Accessible Properties
- Enliven Waikato
- Age Concern Hamilton
- Habitat for Humanity
- Hamilton Central Business Association
- Hamilton Chamber of Commerce
- Hamilton Chinese Golden Age Society
- Hamilton City Council
- Hamilton Service Clubs Association
- Life Unlimited
- New York City Age Friendly initiative
- New Zealand Red Cross
- Office for Seniors, Ministry for Social Development
- PRIME Hamilton Magazine
- Rauawaawa Kaumatua Charitable Trust

- Retirement Villages Association (Wellington and Waikato)
- Rotary Clubs
- Senior Net Hamilton
- Seasons Magazine
- Sport Waikato
- Volunteering Waikato
- Waikato District Health Board
- Waikato Refugee Forum
- Waikato Regional Council
- Waikato Police
- Western Community Centre

APPENDIX 4 PROCESS TIMELINE IN DETAIL

Hamilton has a long history of advisory groups on Older People associated with the Hamilton City Council and is one of the first New Zealand cities to have an Older Persons Plan:

- 1993 - Hamilton established the Council of Elders, which provided, advice to the Hamilton City Council for 20 years.
- 2013 – Council of Elders replaced with the Hamilton City Council Advisory Panel on Older People.
- June 2015 – Hamilton City Council adopted its Older Persons Plan (2015) – Council’s action plan to improve the city for older people. This was the first Annual Plan put forward by the Advisory Panel, and one of the first for a local body in New Zealand.
- 3 May 2016 – First Annual Report on the 2015 Older Persons Plan. Indicated a high implementation rate and highlighted a need to consider non-Council activities.

Hamilton City Council support given for Hamilton to have a Plan to become an Age Friendly City

- 3 May 2016 – Hamilton’s Older Persons Advisory Panel recommended that the city join the WHO Age Friendly Global Network. The Council supported the initial application and the creation of an Age Friendly Steering Group to begin the process. Contact was made with the Office for Seniors (Ministry of Social Development, Wellington).
- June 2016 – Age Friendly Steering Group (AFSG) established, in discussion with members of the Hamilton City Council, and the HCC Advisory Panel on Older People.
- 28 July 2016 – First meeting of AFSG. Terms of Reference agreed to by the Hamilton City Council. The Terms of Reference clearly established the Group’s responsibility to oversee the development of an Age Friendly Plan for Hamilton by the end of 2017. A need for information is established.

Stage One (Information Gathering) of Age Friendly City project

- August 2016 – Stage One (Information Gathering) of the Age Friendly project begins with a skeleton document outlining what is already known about services and facilities for older people in Hamilton.
- 21 September 2016 – 2nd meeting of AFSG. Plan for meeting with older people and community agencies established.
- September 2016-March 2017 – Meetings with various older persons groups, and support agencies to gather more information (see Section 4).
- 7 November 2016 – Older Persons Open Forum held at “The Link”, St Andrews Presbyterian Church, approximately 60 older people in attendance, along with the newly elected Mayor, Andrew King, city councillors, local members of parliament, and representatives from older people organisations.
- 16 November 2016 – 3rd meeting of AFSG. Discussion and oversight of consultation and information gathering.

- December 2016 – Disestablishment of the Hamilton City Council Advisory Panel on Older People by incoming Council.
- 8 December 2016 – Director for Office of Seniors (Ministry of Social Development, Wellington), Diane Turner, meets with Mayor and AFSG in Hamilton.
- January 2017 – First draft written of Age Friendly Plan (2018-2021). It is hoped to present the Plan to WHO by the end of 2017.
- 15 February 2017 – Age Friendly Inter-Agency meeting held at Houchen's Retreat. Approximately 12-15 agencies represented to start discussions on how to work on collaborative projects.

Stage Two (Establishment of new or enhanced Age Friendly projects for inclusion in the Plan)

- 8 March 2017 – 4th meeting of AFSG. Discussion moves from information gathering (Stage One) to creating an overall Plan of enhanced/new projects (Stage Two), the process for implementation (Stage Three) and evaluation of the Plan (Stage Four).
- 28 April 2017 – first meeting with Mayor Andrew King and Chair of Community and Services Committee, Paula Southgate, for briefing on Age Friendly Plan progress.
- 26 May 2017 – Update on progress of Age Friendly Plan presented to Hamilton City Council Community and Services Committee.
- September 2017 – Funding for writing of the Age Friendly Plan (2018-2019) received from the Office for Seniors (Ministry of Social Development, Wellington).
- June - December 2017 – Age Friendly Hamilton Plan 2018-2022 finalised
- February 2018 – Age Friendly Plan presented to Hamilton City Council
- February 2018 – Age Friendly Hamilton Plan presented to World Health Organisation

**APPENDIX 5
REFERENCES**

Hamilton City Council;

- Older Persons Plan (2015)
- Biking Plan (2015)
- Disability Policy (2016)

World Health Organisation (2007) Age Friendly Cities: A Guide

Other Age Friendly City Plans - London, England; Ontario, Canada (2017); Boroondara, Victoria, Australia (2014); New York, USA (2013)

Ministry of Health (2017): Healthy Ageing Strategy
Wellington, Ministry of Health
http://www.who.int/ageing/publications/Global_age_friendly_cities_Guide_English.pdf

Statistics New Zealand (2013), Census 2013, Wellington, Statistics NZ





Council Report

Item 8

Committee: Community and Services Committee
Date: 27 February 2018
Author: Maria Barrie
Authoriser: Lance Vervoort
Position: Parks and Recreation Manager
Position: General Manager Community
Report Name: Upgrade of Dame Hilda Ross Place/Plaza

Report Status	<i>Open</i>
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Purpose

1. To inform the Committee on options to upgrade the area on the corner of Ward Street and Worley Place where the Dame Hilda Ross commemorative artwork is to be located.
2. To recommend options for the allocation of funding for the upgrade of the area on the Corner of Ward Street & Worley Place.

Staff Recommendation (*Recommendation to Council*):

3. That Community and Services Committee:
 - a) receives the report;
 - b) approves that the area on the Corner of Ward Street and Worley Place is maintained as per Option 1 – Status Quo of this report,or:
 - c) recommends to Council that up to \$50,000 be allocated to complete this project and that this be added to Risks and Opportunities, noting this could be covered by a saving from a capital project.

Executive Summary

4. In September 2013, the Operations and Activity Performance Committee gave site approval to TOTI to install a sculpture commemorating Dame Hilda Ross on the corner of Ward Street and Worley Place.
5. The Street and Plaza renaming will be timed with the installation of the sculpture in early 2019. Businesses have been advised of this to enable them to plan for the change.
6. At the 14 December Council Meeting it was resolved that Council:
 - a) Approves the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork is to be located, be named Dame Hilda Ross Plaza.
 - b) Requests that staff report back to the Community and Services Committee on 28 February 2018, options to upgrade the area on the corner of Ward Street and Worley

Place where the Dame Hilda Ross commemorative artwork is to be located, including concept designs, estimated costs and possible funding sources.

7. The current site has brick pavers and planter boxes which are planted with a mix of plants, some tall which block sight lines. Each planter has a central Geditzia tree and is surrounded by free standing Timber seats.
8. Due to financial constraints, staff recommend that the Plaza is maintained as Status Quo or council contributes no more than \$50,000 to complete Option 2, a minor upgrade project.
9. Staff consider the matters in this report have medium significance and that the recommendations comply with the Council's legal requirements.

Background

10. At the 5 September 2013 Operations and Activity Performance Committee, the Committee gave site approval to TOTI for Sculpture commemorating Dame Hilda Ross on the corner of Ward Street and Worley Place.
11. Since this site approval in 2013, TOTI has successfully completed other public artworks including the Sapper Horace Moore-Jones sculpture in Victoria Street and the War Horse sculpture in Memorial Park.
12. TOTI have a fund-raising target of \$250,000 to complete the Dame Hilda Ross Sculpture Project before the sculpture can be installed.
13. At the 14 December 2017 Council meeting it was resolved that the Council:
 - a) Approves the area on the corner of Ward Street and Worley Place, where the Dame Hilda Ross commemorative artwork is to be located, be named Dame Hilda Ross Plaza.
 - b) Requests that staff report back to the Community and Services Committee on 28 February 2018, options to upgrade the area on the corner of Ward Street and Worley Place where the Dame Hilda Ross commemorative artwork is to be located, including concept designs, estimated costs and possible funding sources.
 - c) Renames the east section of Ward Street (between Victoria and Worley Place) as Dame Hilda Ross Place and;
 - d) Appoints Councillors Southgate and O'Leary to liaise with TOTI on the upgrade, design and launch of Dame Hilda Ross Place, Dame Hilda Ross Plaza, and report back to Council as appropriate.
14. TOTi anticipate that the sculpture will be ready to be installed in early 2019. The street and plaza renaming will be timed with the installation. Businesses have been advised to enable them to plan for the change.
15. The current site has brick paving and 3 brick planters, each containing a mature Gleditzia 'Sunburst' Tree. The planter boxes are planted with a mix of plants, including tall plants which block sight lines. All planters are surrounded by free standing Timber seats.
16. Starbucks Cafe have a current outdoor dining permit (9 tables) for the space in front of their building which must comply with the requirements under the Public Places Bylaw and Policy, which specifically provides for a continuous 2.0 metre wide clearway maintained on all footpaths at all times.
17. The proposed area on the corner of Ward Street and Worley Place is managed by the Transportation Unit. There is currently no funding within existing or LTP budgets for the upgrade of the area.

Discussion

- 18. The proposed site has a number of underground infrastructure services such as water, gas and fibre optic cable running through the space. This limits the location opportunities for above ground structures.
- 19. Staff have considered the presence of underground services on site and requested the concepts avoid any works that would impact on underground services.
- 20. Staff note that this project is currently unfunded and worked to ensure any upgrade would not incur ongoing additional cost in operating budgets, however, TOTI are willing to partner with Council in the upgrade project by fundraising. TOTI have already negotiated a \$15,000 reduction in cost to move an electrical box on site.
- 21. An initial discussion around upgrading the corner of Ward/Worley was facilitated by TOTI included Centre Place Management and the Hamilton Central Business Association. There was general support for the upgrade and activation of the space.

Options

- 22. Staff have assessed that there are three reasonable and viable options for the Committee to consider. The options are set out below:

Option 1: Status Quo (Attachment 1)

- 23. This option would retain the current hard landscaping elements to the site including existing brick paving, and brick planters with seating and trees. The sculpture would be established in the centre of the site. Pavement cleaning and replacement planting with more appropriate, lower growing plants would be carried out from maintenance budgets.

Advantages	Disadvantages
<ul style="list-style-type: none"> • No additional funding required. • Easy to establish. • Replacement planting would allow better visibility of the sculpture. 	<ul style="list-style-type: none"> • Represents a missed opportunity to initiate a project that would contribute towards a vibrant city centre alongside recently completed, current and upcoming projects. For example, Western Rail Trail and Victoria on the River. • There is a risk the sculpture would not appear well integrated into the space. • Potential for the sculpture to add clutter the small space which is already occupied by Starbucks, planters and pedestrians.

- 24. Option 1 has no financial implications beyond costs associated with standard maintenance.

Option 2: Minor Upgrade (Attachment 2)

25. This option would retain the current landscaping elements on site, including brick paving, brick planters and trees. Pavement cleaning and replacement planting would be carried out from operational maintenance budgets. The minor upgrade would include relocating a WEL energy box and rubbish bins, reducing the size of one planter box, and installing new seating.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Would improve public seating in the Plaza • Would allow for an improved pedestrian flow through the Plaza • Increased impact and visibility of the sculpture. • Could attract some third-party funding and in-kind services. 	<ul style="list-style-type: none"> • Improvement would be of a lower standard than recently completed, current and upcoming projects. • There is a risk the sculpture would appear not well integrated into the space. • The brick planters would potentially detract from the style or importance of the sculpture. • Would require funding • Would involve some noise and minimal disruption to local retailers. (This would be mostly limited to Starbucks Cafe).

26. It is estimated that the Option 2 Minor Upgrade would cost \$50,000.

Option 3: Upgrade (Attachment 3)

27. This option would retain the existing specimen trees but would replace the existing brick planters with new seating and provides a new surface treatment to match recent Ward Street paving upgrade.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Would provide an opportunity for the public to sit and interact with the plaza while providing an opportunity to integrate the sculpture into the space. • Would provide impact to time with the street renaming and art installation. • Would create a sheltered space to sit out of the through fare of pedestrian traffic. • Could attract some third-party funding and in-kind services 	<ul style="list-style-type: none"> • Requires more significant funding than option 1 & 2 • Will involve some noise and disruption to local retailers. (This would mostly be limited to Starbucks).

