

## Notice of Meeting:

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

**Date:** Tuesday 31 October 2017  
**Time:** 9.30am  
**Meeting Room:** Council Chamber  
**Venue:** Municipal Building, Garden Place, Hamilton

Richard Briggs  
Chief Executive

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## Community and Services Committee OPEN AGENDA

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### Membership

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

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

**Meeting Frequency:** Six weekly

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Lee-Ann Jordan  
Governance Manager

**25 October 2017**

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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 6727.

# Council Report

**Committee:** Community and Services Committee

**Date:** 31 October 2017

**Author