28. It is estimated that Option 3 – Upgrade would cost \$420,000.
29. Due to financial constraints staff recommend Option 1 – Status Quo or Option 2 Minor Upgrade. Option 2 balances the opportunity for improvements with affordability to contribute

to the success of the installation of the Dame Hilda Ross commemorative sculpture along with the street and plaza renaming.

Financial Considerations

- 30. The total cost to complete Option 2 is \$50,000 which is not funded in the current Annual Plan or the draft 2018-28 10 year plan

Option 2: Financial Considerations	
Move WEL electricity box	\$15,000
Reduce Planter Box size	\$5,000
Relocate Rubbish bins & Remove Seating	\$10,000
Supply & install new seating	\$20,000
Total Cost	\$50,000

- 31. Note: The cost to move the electricity box assumes a 50% discount as negotiated by TOTI
- 32. Should Council decide to fund an upgrade to the area it is recommended that funding is added to Risk and Opportunities.
- 33. All options have no impact on operational maintenance budgets.
- 34. Options 2 and 3 could attract a combination of funding from Council, third party funding (donations) and in-kind service donations. These have yet to be sought.
- 35. Costs for these two options are based on concept and would be confirmed following detailed design and prior to construction.

Significance & Engagement Policy

Significance

- 36. Staff considered the following factors under the Significance and Engagement Policy:
The portion of the community affected by the proposal or decision.
- 37. Based on these factors, staff have assessed that the recommendations in this report have medium significance.

Engagement

- 38. Given the medium level of significance, staff recommend ongoing engagement with Key stakeholders prior to and throughout the upgrade.

Item 8

Attachments

Attachment 1 - Dame Hilda Ross Sculpture - Worley Place/Ward Street - Option 1

Attachment 2 - Dame Hilda Ross Sculpture - Worley Place/Ward Street - Option 2

Attachment 3 - Dame Hilda Ross Sculpture - Worley Place/Ward Street - Option 3 .

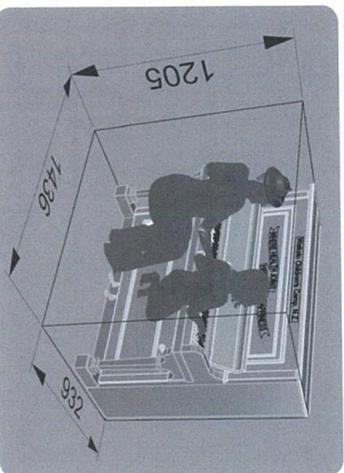
DAME HILDA ROSS SCULPTURE WORLEY PLACE / WARD STREET OPTIONS

PROPOSED PROJECT

- Cast Bronze, life-size commemorative statue of Dame Hilda Ross, child and piano.
- 'Where health joins hands with happiness' by Tim Elliot.
- Seat structure to be confirmed. Dependent on location within public space.
- Future potential to increase sculpture by adding more statues of children.
- Future potential opportunity to rename Ward Street is outside of this scope of works.



Proposed sculpture abutting planter boxes



Proposed sculpture dimensions

DAME HILDA ROSS SCULPTURE WORLEY PLACE / WARD STREET OPTIONS

CONTEXT

The sculpture site is located at the public space on the corner of Ward Street and Worley Place, next to Starbucks cafe.

The site is opposite Centre Place mall and in close proximity to Garden Place. It's central location in the city centre and the popularity of Starbucks cafe also make it a well used pedestrian public space (refer to Figure 1).

The existing site is comprised of 3 x brick planter boxes, each containing a gleditsia 'Sunburst' tree (3 in total). The planter boxes are planted with a mix of bedding plants but the box closest to Ward Street (the northern box) contains some tall-growing hardinas that currently block sight-lines and unnecessarily enclose the space. All planters surrounded by free standing timber seats designed to fit the planters, and rubbish bins.

Due to its location in the road reserve a number of underground infrastructure services run through the public space, limiting the location of above ground structures (refer to Figure 2).

CONSTRAINTS

- Existing design of public space (both the overall shape and materials)
- Fixed location of street furniture, utility boxes and below-ground services.
- Pedestrian movement corridors, including to the Starbucks entrance.
- Starbucks' outdoor seating
- Budget constraints of TOTI and Council
- Budget constraints of sculpture
- Timing with the future upgrade of Garden Place

OPPORTUNITIES

- In addition to the opportunities provided by public art, in this particular space the following opportunities are identified:
- Further activation of one of central Hamilton's more well-used intimate public spaces.
 - Potential to reconfigure existing planter boxes closest to Starbucks to enable better movement between Ward Street and the subject site.
 - Overall upgrade of space which could improve street infrastructure (such as utility boxes), seating configuration and seating material.
 - Improved spatial relationship with Starbucks

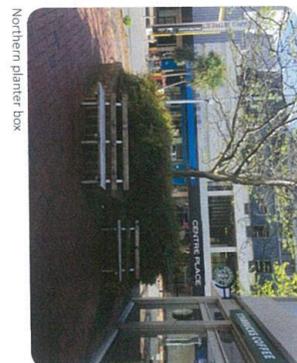
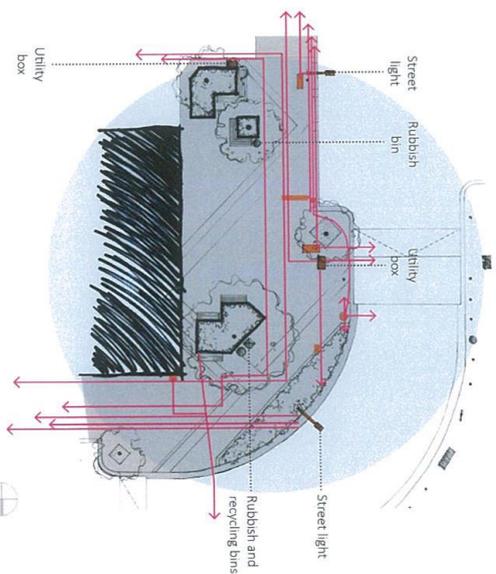
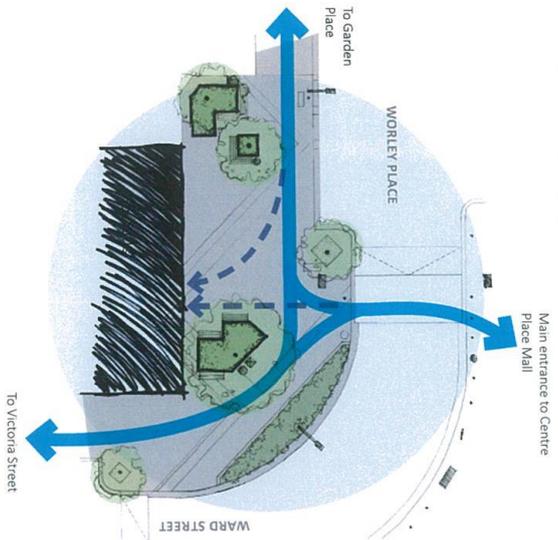


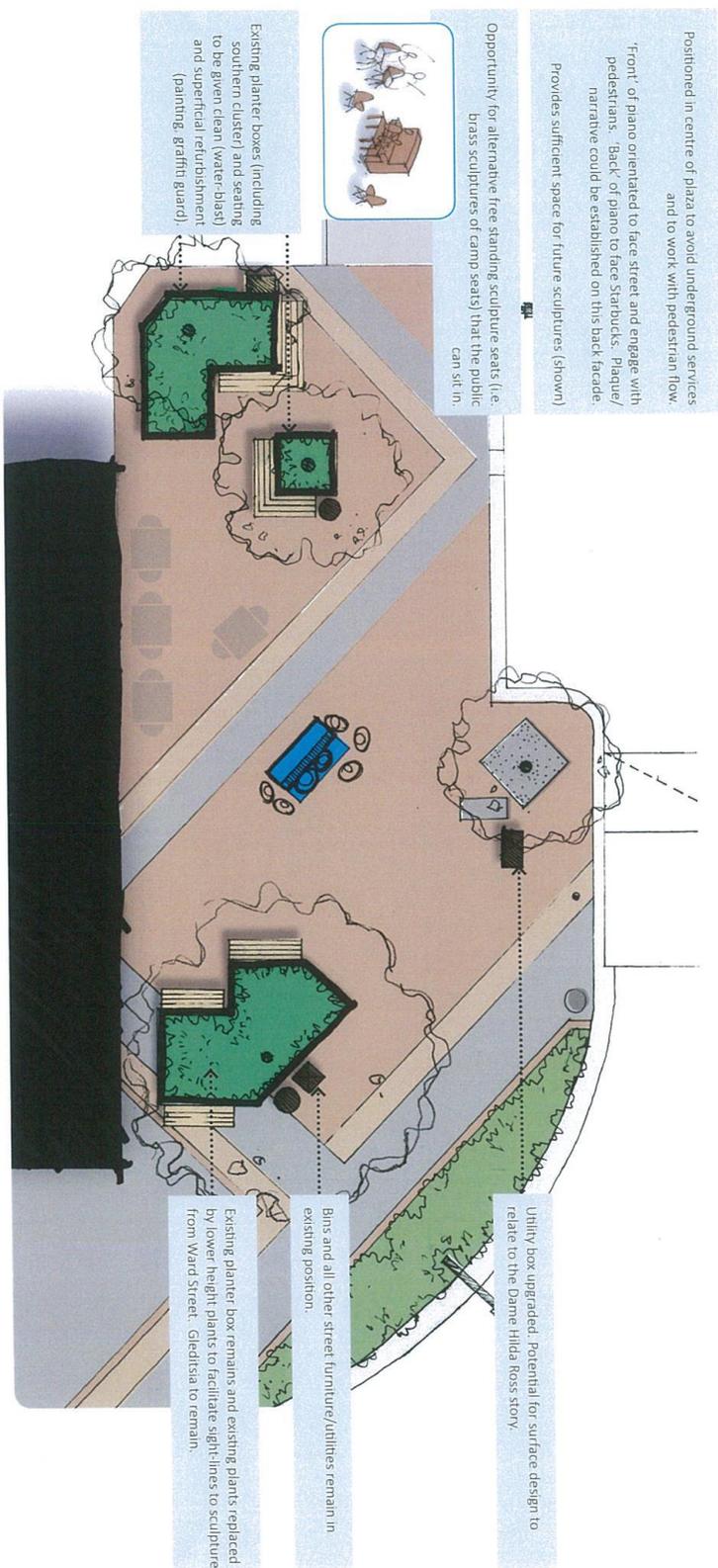
FIGURE 1: PEDESTRIAN MOVEMENT

FIGURE 2: UNDERGROUND INFRASTRUCTURE



DAME HILDA ROSS SCULPTURE WORLEY PLACE / WARD STREET OPTIONS

OPTION ONE: Sculpture established in centre of Worley Place public space and not attached to any existing built elements.



PRO'S

- Easy to establish and has no impact on existing built form.
- Following the replanting of the planter box, the sculpture will be easily visible to the public from all directions
- Stands out as a feature in the public space
- Standalone sculpture is easier to accommodate in any future public space upgrade, i.e. Garden Place.
- Opportunity to establish a plaque on the back of the 'piano' to tell the story of Dame Hilda Ross.

CON'S

- Existing design of public space may detract from new sculpture
- Potential to 'clutter' the public space which is already well occupied by Starbucks, the planters and pedestrians
- Limits large seating opportunity.

DAME HILDA ROSS SCULPTURE WORLEY PLACE / WARD STREET OPTIONS

OPTION TWO: Sculpture established alongside existing northern planter box. Limited changes to the form of the planter boxes.



PRO'S

- Integrates sculpture with existing built form and therefore the square.
- Potentially avoids interfering with the flow of the square
- Improves seating conditions in the square

CON'S

- Tucked behind and not overly visible from all directions.
- Awkward arrangement with seating especially if seating is not upgraded
- Brick planters don't match style of sculpture and could detract from the style/importance of the sculpture.

4



CONCEPT DESIGN PROPOSAL FOR
DAME HILDA ROSS PLAZA



The planter platform installations work to create a sheltered space to sit out of the flow of the thoroughfare. The geometry of the planters integrates pedestrian movement with a still space to sit while engaging with the sculpture in front of the café.

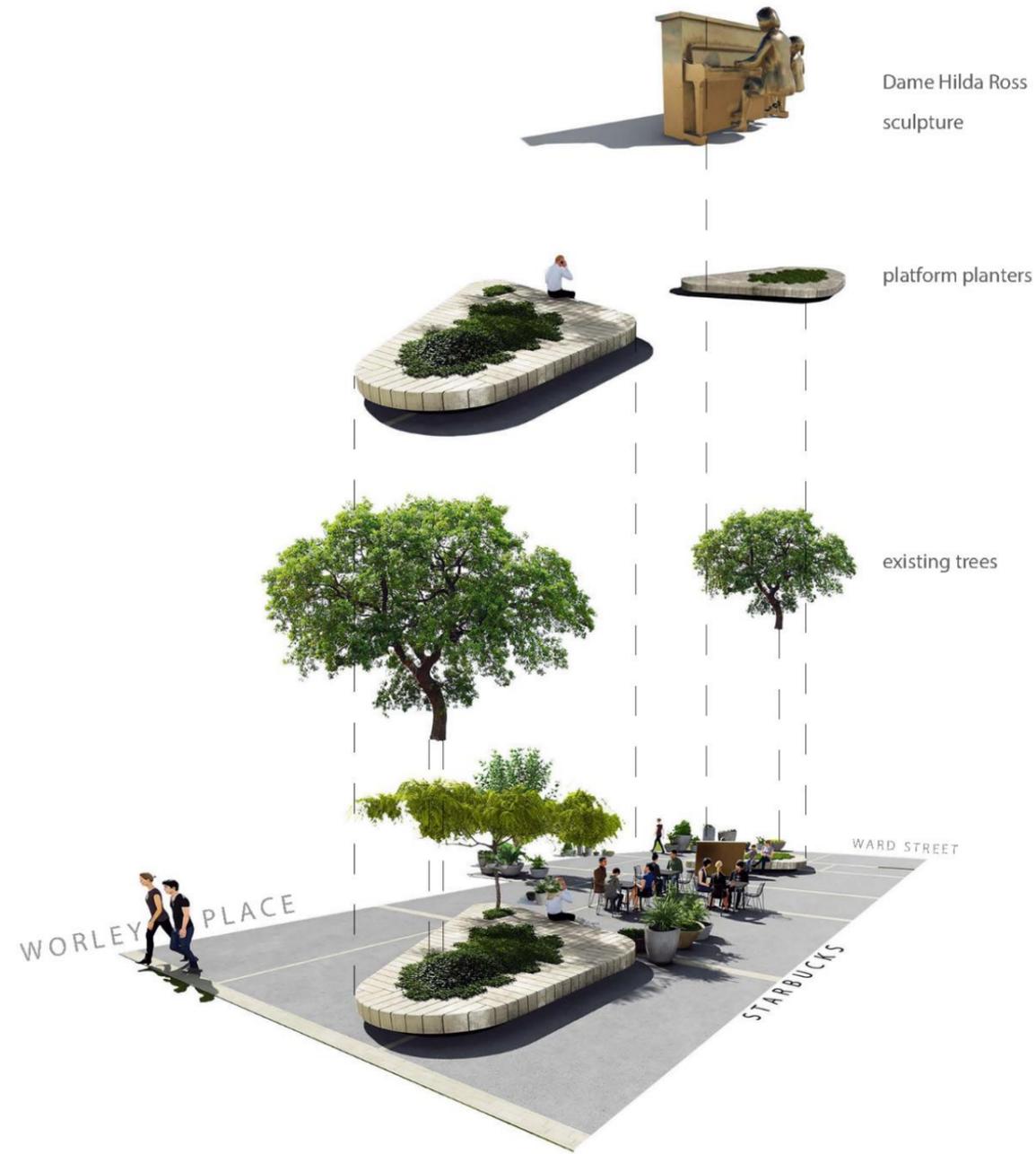
SITE PLAN

REV 1 - FEBRUARY 2018

EDWARDSWHITE
REGISTERED ARCHITECTS



CONCEPT DESIGN PROPOSAL FOR
DAME HILDA ROSS PLAZA



The platforms encourage the public to sit and engage with the plaza while providing an opportunity to integrate the sculpture into the space.

EXPLODED PERSPECTIVE

REV 1 - FEBRUARY 2018

EDWARDSWHITE
REGISTERED ARCHITECTS



The timber adds a softness to the urban fabric. The potted plants create a distinction from the street and add a human scale to the corner.

EXTERIOR PERSPECTIVE 1

REV 1 - FEBRUARY 2018

EDWARDSWHITE
REGISTERED ARCHITECTS



CONCEPT DESIGN PROPOSAL FOR
DAMEHILDAROSSPLAZA



EXTERIOR PERSPECTIVE 2

REV 1 - FEBRUARY 2018

EDWARDSWHITE
REGISTERED ARCHITECTS

Council Report

Item 9

Committee: Community and Services Committee
Date: 27 February 2018
Author: Lance Vervoort
Authoriser: Lance Vervoort
Position: General Manager Community
Position: General Manager Community
Report Name: General Managers Report

Report Status	<i>Open</i>
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Purpose

1. To inform the Committee on The Peak Remediation Works; the Central Library Project; Waterworld Upgrade; Hamilton Gardens development project and charged entry planning; Rototuna Community Hub planning and Victoria On The River (VOTR).
2. To seek approval for the General Manager, Community to submit a funding application to the Tourism Infrastructure Fund for either or both the Waiwhakareke Nature Heritage Park or Hamilton Gardens development projects.

Staff Recommendation

That the Community and Services Committee:

- a) receives the report; and
 - b) delegates authority to the General Manager, Community to submit a funding application to the Tourism Infrastructure Fund for either or both the Waiwhakareke Nature Heritage Park or Hamilton Gardens development projects, should the timeframes for applications of this fund not allow staff to seek approval in the normal manner through the Community and Services Committee or Council.
3. The Peak – Rototuna Indoor Recreation Centre Remediation Works
 4. During January some remediation works have been carried out at The Peak by the Ministry of Education's construction contractor to remedy some issues relating to the floor. This has including remarking some court line markings which had shown signs of deterioration and then applying further polyurethane floor coatings to protect the new markings.
 5. The contractor has also taken the opportunity, while the facility is closed, to adjust the court separation nets and retractable basketball mechanical systems for enhanced effectiveness.
 6. The works were expected to be completed by 31 January 2018 however the extremely hot temperatures and high humidity delayed the curing time of the polyurethane floor coatings. The facility was handed back to the Centre Manager for operations on Monday 12 February. This delay unfortunately caused some disruption to 3 sporting codes which had to make alternative arrangements for their bookings on the weekend of 10 and 11 February.
 7. The Peak is now open and operating with a considerable number of bookings for this year.

8. Central Library Project
9. Work on seismic strengthening of the Central Library commenced in late January and is being completed by carried out by Fletcher Construction. The timeframe for this work is seven months, with the re-opening of the facility in September 2018. The affected area on level 5 of the building is currently being cleared of fixtures and fittings in preparation for concrete work which will commence in March 2018.
10. Waterworld Upgrade
11. The Waterworld renewal project construction phase begins on 12 February 2018. The project is being carried out by Fletcher Construction with external site establishment works already fully underway. The pools will begin to be drained from the evening of the 11 February making this the final day for swimming in those areas. The main pool hall (25m, 50m and dive pools) will be unavailable until around October 2018. Programmes have been re allocated utilising the Hydrotherapy pool and the outside Lido Pool. The Lido pool will be heated when the outside air temperature starts to drop. The Gallagher Aquatic Centre will become the temporary home for the majority of the Learn to Swim programme during this period.
12. Planning for proposed Hamilton Gardens development and charged entry
13. Although not wanting to make presumptions around the result of public consultation and Council's final decisions in regard to the 10 Year Plan, staff have commenced initial planning for the development of the next four themed gardens as well the infrastructure required for paid entry. This will allow this development to progress swiftly should the funding be approved in the 10 Year Plan process.
14. This work includes the design of the entrance to the enclosed gardens part of Hamilton Gardens and the design of the expansion/upgrade of the Visitor Centre and Shop. The design will aim to steer patrons through the retail area as well as incorporating the ability to charge patrons, if that is what eventuates in Council decision making.
15. Preliminary planning for proposed Rototuna Library/Community Hub
16. Similarly staff are doing some preliminary work, over the months leading up to the approval of the final 10 Year Plan, on what the possible options could be for the configuration of Rototuna Library/Community Hub. Importantly, staff will also explore possible partnership and investment opportunities from interested parties outside of Council.
17. A number of best practice examples from around New Zealand are being looked into to help inform this work. This work will come back to a Council briefing in coming months.
18. VOTR
19. This space was opened successfully in January and has experienced considerable use by the public in the short period of time it has been open. Amongst all the positive feedback is that more shade would add to the public's enjoyment and use of the park, as would some drinking fountains. Both of these matters are being looked into.
20. Opportunity to apply to the MBIE-Tourism Infrastructure Fund:
21. The Ministry of Business, Innovation and Employment (MBIE) has indicated that their next funding round for applications to the Tourism Infrastructure Fund will open at a yet to be specified date in early 2018. The strict timeframes set for this fund may not provide the opportunity to formally seek approval through this Committee or Council prior to an application being submitted.
22. In anticipation of this funding round opening, staff seek approval in advance, to maximise this funding opportunity and submit an application to support one of our LTP funded projects such as Waiwhakareke Nature Heritage Park or Hamilton Gardens. The project put forward will be

based on the best alignment of the priority statement announced. Applications must exceed \$100k and be no more than 50% of the total project costs. Staff would report back to Committee retrospectively on the application made should this situation eventuate.

Attachments

There are no attachments for this report.

Council Report

Committee:	Community and Services Committee	Date:	27 February 2018
Author:	Jamie Sirl	Authoriser:	Lance Vervoort
Position:	Planner	Position:	General Manager Community
Report Name:	Draft Open Space Provision Policy		

Report Status	<i>Open</i>
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Purpose

1. To seek approval to publicly consult on the Draft Open Space Provision Policy.

Staff Recommendation

That the Community and Services Committee approves the draft Open Space Provision Policy for public consultation.

Executive Summary

2. An Open Space Provision Policy (policy) provides strategic direction on how Council will ensure the delivery of a high-quality open space network to meet the needs of current and future residents.
3. The draft policy has been developed to guide the Council's investment and decision-making on open space provision, and provide transparency on how Council will ensure the delivery of a high-quality open space network, in meeting it's obligations of the Local Government Act 2002.
4. The draft policy has drawn on policies from other local authorities to ensure best practice, while adapting an approach appropriate for Hamilton.
5. The draft policy has been reviewed by Council's Solicitor.
6. Staff recommend the Council approves the policy for public consultation.
7. Staff consider the decision of this report has a medium significance and that the recommendations comply with the Council's legal requirements.

Background

8. A number of other Councils have a version of an open space provision policy to provide direction and clarity their approach to open space provision, including Auckland, Queenstown, and Tauranga.
9. Hamilton has never had an equivalent policy.

10. The need for a policy is identified as an action in Council's Open Space Plan - Implementation Plan.

Discussion

11. Policy development

12. The draft policy has been developed utilising a combination of elements from other local authorities policies to ensure best practice (primarily other Growth Councils: Auckland, Queenstown and Tauranga).
13. The policy does not present a significant departure regarding the Council's role in providing open space, it does however formalise the Council's approach.
14. The policy essentially clarifies how Council will aim to ensure that the levels of open space provision that many existing residents experience will be delivered in growth areas.
15. The general principles and direction on provision targets were presented at an Elected Member Briefing on 12 July 2017 to gain Elected Member input.
16. Elected Member feedback was generally supportive for the justification presented for the policy.

17. Application of the Policy

18. The purpose of the draft policy is to:
- Guide the Council in it's strategic planning and strategic investment decisions on open space provision.
 - Guide the Council in its decision-making processes regarding opportunities to acquire, or dispose of, open space.
 - Guide the development and assessment of urban planning strategy, plans or specific urban development projects.
 - Outline the Council's funding mechanism for open space delivery.
19. The draft policy includes five schedules.
20. The schedules are required as tools to deliver the policy. Schedule 1 outlines how the schedules are applied.

Options

21. Staff have assessed that there are two reasonable and viable options for the Committee to consider. This assessment reflects the level of significance (see paragraph 35). The options are:
- Option 1 – Adopt the Draft Policy
 - Option 2 – Consult on the Draft Policy
22. Staff recommend option 2 because this provides an opportunity to test the policy with the development community, Iwi and wider community.
23. Community feedback will ensure that the policy can be refined if needed. It will also give the Committee an opportunity to consider feedback before any recommendation to Council to adopt the policy.

Financial Considerations

24. This is a regular operating activity funded through the Long Term Plan for Parks and Recreation policy development. There is available funding for the recommended option as presented in the following table:

Option 2 – Consult on the Draft Policy			
Type of Costs	2017-2018 Year		
Operating Expenditure	Approved budget	Costs Incurred	Forecast Spend
Policy Development (inc this report)	\$10,000	\$8,000	\$2,000
Legal Review (including any revisions)	\$5,000	\$1,500	\$3,500
Engagement	\$2,000	\$0	\$2,000
Analysis/Deliberations/Adoption	\$3,000	\$0	\$3,000
Total Opex	\$20,000	\$9,500	\$10,500
Total Cost (Incurred + Forecast)			\$20,000

Legal and Policy Considerations

25. Staff confirm that the draft policy and the options presented to the Committee for consideration comply with the Council's legal and policy requirements.
26. The Council's Solicitor has undertaken a legal review of the draft policy and has confirmed that the draft policy is legally compliant.

Cultural Considerations

27. The draft policy has been discussed with the Aamorangi Maaori (the Council's Maaori Advisor) for cultural considerations.
28. If approved for public consultation, feedback on the draft Policy will be sought from during this period.

Sustainability Considerations

29. The draft policy supports the Council's Sustainability Principle 11. Particularly Council's focus on the protection and restoration of Hamilton's native biodiversity.

Risks

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

Significance & Engagement Policy

Significance

31. Staff considered the following factors under the Significance and Engagement Policy:
 - The portion of the community affected by the proposal or decision.
 - Community interest is medium.

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

33. Given the medium level of significance, staff recommend the level of engagement is medium.

34. Medium significance means that the Council will determine if engagement is appropriate. The draft policy has been reviewed by staff across the organisation who commonly apply the policy.
35. If the policy is approved for consultation, the proposed engagement is a one month public consultation on the Council's engagement hub 'Have Your say' between 5 March and 1 April 2018.
36. Following the consultation period, a final policy that reflects feedback received will be presented to the Committee for approval.

Attachments

Attachment 1 - Draft Open Space Provision Policy .

First adopted:	
Revision dates/version:	Version 1
Next review date:	
Engagement required:	Special Consultative Procedure is not required (Part 2, Subpart 1, 5D(2) of the Act)
Document Number	D-2588786
Associated documents:	
Sponsor/Group:	General Manager Community

Draft Open Spaces Provision Policy

Purpose and scope

1. To guide the Council in its strategic planning and investment decisions on open space provision.
2. To guide the Council in its decision-making processes regarding opportunities to acquire, or dispose of, open space.
3. To guide the development and assessment of open space provisions in urban development plans and policies, or specific urban development projects.
4. To outline the Council's funding mechanism for open space delivery.

Principles

5. The Council's open space provision will consider the needs of current and future residents
6. The Council's strategic planning and investment decisions will be well-informed and respond to growth and demand;
7. The Council will apply consistent decision-making regarding requirements on the development community to set aside land for open space;
8. The Council will enable the delivery of a high-quality open spaces network that:
 - a. Is well-distributed and well-connected to service communities and catchments;
 - b. Is functional and designed to support community sport and recreational needs;
 - c. Protects, maintains and enhances ecosystems, culture and heritage values; and
 - d. Responds to local contexts.
9. The Council will work to partner with other open space providers such as schools and tertiary education providers on opportunities to efficiently deliver open space.
10. The Council will ensure open space provision is funded fairly and equitably between the development community, and rate payers.

Definitions

Definition	Detail
Existing urban area	The area within Hamilton where urban development has occurred.
Greenfield area	Undeveloped rural land within Hamilton where urban development has yet to occur.
Hamilton	The jurisdictional area of Hamilton City Council.
LGA	Local Government Act 2002.
Open Space	Council owned and/or administered land that is 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

	<p>land that is leased.</p> <p>For the purpose for this policy 'open space' does not include:</p> <ul style="list-style-type: none"> • 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.
Urban development plans	Exercises that identify the location and integration of various land use e.g. Master Plans, Structure Plans, District Plan Changes, Open Space Network Plans, Subdivision Concept Plans.
The Council	The 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 that 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 active (both informal and organised) and passive recreational activities.
13. Open space also provides for biodiversity protection and enhancement opportunities which contribute to the Council's role in giving effect to the Waikato Regional Policy Statement and the Vision and Strategy for the Waikato River.
14. Hamilton's open space network provides for a range of functions outlined in Schedule 2.
15. Hamilton's residential areas are expanding to the existing city boundaries, into Rototuna, Peacocke, Ruakaura and Rotokauri growth cells. It is also anticipated that the city's boundary will be extended to incorporate new greenfield land.
16. As new residential areas are developed, clear open space provision guidelines help ensure that 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 and greenfield areas.
18. The Council will make decisions in relation to open space (strategic planning and investment, urban development planning, acquisition and disposal of open space) in accordance with the requirements set out in Schedule 1 and the requirements of those additional schedules where referenced, in Schedule 1.
19. The Council will seek to recover the costs of providing open space associated with growth through development contribution charges in accordance with Council's Development Contributions Policy and the LGA.

20. 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.
21. Where the provision of open space requires the Council to purchase land, this will be subject to available budget approved by the Council.
22. The Council will only consider disposal of open space land when it has been clearly established that the land is surplus, and that disposal would result in a clear benefit to the wider open space network and the open space needs of Hamilton's 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 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	<ul style="list-style-type: none"> To inform preparation of urban development plans. To understand Council's expectation for open space provision as part of urban development.
The Council and the Council staff	<ul style="list-style-type: none"> To inform strategic planning. To guide Council investment and funding decision-making. To inform preparation of urban development plans and policy. To assess 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	<ul style="list-style-type: none"> Identify the requirement 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.

The Council and the Council staff	
When	Process
Planning for open space provision as the city grows	<ul style="list-style-type: none"> Open space provision as the city grows will be guided by requirements for open space set out in Schedule 2 The planning for open space network will inform the development of the Council's 10-Year Plan.
Council investment and funding decision-making	<ul style="list-style-type: none"> 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 urban development plans	<ul style="list-style-type: none"> The principles of the Policy inform planning and policy development where relevant to open space provision Plan development will be guided by requirements for open space set out in Schedule 2 from an early concept planning stage, and reflect Open Space Configuration Design Guidelines set out in Schedule 5, where relevant.
Assessing opportunities to acquire land for open space	<ul style="list-style-type: none"> 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.	<ul style="list-style-type: none"> 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 that establish 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 cities.

Where the District Plan, or any other Council strategy or plan provides 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
Type	The type of open space.	
Function	The key deliverable that each open space provides for the required function/s.	
Size	The size of each open space including any typical or minimum size.	<ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> ○ 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 that illustrates that the various functions can be provided without being detrimental to any other function, particularly the primary function.

Provision target	The provision of open space required to establish a base-level of open space for a high-quality open space network.	<ul style="list-style-type: none"> Quantitative measures for some types of open space are provided For those determined by local context the guidelines provide direction on the matters that require consideration when determining open space provision requirements. The distribution of neighbourhood and community parks is based on a walking distance. To understand any requirement for neighbourhood or community park provision for greenfield development (where street layout and off-road connections are yet to be established), the following distances apply: <table border="1" data-bbox="1205 560 1899 647"> <thead> <tr> <th></th> <th>Walking distance</th> <th>As a radial distance</th> </tr> </thead> <tbody> <tr> <td>Neighbourhood Park</td> <td>500m</td> <td>375m</td> </tr> <tr> <td>Community Park</td> <td>1500m</td> <td>1125m</td> </tr> </tbody> </table>		Walking distance	As a radial distance	Neighbourhood Park	500m	375m	Community Park	1500m	1125m
	Walking distance	As a radial distance									
Neighbourhood Park	500m	375m									
Community Park	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 is anticipated to be provided (by land use e.g. residential).										
Indicative features	The features and amenities typically found in each type of open space.										

Provision guidelines table

Type	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 <ul style="list-style-type: none"> Generally only provided by voluntary agreement at no cost to Council In addition to requirements for neighbourhood parks 	<ul style="list-style-type: none"> Is there a greater level of residential density anticipated that justifies the provision of a pocket park? 	<ul style="list-style-type: none"> Residential areas, particularly those areas identified for increased residential density (excludes large lot >2000m² residential developments) Central City 	<ul style="list-style-type: none"> Trees, landscaping and gardens Furniture including seating and bins Hard surface and/or lawn areas <p><u>Examples</u></p> <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> Generally only provided as part of private development by voluntary agreement at no cost to Council In addition to requirements for neighbourhood parks 	<ul style="list-style-type: none"> 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 the context? 	<ul style="list-style-type: none"> Central City, and suburban town/retail centres Proximate to main civic amenities/destinations 	<ul style="list-style-type: none"> Trees, landscaping and gardens Furniture including seating and bins Hard surfaced urban space May provide for public art and play features <p><u>Examples</u></p> <ul style="list-style-type: none"> Garden Place Embassy Park (Riff Raff) Federal Square, Auckland Lumsden Green, Auckland

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
Neighbourhood Park	<p>Basic informal recreation and socialising space within easy walking distance for surrounding residents</p> <p>Improve connectivity and visual amenity of residential neighbourhoods</p>	0.5ha	Minimum of one park within 500m walking distance of all residential households	N/A	<ul style="list-style-type: none"> Residential areas (excludes large lot >2000m² residential developments) 	<ul style="list-style-type: none"> 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. <p><u>Examples</u></p> <ul style="list-style-type: none"> Moonlight Drive Reserve
Community Park	<p>Larger multi-function parks that provide informal recreation, socialising and event space for the wider community</p> <p>Can also accommodate sports fields and facilities for organised recreation</p>	<p>Minimum size of 3ha</p> <p>Between 7-10ha in size when providing for sports fields</p>	One park within 1500m walking distance of all residential households	N/A	<ul style="list-style-type: none"> Residential areas (excludes large lot >2000m² residential developments) 	<ul style="list-style-type: none"> Trees, landscaping and gardens. Provide multiple facilities and furniture including toilets, picnic and BBQ areas, seating, bins and walkways. Multiple flat 30m by 30m kick-around play spaces. Outdoor space for community events. Sports fields and facilities for organised recreation. Car parking where required. May provide bespoke

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	Provides a neighbourhood park function to surrounding residents					destination playgrounds/play features, skate spaces or hardcourts <ul style="list-style-type: none"> Potential location for community facilities <p><u>Examples</u></p> <ul style="list-style-type: none"> Days Park Melville Park Steele Park Claudlands Park
Sport fields and facilities	Provide for organised sport for local and city-wide communities.	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 <ul style="list-style-type: none"> Minimum 4 full-sized fields per park is considered an efficient and optimal outcome for field distribution across the city 	<ul style="list-style-type: none"> 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 demand resulting from the demand proposed development? 	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 as standalone parks	<ul style="list-style-type: none"> Sports fields and facilities for organised recreation May include floodlighting <p><u>Examples</u></p> <ul style="list-style-type: none"> Jansen Park Galloway Park

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
Destination Park	<p>Provide a unique experience not found elsewhere within the open space network, with values, features and facilities that attract a large number of users</p> <p>A range of high-quality recreational and community facilities and activities serving City residents and visitors</p> <p>May provide a neighbourhood park and/or community park function to surrounding residents</p>	Variable	<p>No provision target</p> <ul style="list-style-type: none"> Determined by local context and character 	<ul style="list-style-type: none"> 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? 	<p>Residential areas (excludes large lot >2000m² residential developments)</p> <p>Location of future destination parks in growth areas will be identified as part of structure plan or master planning processes</p> <p>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</p>	<ul style="list-style-type: none"> 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 large-scale play features, skate spaces and hardcourts Specialised sport and recreation facilities Potential location for community facilities Distinct natural, heritage or cultural features <p><u>Examples</u></p> <ul style="list-style-type: none"> Hamilton Gardens Ferrybank Hamilton Lake Domain

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	Provide for community-based recreational needs, as well as preserving unique landscapes and open spaces					
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	Variable	No provision target <ul style="list-style-type: none"> Council will only look to acquire natural areas of high ecological and biodiversity value, and where acquisition improves the connectivity of the open space network 	<ul style="list-style-type: none"> Is there significant natural, ecological or biodiversity value? Does it include a strategic component of the City's existing or anticipated network of natural area? 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	<ul style="list-style-type: none"> Generally restored or remnant native vegetation Provide basic facilities and furniture including seating, bins and walkways May provide interpretation signage <p><u>Examples</u> Gully networks</p> <ul style="list-style-type: none"> Managakotukutuku Kirikiroa Te Awa o Katapaki Whatukoruru Pa site

Type	Function	Size	Provision target	Further considerations in lieu of provision target	Location	Indicative features
	neighbourhood park					
Linear park and park connection	Provide for connected networks of open space and access to riparian margins	Variable <ul style="list-style-type: none"> • Generally minimum 20m in width 	No provision target <ul style="list-style-type: none"> • Provision depends on characteristics of an area 	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 reserve. Council retains discretion as to whether any dispensation on the 20m requirement is supported	All areas of the city where applicable	<ul style="list-style-type: none"> • Trees, landscaping and gardens • Provide basic facilities and furniture including seating, bins and walkways • May provide interpretation signage • May provide play features
Esplanade Reserve	Provide for off-road walking and cycling networks	<ul style="list-style-type: none"> • Park connections that provide access to parks are to be a minimum 5m in width 	<ul style="list-style-type: none"> • A minimum 20m wide esplanade 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 			<p><u>Examples</u></p> <ul style="list-style-type: none"> • Waikato River Esplanade • Lake Rotoroa Esplanade
	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					

SCHEDULE 3 – OPEN SPACE PROVISION ASSESSMENT CRITERIA

Purpose

Guide the 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	<ul style="list-style-type: none"> 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, identified need based population trends and demographics of the community, or in response to the local character of the subject site?
Quality of open space	<ul style="list-style-type: none"> Does any proposed open space adequately reflect the Open Space Configuration Design Guidelines set out in Schedule 5?
Delivery of open space	<ul style="list-style-type: none"> What is the proposed approach to funding and implementation? Are there any other open space providers 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 that arise to acquire land for open space provision. This includes the assessment of open space provision requirements of subdivision developments received by the Council in it's 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?	<ul style="list-style-type: none"> 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 population trends and demographics of the community, or in response to the local character of the subject

	<p>site?</p> <ul style="list-style-type: none"> • 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 plan (as identified by the 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 population trends and demographics of the community?
<p>Quality of open space Does the open space meet the required functionality?</p>	<ul style="list-style-type: none"> • Does any 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?
<p>Delivery of open space Cost to council, and available budget</p>	<ul style="list-style-type: none"> • 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 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:

- 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 held under the Reserves Act 1977, and whether it is included in a management plan approved under the Act.
- Disposal of the land would adversely effect the function, or configuration of an existing open space, or the wider open space network?
- 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 that clearly identify 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

Outline how The 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, and greenfield 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	<ul style="list-style-type: none"> a. Improvement of the existing open space network before considering purchase of additional land. b. Optimise existing open space through reconfiguration, upgrades and development c. Improve accessibility and connectivity to existing open space through alterations to the surrounding pedestrian network. d. Utilise green infrastructure (such as stormwater management areas) to provide open space functionality. e. Establish agreements with other open space providers such as schools and universities to formalise shared public use. f. Efficiently manage and use existing open space and facilities, particularly for organised sport, through working with user groups on how they use open space.
Greenfield	<ul style="list-style-type: none"> a. Provide open space land to respond to demand associated with growth, and ensure open space is development as residential neighbourhoods are established. b. Seek opportunities to leverage investment in open space with the other Council and 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 the Council.

Following Council's delegation for land purchase, any open space provision that requires Council funding will be presented to Elected Members, or the Chief Executive, for approval.

When considering opportunities to purchase land that require Council funding, the Council's decision-making will be informed by the following:

Criteria	Priority
Land required to meet a provision target, or identified population-based trends and 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 plan (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 the Council fund open space provision

The following table outlines the mechanisms the Council use to deliver open space:

Funding mechanism	Use
Development Contributions	<ul style="list-style-type: none"> a. Council will seek to largely recover the costs of providing 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 that benefits the wider community to be fairly compensated.
Financial contributions	<ul style="list-style-type: none"> d. In accordance with the Resource Management Act (1991) 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.

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 of gifting of 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.

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 the Provision Guidelines. These Guidelines are not intended as comprehensive open space design guidelines; the finer details around technical specifications and 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.

The Parks and Recreation unit of Council 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	<ul style="list-style-type: none"> - Adherence to Crime Prevention Through Environmental Design (CPTED) principles - 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	<ul style="list-style-type: none"> - 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	<ul style="list-style-type: none"> - 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

Environment	<ul style="list-style-type: none"> - Incorporation of low impact urban design principles - Protection from or minimisation of climate conditions (e.g. windy, exposed sites, or access to sunlight) - Enable protection and enhancement of significant natural features and significant natural areas
Amenity	<ul style="list-style-type: none"> - Amenity landscaping - Facilitate passive and active recreation
Functionality	<ul style="list-style-type: none"> - 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	<ul style="list-style-type: none"> - 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 identified for greater residential density than the general residential zone
- Configuration is relatively evenly proportioned e.g. avoiding long skinny spaces
- Access to sunlight, and configured to optimise sunlight through orientation of space
- Minimum two road frontages
- Essential that 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 configured to optimise sunlight through orientation of space
- Active edges with adjacent properties (e.g. retail/commercial activity that opens 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
- Minimum of one flat 30m by 30m kick around play space.
- Avoid narrow access points
- Adjoin natural areas where possible and appropriate
- Optimises natural features/characteristics
- Interface with adjacent residential properties enables good passive surveillance



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 that provide 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.

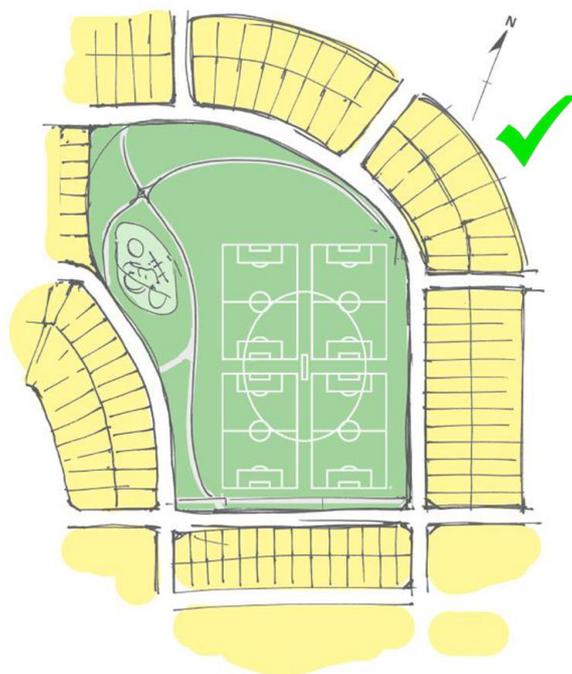
- Provided within residential areas and collocated with community nodes/suburban centres where appropriate
- Size and shape capable of accommodating user groups with a variety of spatial needs
- Minimum two road frontages
- Mostly flat with opportunities for slight variation in terrain, provided that multiple flat kick-around spaces are achievable.
- Integration with natural features including gullies and the river where possible
- Outdoor space capable of accommodating community events

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, as opposed to parks entirely dedicated to a sports park function
- Land area required for sports fields and facilities will be determined by demand analysis projections
- Parks with a sports field function are to be configured to efficiently accommodate the field and facility requirements
- Generally a minimum of 4 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

- Generally flat topography, prior to any modification, to enable cost-efficient development of fields.



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
 - Improve access
- This can also be achieved through aligning the road network with gullies



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.

Council Report

Committee: Community and Services Committee

Date: 27 February 2018

Author: Karen Kwok

Authoriser: Lance Vervoort

Position: Team Leader Recreation and Community Facilities

Position: General Manager Community

Report Name: Bowls and Croquet Update

Report Status	<i>Open</i>
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Purpose

1. To provide an information update to the Committee on bowls and croquet clubs on Council land in Hamilton.

Staff Recommendation

That the Community and Services Committee receives the report.

Background

2. Council supports community groups, like bowls and croquet clubs by providing land and buildings for use via community occupancy. Council's key role is to manage the land and building assets for maximum community benefit.
3. The bowls and croquet clubs that lease Council land own the clubhouse buildings on site and have been long standing tenants of Councils, predominately established around the 1950's.
4. Bowls and croquet clubs in Hamilton are facing significant challenges impacting on their future sustainability. Stadium Bowling Club at Hinemoa Park dissolved in May 2017, leaving a Council owned regional level bowling facility vacant. It is likely that other smaller leased bowling facilities may also become vacant in the future.
5. At the 27 June 2017 Community and Services Committee meeting, staff presented the Hillcrest Bowling Club's lease application and as part of that discussion staff were directed to '*report back within 6 months on the future of bowling clubs and their strategic locations around the city*'.
6. At the 31 October 2017 meeting, the Community and Services Committee approved the bowls item be deferred till early 2018.
7. Croquet has been included in this report as the sport is facing similar issues.

Bowls Overview

8. There are eight bowls clubs in Hamilton, located around the central area of the city, four are on the East side of the river and four on the West side (refer to Attachment 1). Bowls Waikato report that there are also five retirement homes with outdoor bowls facilities.

9. In the past 10 years Glenview Bowling Club, Te Rapa Bowling Club and Stadium Bowling Club have folded. Frankton Railway Bowling Club, Hamilton Cosmopolitan Bowling Club (private land) and Hamilton United Women's Bowling Club (Council land) are all struggling to remain viable.
10. Three bowls clubs are on Council land; Beerescourt Bowling Club (part of Beerescourt Park Sports Association), Hamilton United Women's Bowling Club and Hillcrest Bowling Club. Claudelands Bowling Club also leases land from Council for a car park (refer to Attachment 2 for images).
11. The clubs on Council land have a total of six outdoor natural grass greens, (one green is unused at Hillcrest Bowling Club) with a total of 117 full paying members, averaging at only 23.4 members per green. Bowls New Zealand advises that one green can accommodate 100 members, indicating that there are more bowls facilities than required in Hamilton.
12. Stadium Bowling Club dissolved on the 31 May 2017. Bowls Waikato continue to reside at the facility on an interim basis until a new community group lease is approved. A report on the future use of the facility will be presented to Council mid-2018.
13. On the 27 January 2018, Hamilton United Women's Bowling Club notified staff of the club's intention to close at the end of the current bowls season. The club has dropped to 18 members and no casual players. The facility consists of a small clubhouse, garden sheds and one natural green which will revert to Council on termination of the lease.

Croquet Overview

14. There are two croquet clubs in Hamilton, both located on the East side of the river.
15. One is on Council land; Hamilton East Croquet Club at Galloway Park.
16. Hamilton East Croquet Club own a small clubhouse building and have five full sized lawns catering for 34 members, an average of 6.8 per lawn. Croquet New Zealand recommend 10 to 15 members per lawn for a sustainable club.

Challenges and Trends

- Bowls and croquet clubs in Hamilton are facing many issues including:
- Purpose built facilities with single club model
 - Ageing membership/ volunteers
 - Natural greens/lawns are high maintenance and reasonably costly
 - Low fee structures resulting in lower revenue streams
 - Many clubs have a culture that is resistant to change and sharing facilities
 - Increasing popularity of alternative informal recreational activities
18. Traditional full paying bowls memberships for clubs on Council land in Hamilton has declined by 27% between 2010 to 2017, greater than the national average trend of a 20% decline. In comparison, pay-for-play numbers have grown by approximately 50% nationally over the same period.
 19. Hamilton club casual participation numbers are lower than the national average. Bowls New Zealand advise that clubs who do not adopt a strong casual bowls programme will struggle into the future.
 20. Croquet New Zealand report that croquet memberships nationally have remained static over the last decade, prior to a small 5% increase in 2016 with increasing numbers playing golf croquet, the modified version of the game. They report that the two clubs are sufficient for Hamilton.

21. The 2013-14 Active New Zealand Survey reports that the most popular activities for older adults (50+ years) are walking, cycling, swimming, fishing and gym. Bowls features in the top 10 activities in the oldest age groupings only, over 65 years.
22. Waikato's Regional Sports Facilities Plan 2014 recommends rationalising the number of bowls facilities and shared use facility partnerships.

Financial Considerations

23. There is a financial and resourcing cost to the Council should a facility become vacant. Costs include loss of rental, managing and maintaining the facility and to reallocate or change use.
24. Should the Hamilton United Women's Bowling Club close, the community occupancy rental revenue will be reduced by \$787.00 per annum.
25. The total annual rental revenue from the three bowls and one croquet community occupancy agreements is \$4,899,13, excluding GST.

Policy Considerations

26. Upon expiry of bowls and croquet club leases, a new lease application will be considered against the assessment criteria outlined in the Policy. The assessment will form the basis of the recommendation to Council.
27. The Policy's eligibility and assessment criteria includes consideration of the groups sustainability for the term of occupancy. Sustainability is assessed, in terms of financial viability and membership and/or users of the service. Staff may recommend a shorter lease term or not support granting a new lease, should there be sustainability concerns.
28. In accordance with the [Community Occupancy Policy Guidelines](#), staff will seek applications for the future use of Hamilton United Women's Bowling Club site through either:
 - Public advertisement
 - An expression of interest process
 - Direct notification to Community Groups who have registered interest

Risks and Opportunities

29. Hamilton bowls and croquet clubs are struggling to remain sustainable, which makes it likely that more clubs may fold in the future.
30. In the case of vacant land and/or building, staff will consider options for the future use of the site on case by case basis. This situation provides an opportunity to either change use of the site or re-allocate to a different community group(s) to obtain greater community benefit.
31. Waikato's Regional Sports Facilities Plan is being reviewed during 2018, this will include updating the strategic direction for bowls facilities in the region.

Engagement

32. In 2016, due to increasing concern for Stadium Bowling Club's sustainability, staff formed a partnership working group with Bowls New Zealand, Bowls Waikato and Sport Waikato. A round-table meeting was held in August 2016 with all bowls and croquet clubs on Council land to discuss the future and sustainability of their clubs.
33. Individual meetings have also been held with each club. The only club that indicated they may be interested in moving to Stadium Bowling Facility was Hamilton East Croquet Club and hence staff proceeded with an Expression of Interest for the facility.

Item 11

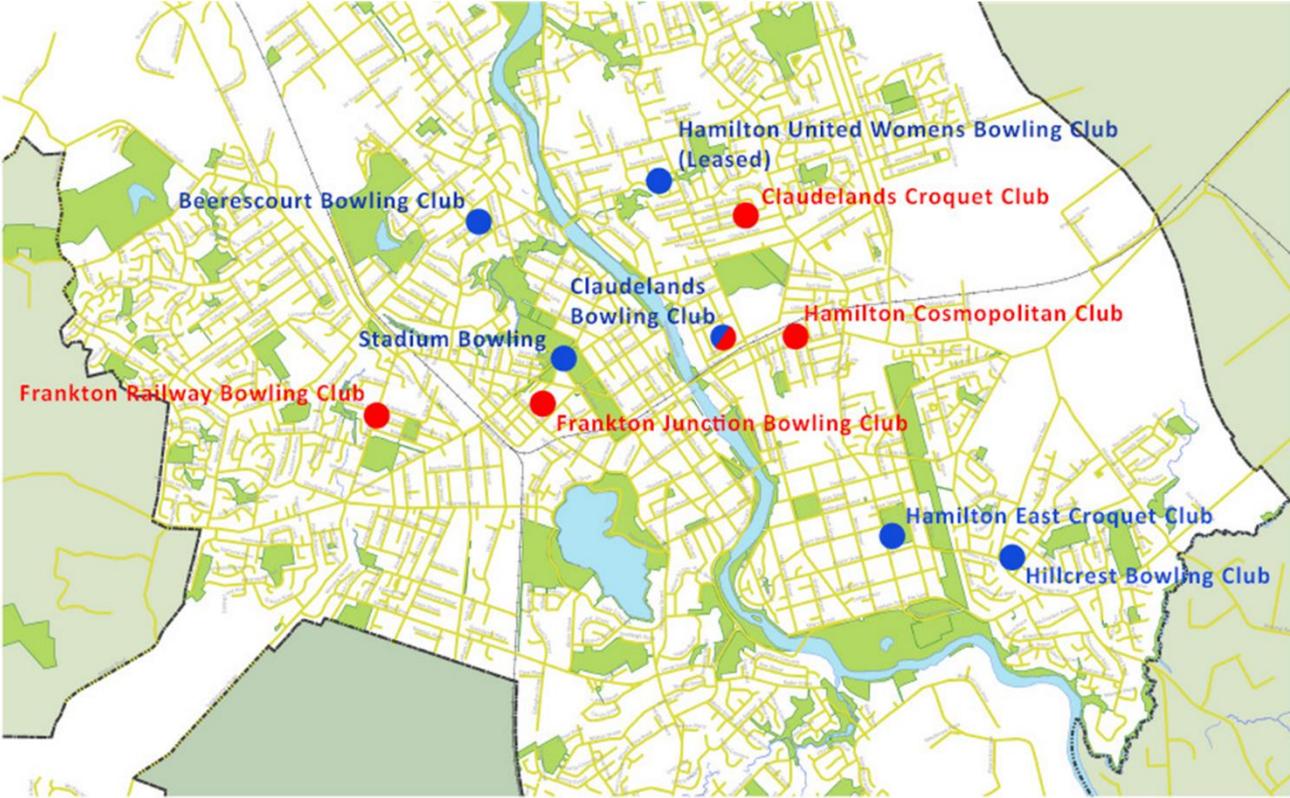
34. Staff will continue to work with the clubs and governing bodies to encourage partnerships and future planning.
35. Bowls New Zealand, Bowls Waikato and Sport Waikato provide club development support.

Attachments

Attachment 1 - Locations of bowls and croquet clubs

Attachment 2 - Images of bowls and croquet club on Council land .

Attachment 1



HAMILTON CITY BOWLS/CROQUET CLUBS

- PRIVATE LAND ●
- COUNCIL LAND ●
- PARTLY PRIVATE/COUNCIL LAND ●

Attachment 2

Beerescourt Bowling Club

Maeroa Road Reserve



Lease expiry: 2018 (right of renewal)
Members: 38
Rent: \$1,731



Hamilton United Women's Bowling Club

Caro Park



Lease expiry: 2020
Members: 18
Rent: \$787



Hillcrest Bowling Club

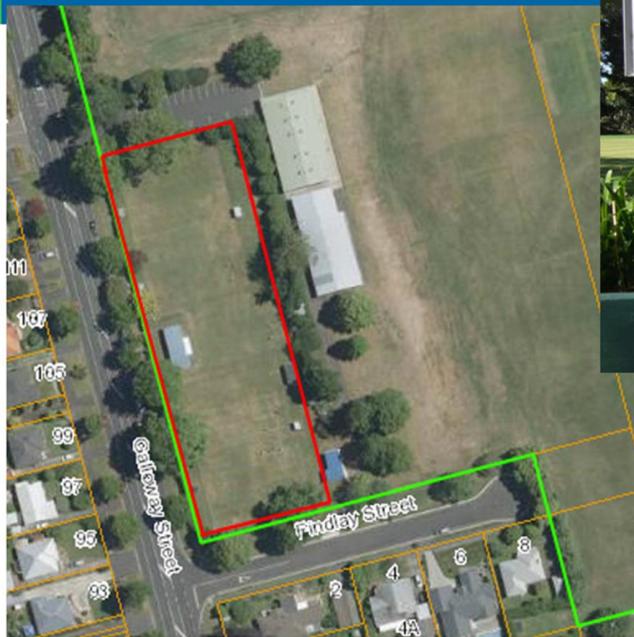


Lease expiry: 2022
Members: 61
Rent: 1,197



Hamilton East Croquet Club

Galloway Park



Lease expiry: 2023
Members: 34
Rent: 1,183



Council Report

Committee:	Community and Services Committee	Date:	27 February 2018
Author:	Andy Mannering	Authoriser:	Lance Vervoort
Position:	Social Development Manager	Position:	General Manager Community
Report Name:	Community Occupancy Agreements - Bristol Park, Fairfield Park Hall, Celebrating Age Centre		

Report Status	<i>Open</i>
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Purpose

1. To seek approval to grant community occupancy agreements to the following three community groups.
 - Hamilton Radio Control Car Club Incorporated for land at Bristol Park;
 - Te Whare o Te Ata for space in Fairfield Park Hall;
 - Age Concern for Celebrating Age Centre.

Staff Recommendation

That the Community and Services Committee:

- a) approves a new community group licence to occupy under s54(1)(b) of the Reserves Act 1977, to Hamilton Radio Control Car Club Incorporated for 3,000m² of land at Bristol Park, being Part Lot 43 DPS 15960, subject to the following terms and conditions:
 - i. Term - five years;
 - ii. Rent - \$825.00 plus GST per annum in accordance with the Community Occupancy Policy; and
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- b) approves a new community group lease, under s54(1)(b) of the Reserves Act 1977, to Te Whare o Te Ata for Fairfield Park Hall at Fairfield Park with a building area of 395m², being Part Lot 66 DPS 4963, subject to the following terms and conditions:
 - i. Term - five years commencing 1 July 2018;
 - ii. Rent - \$1,728.13 plus GST per annum (plus maintenance and utility charges) in accordance with the Community Occupancy Policy; and
 - iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.
- c) approves a new community group lease, to Age Concern Hamilton for a building area of 1,007m² in the Celebrating Age Centre, located at Pt Allot 443 TN of Hamilton West, subject to the following terms and conditions:

- i. Term - five years commencing 1 July 2018;
- ii. Rent - \$9,440.63 plus GST per annum (plus maintenance and utility charges) in accordance with the Community Occupancy Policy; and
- iii. All other terms and conditions in accordance with the Community Occupancy Policy and Community Occupancy Guidelines.

Executive Summary

2. Hamilton Radio Control Car Club Incorporated has had a licence to occupy 3,000m² of land on Bristol Park since 1985. Their current 10-year licence to occupy expired in May 2017. Staff recommend granting a five-year licence.
3. Proposals for lead tenants were submitted for Fairfield Hall through a public expression of interest process in 2017. Te Whare o Te Ata is ideally positioned to maximise community benefit of this facility. Staff recommend granting a five-year lease.
4. Proposals for lead tenants were submitted for Celebrating Age Centre through a public expression of interest process in 2017. Age Concern has been the largest community group within Celebrating Age Centre since 1997 and is ideally positioned to maximise community benefit of this facility. Staff recommend granting a five-year lease.
5. Staff consider the decisions in this report have low significance and that the recommendations comply with the Council's legal requirements.

Discussion

Community Occupancy Policy Review

6. At the 8 August 2017 Community and Services Committee Meeting ([Agenda](#), [Minutes](#)), staff presented six Community Occupancy Leases for Council to consider. Council resolved the following:
 - a) That Council decide on any approval of the leases for the organisations listed in 2(a) – (f) (of the staff report) from 1 July 2018; with term to be determined in February 2018; and
 - b) Notes that the Policy is due to be reviewed by February 2018, covering both the prices and types of organisations.
7. At the 30 November 2017 Council Briefing the Policy was presented for review. Additional information was requested on modelling of potential rental rate prior to the reviewed Policy being presented for Council consideration. The Community Occupancy Policy will now be presented to Council at the April 2018 Community and Services Committee.
8. Elected members acknowledged community requests for decisions about new leases, and requested that these be made prior to the revised date for adoption of the reviewed Policy.

Hamilton Radio Control Car Club Incorporated (HRCCC) – Bristol Park

9. HRCCC have a licence to occupy land at Bristol Park for the purposes of racing radio control cars. The current licence to occupy commenced on 1 May 2007 for a term of 10 years expiring 30 April 2017. Since expiry the licence has been continuing on a monthly basis.
10. HRCCC first developed a track at Bristol Park in 1985 and are now one of the largest radio control car clubs in New Zealand. HRCCC report that their membership numbers have increased to 101 members and an average of 40 participants on club days.
11. HRCCC has changed from nitro to electronic cars and have proposed building a new artificial turf track, which staff support as an ongoing solution to resolving previous noise and dust

issues. The club will seek national level events once the new track is established. The track will be open to the public outside club use.

12. Bristol Park has conflicting activities with two car clubs (HRCCC and Riverside Rodders) and two dog groups (Waikato Canine Obedience and Phoenix Dog Club) located at the park. Part of Bristol Park is a designated dog exercise area as outlined in the [Pooches in Parks Plan](#). To mitigate potential issues between activities, the clubs use the park at different times and this requirement will be specified in the special conditions of the licence.
13. The proposed licence area to encompass the new track, is shown in Attachment 1, which is the same area as their previous licence.
14. The licence is on land classified for the purpose of recreation reserve under the Reserve Act 1977. The licence is complemented by the Operative Sports Park Management Plan 2009. On this basis, public notification of the proposed licence is not required.
15. Organised recreation in the Sport and Recreation Open Space Zone is a permitted activity and does not require a resource consent under the Operative District Plan.
16. The proposed rent is \$825.00 plus GST per annum based on a land area of 3,000m², calculated in accordance with the [Community Occupancy Guidelines](#) (Guidelines).
17. Staff recommend granting a new community licence to occupy to HRCCC for a term of five years, being the maximum tenure in accordance with the [Community Occupancy Policy](#) (Policy). This term will provide staff with an appropriate period of time in which to review the success of the operation of the new track and shared use of Bristol Park.
18. Staff recommend the inclusion of the following special conditions in the new licence in relation to the activity;
 - a) Racing to commence after 12pm on one Sunday in each month, with set-up to start after 11.30am.
 - b) Any racing outside the times permitted by the Licence shall be by booking the park with Council's Parks and Recreation Unit.
 - c) The new racing track is to be completed within 12 months from commencement of licence and to be constructed to the satisfaction of Council's Parks and Recreation Unit in accordance with the proposal submitted.

Community Facilities Expression of Interest

19. At the 28 April 2016 Council Meeting ([Agenda, Minutes](#)), Community Occupancy Leases were granted for two-year terms within Celebrating Age Centre to allow staff time to investigate alternative management options for all facilities managed by the Community Development Team.
20. The model of granting leases to an anchor tenant who will manage the use of sites for maximum community benefit is applied by the Parks and Recreation Unit, and was explored through a public Expression of Interest process in 2017 for the five community facilities of:
 - Celebrating Age Centre;
 - Enderley Park Community Centre;
 - Fairfield Hall;
 - Frankton Railway Institute Hall;
 - Old St Peters Hall/Former Reid Studio.
21. The expression of interest process was run between 18 April 2017 – 16 June 2017 and was open to all Hamilton based community groups.

22. This report recommends leases for two of the five community facilities. Negotiations are occurring with community groups regarding Frankton Railway Institute Hall and Enderley Park Community Centre regarding maximum community benefit. The proposal to sell Old St Peters Hall/Former Reid Studio is part of the 10-Year Plan consultation process.

Te Whare o Te Ata – Fairfield Park Hall

23. Te Whare o Te Ata is a Charitable Trust (CC36845) and has been in existence since 1986 and registered with the Charities Services in June 2008. They operate as a community house for the Fairfield neighbourhood and are located across Fairfield Park from Fairfield Hall on Sare Crescent.
24. Fairfield Hall is made up of a main hall with a polished floor, a small kitchen, lounge room and separated offices. The offices have been utilised by community groups since they were built by the Royal NZ Plunket Society in 1965, with the Neighbourhood Police team being the current users. The hall and kitchen have been hired out for community activity by one off and regular users. Bookings are currently managed by the Council, with approximately 16 regular community groups hiring the facility.
25. Te Whare o Te Ata is committed to positive activity within and around Fairfield Park. They fundraised for floodlights to be installed on the park in 2010/11, and have managed the bookings to use the lights since they were constructed.
26. Te Whare o Te Ata intend to continue to hire out Fairfield Hall to existing community groups engaged in primarily recreational activities in order to increase the overall utilisation of the space to maximise community participation and outcomes.
27. A feasibility study was commissioned by Te Whare o Te Ata and the Hamilton Multicultural Services Trust in 2014 to understand the community desire and expectation for Fairfield Hall. If a lease is granted to Te Whare o Te Ata they will continue to progress recommendations presented within the study.
28. Lot 66 DPS 4963 is reserve land classified for the purpose of recreation. The conforms with the Operative Sports Park Management Plan 2009 and the classification of the reserve land.
29. The proposed leased area is shown in Attachment 2. Council will retain responsibility for the maintenance of and managing the public use of the changing rooms and external toilets.
30. The proposed rent is \$1,728.13 plus GST per annum (plus maintenance and utility costs), based on a building area of 395m² within the facility, and calculated in accordance with the Guidelines.
31. Staff recommend granting a new community group lease to Te Whare o Te Ata for a term of five years. This term will provide staff with an appropriate period of time in which to review the success of the changed management approach for Fairfield Hall.
32. Staff recommend the inclusion of the following special conditions in Te Whare o Te Ata's lease in relation to the public use of premises:
- a) Lessee shall submit set scale of hire charges for community use areas for approval by Council's Parks and Recreation staff;
 - b) Lessee shall use its best endeavours to ensure that the best public use is made of the hall;
 - c) Lessee shall report on the delivery of community outcomes, including users of the hall and usage annually.

Age Concern Hamilton (Age Concern) – Celebrating Age Centre

33. Age Concern is a not-for-profit Incorporated Society and Registered Charity (CC21730) that provides services for older people to continue to live safely in their own homes, continue to live meaningful lives, keep their minds active and to combat social isolation.
34. Age Concern has nine full time staff, 295 volunteers and 155 members. In the 2016/17 financial year 9,065 accredited visits by volunteers occurred, 1,056 participants attended their education seminars and 4,070 assisted shopping visits took place.
35. Age Concern was established in Hamilton in 1982 and has occupied space within the Celebrating Age Centre, Victoria Street since 1997. Their lease is set to expire on 30 June 2018.
36. Celebrating Age Centre was built in 1978 for the older people of Hamilton city. The facility has a large open space, smaller meeting rooms, a kitchen and offices. Council manages the bookings for communal space and the community group leases for dedicated office space.
37. Hamilton Grey Power submitted to the proposed 2017/18 Annual Plan ([submissions](#), no.339, page 487), opposing granting a lead tenant within Celebrating Age Centre, instead maintaining the status quo. The primary concerns of Grey Power were the additional financial cost to community groups to operate and hire the facility.
38. Age Concern supported the status quo management model in principle, but believe they have the capacity and ability to be lead tenant within the facility. Age Concern has been fulfilling reception duties, including daily building checks and booking assistance, at the Celebrating Age Centre since the end of 2014.
39. The proposed leased area is shown in Attachment 3.
40. The proposed rent is \$9,440.63 plus GST per annum (plus maintenance and utility costs), based on a building area of 1,007m², and calculated in accordance with the Guidelines.
41. Celebrating Age Centre is not located on reserve land, so is not subject to the Reserves Act.
42. **Options**

Option 1: Grant a community group lease to Age Concern for the whole building and allow them to make operational decisions to maximise community benefit.

Option 2: Status quo - Age Concern, Senior Net and Grey Power lease office areas and Council retains the function of booking communal space.
43. Staff recommend granting a new community group lease to Age Concern for a term of five years. This term will provide staff with an appropriate period of time in which to review the success of the changed management of the centre.
44. Staff recommend inclusion of the following special conditions in Age Concern's lease:
 - a) Lessee to accommodate SeniorNet and Grey Power having office space within the centre and use of communal areas;
 - b) An agreement between Lessee and Senior Net, Grey Power or other community group with dedicated space within the centre be developed to the satisfaction of Council's Parks and Recreation staff;
 - c) Lessee shall submit set scale of hire charges for community use areas for approval by Council's Parks and Recreation staff;
 - d) Lessee shall use its best endeavours to ensure that the best public use is made of the centre;
 - e) Lessee shall report on the delivery of community outcomes, including users of the centre and usage annually.

Financial Considerations

45. The rent payable by the community groups is in accordance with the Community Occupancy Policy. The following 87.5% subsidy is applied to the full market rental rate values:
- Hamilton Radio Control Car Club – \$5,775 per annum;
 - Te Whare o Te Ata - \$12,096.88 per annum;
 - Age Concern - \$66,084.38 per annum.
46. In addition to rent, Te Whare o Te Ata and Age Concern would be responsible for the day-to-day maintenance, utility costs and any applicable rates associated with the Council owned buildings; (Fairfield Hall and Celebrating Age Centre)
47. Council's anticipated ten-year average building renewal expenditure per annum for Fairfield Hall is \$14,281 and Celebrating Age Centre is \$40,665.

Policy and Lease Considerations

48. Staff confirm that HRCCC, Te Whare o Te Ata, and Age Concern are eligible for community occupancy and have been assessed in accordance with the Policy and Guidelines.
49. Granting of the licence and leases is in accordance with the Policy.
50. The lease agreements for Fairfield Hall and Celebrating Age Centre will include clauses regarding 'public use of the premises'. Staff will monitor the usage and charges on an annual basis over the term of the lease, given the change in operating model.

Risks

51. There is minimal risk to the Council in granting the community occupancy agreements in this report, particularly given the five-year terms recommended and the lease conditions put in place.

Significance

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

Engagement

53. Bristol park users (Waikato Canine Obedience, Phoenix Dog Club and Riverside Rodders) were consulted on the proposed licence for HRCCC and were satisfied with the licence and times of use.
54. Fairfield and Celebrating Age Centre were part of the Community Facilities Expression of Interest process. All community groups who submitted an interest were engaged throughout the process and met with staff as part of the assessment prior to recommendations being made to Council.

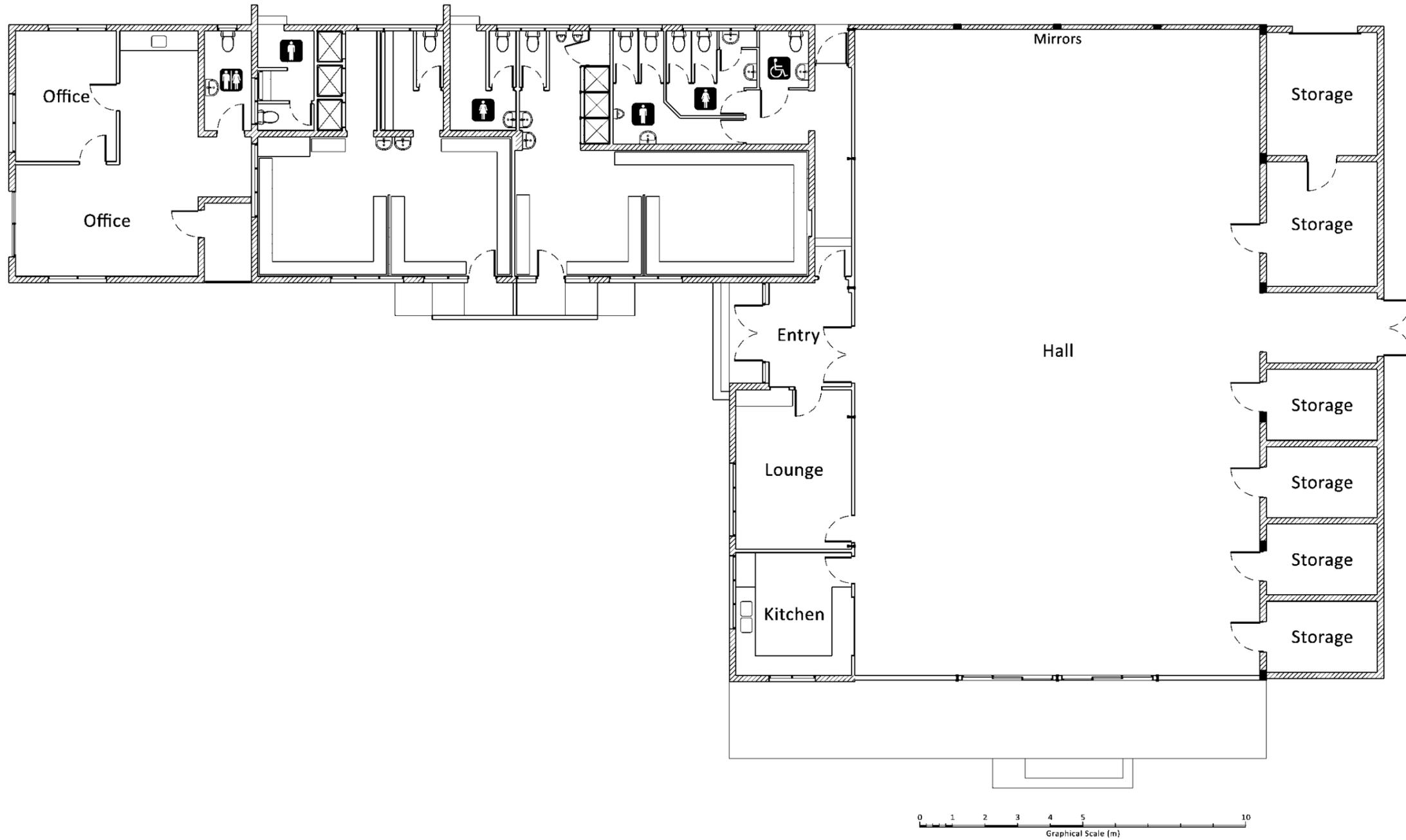
Attachments

Attachment 1 - Hamilton Radio Control Car Club - Licence to Occupy

Attachment 2 - Fairfield Park Hall - Leased Area

Attachment 3 - Celebrating Age Centre - Leased Area .





COMMUNITY DEVELOPMENT AND LEISURE

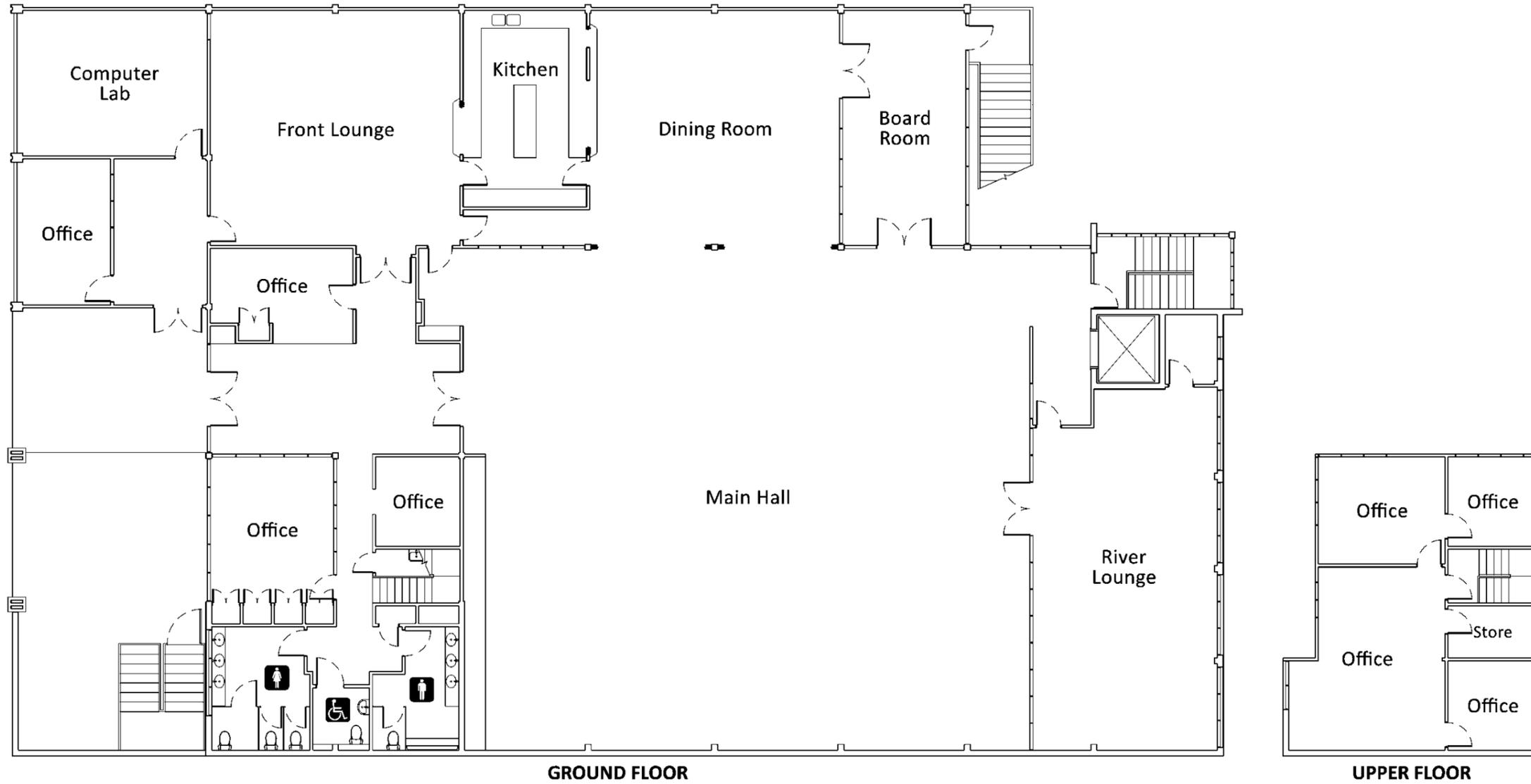
FAIRFIELD PARK HALL - LEASED AREAS



FLOOR PLAN
July 2017

01

31M: D-2447440



COMMUNITY DEVELOPMENT AND LEISURE

CELEBRATING AGE CENTRE - LEASED AREAS



FLOOR PLAN July 2017

01

ŌIM: D-2447097

Council Report

Committee: Community and Services Committee
Date: 27 February 2018
Author: Debbie Lascelles
Authoriser: Lance Vervoort
Position: Community Services Manager
Position: General Manager Community
Report Name: Central City Safety Strategy 2018-21

Report Status	<i>Open</i>
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Purpose

To seek approval for the Central City Safety Strategy 2018-2021

Staff Recommendation (*Recommendation to Council*):

That the Community and Services Committee:

- a) recommends that Council approves the Central City Safety Strategy 2018-21; and
- b) requests that staff report back with a twelve month action list at the 2 August 2018 Council meeting.

Executive Summary

2. Safety in the central city is consistently identified as a high priority for the people of Hamilton. The first Central City Safety Plan was developed to understand, address and improve safety and perceptions of safety within Hamilton's central city.
3. The 2014 Plan focused on improving public spaces through a variety of resources within the Council's control. This improved peoples' perceptions of safety and, in partnership with other organisations, provided help and support for vulnerable people.
4. The 2018 Strategy will continue to build on the successes of the original plan.
5. Staff consider the decisions in this report to have low significance in accordance with the Council's significance and engagement policy and that the recommendations comply with the Council's legal requirements.

Background

6. The Hamilton Central City Safety Plan was approved by the Council in September 2014.
7. At the 16 May 2017 Community and Services Committee ([Agenda, Minutes](#)), a taskforce was established to review the outcomes from the Central City Safety Plan and develop a new draft plan.
8. Councillor O'Leary was appointed the Chair and the Mayor, Councillors Casson, Bunting and Taylor as the Elected Member representatives to the taskforce.
9. At the 19 September 2017 Community and Services Committee ([Agenda, Minutes](#)) a 2017 scorecard outlining outcomes from each year of the plan was presented.

Discussion

10. Safety for Hamilton's central city is consistently identified as a high priority by residents, users and local businesses.
11. The draft Central City Safety Strategy 2018-21 (the draft Strategy) demonstrates this Council's commitment to continued resourcing of this issue.
12. The draft Strategy will continue to build on the successes achieved through the 2014-17 Central City Safety Plan by using the same approach that has worked to manage issues in the past, but aims to be better utilised and applied by staff across the organisation.
13. It differs from the 2014 Plan: actions have been removed and replaced with high level strategic priorities. This enables staff to be flexible and responsive to issues as they arise. It allows new projects to be added at any time. More importantly, it requires that business units take the strategic priority of central city safety into account when implementing planning or projects that could have an impact.
14. The draft Strategy is designed to direct the work of the organisation and presents three goals to be progressed over the next 3 years.
 - The Council, partner organisations and the community will work together to improve safety.
 - The central city is designed to be a vibrant, welcoming and safe public place.
 - The Council's policies and bylaws enable community safety in the central city.
15. Actions that progress each of these goals will be determined annually and developed with each relevant business unit. A separate action plan will be submitted to Council at the beginning of each financial year. Actions will continue to be monitored and reported on annually.
16. It is proposed that a regular meeting between staff and interested Councillors is set up to gain Councillor input into the development of the action list and to enable ongoing monitoring and communication about emerging issues concerning safety.
17. Actions to improve safety in the central city will be based in evidence and best practice. The first twelve month action list will be presented at the 2 August Council meeting.
18. Measures to assess the success of the draft plan will include:
 - There is an increase in the number of people and businesses that perceive the central city to be safe,
 - There is a reduction in reported crime and anti-social behaviour within the central city,
 - There is a reduction of intervention by Police in the central city.
19. Measures will be monitored and reported annually.
20. By approving the draft Strategy, the Council continues to show a strong commitment to improving safety in the central city.

Significance & Engagement Policy

Significance

21. 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

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

Attachments

There are no attachments for this report.

Hamilton Central City Safety Strategy 2018 to 2021



Introduction

Background

Safety in the central city is consistently identified as a high priority for the people of Hamilton. The first Central City Safety Plan was adopted by the Council in September 2014. It was developed alongside the Central City Transformation Plan and together, both plans aimed to understand and improve safety. A key part of this was improving how people feel about visiting central Hamilton and providing an attractive, vibrant city centre.

The 2014 Plan focused on improving spaces within the central city managed by Council. It aimed to balance enforcement for inappropriate behaviours with support for vulnerable people.

The 2018-2021 plan will continue to build on the successes of earlier plans.

Why have a new plan?

- To demonstrate Council's ongoing commitment to revitalising Hamilton's central city.

What is our vision?

- Hamilton's central city is an attractive destination where people always feel safe.

How will we achieve it?

1. We all work together to improve safety: the Council, partner organisations and the community.
2. The central city is designed to be a vibrant, welcoming and safe space.
3. The Council policies and bylaws enable community safety in the central city.

Guiding principles

- The Council continues to build on projects started in previous plans.
- The Council understands its role in influencing the behaviour of all central city users.
- The Council works with local organisations, businesses, services and the community to address and improve central city safety.
- Actions to improve safety in the central city are based on evidence and best practice.
- Local communities are supported to develop and deliver solutions to improve safety in the central city.
- There is an appropriate mix of education and enforcement used to resolve issues.

What have we achieved so far?

- 2016 Winner Local Government New Zealand Excellence Award for Community Engagement.
- Significant increase in perception of safety in the central city.
 - Daytime perception of safety has increased from 63 per cent to 83 per cent.*
 - Night time perception of safety has increased from 43 per cent to 62 per cent.*
- Reported central city crime was reduced by 36 per cent and specific disorder crimes were reduced by 43 per cent.
- The establishment and ongoing successes of the People's Project.
- Improvement of public spaces including Embassy Park, Victoria on the River and Norris Ward Park; improved landscaping on Victoria Street.
- Increased visibility of City Safe staff to improve public confidence and discourage anti-social behaviour.
- Multiple requests and visits from other Councils around New Zealand to find out how Hamilton has been so successful.

How will we know if the plan works?

- There is an increase in number of people and businesses that perceive the central city to be safe.
- There is a reduction in reported crime within the central city.
- There is a reduction in reported anti-social behaviour.
- There is a reduction of intervention by Police in the central city.

When will we report on our progress?

The plan will be monitored annually and reported to the August Community and Services Committee. It will be reviewed in 2021.

*Central City Safety Plan scorecard.

Goal 1. We all work together to improve safety: The Council, partner organisations and the community.

What is the issue?

We need to communicate better about what we do to improve safety in the central city and work with our community to come up with solutions.

What do we need to do?

The Council, organisations and the community need to work together on projects that improve safety and increase pride in the central city area. Sharing expertise, resources, ideas and working collaboratively leads to better solutions for all groups.

What are we doing now?

- The Council works with organisations such as Hamilton Central Business Association (HCBA), Wise Group, Zeal Education Trust and NZ Police to support safety within the central city
- The City Safe team listen, educate and work with the community and partners to promote safety
- NZ Police identify the central city as an area where a timely response to calls for service is a priority.

Strategic Priorities for 2018-21

- Ongoing leadership and coordination of agencies contributing to central city safety
- Each project focusing on central city safety has a communications plan that identifies stakeholders and their level of involvement
- The Council works with Police to review the needs of the central city location to ensure continued safety
- Promotion of anti-begging marketing and education campaigns
- Support for initiatives to improve access to safe and accessible public transport to and from the city centre.

Goal 2. The central city is designed to be a vibrant, welcoming and safe public space.

What is the issue?

The community feel some central city spaces are unsafe due to design, layout and lighting. Central city safety must be a top priority if we want it to be a fun and vibrant place.

What do we need to do?

All redesign of central city spaces use best practice urban design and the principles of Crime Prevention Through Environmental Design (CPTED).

What are we doing now?

- Continued implementation of the Central City Transformation Plan to support events encouraging the community to use the central city in a positive manner
- Use of street furniture, paving, public art and landscaping to create safe and enjoyable spaces.

What are we going to do 2018-21?

- Continued redevelopment, redesign and renewal of existing spaces and structures using best practice
- Investigation, promotion and support of festivals, events and projects that promote tourism and vibrancy within the central city.

Goal 3. Council policies and bylaws enable community safety in the central city.

What is the issue?

Some behaviours within the central city are inconsistent with the behaviours expected of people in public spaces.

What do we need to do?

The Council needs to ensure policies and bylaws target the issues contributing to public safety in the central city location. In addition, increasing the awareness of our Policies and Bylaws will contribute to maintaining a level of acceptable behaviour.

What are we doing now?

The Public Places Policy and Bylaw, and Safety in Public Places Bylaw protect the public from nuisance, minimise the potential of offensive behaviour, maintain public health and safety, and regulate signs and trading within public places.

- The Alcohol Control Bylaw reduces harm to the community by controlling where and when people can drink or have alcohol in their possession in public places
- The Psychoactive Substances Policy aims to minimise the harm to the community caused by psychoactive substances by defining the permitted location of retail premises
- The Smoke-Free Environment Policy acknowledges that reducing smoking will improve public amenity and maintenance of Council property
- The Council's CCTV camera network currently includes 38 central city cameras, 16 Transport Centre cameras, 12 Centre Place carpark cameras and nine Municipal Building cameras
- The Council's 13 City Safe Officers actively patrol the central city and monitor the CCTV network.

What are we going to do 2018-21?

- The review process for policies and bylaws considers and includes effective ways to create and promote a safe central city.
- Promotion and education of bylaws and policies to raise awareness and increase compliance.



Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Community and Services Committee Public Excluded Minutes - 31 October 2017) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987))))	Section 48(1)(a)

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

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
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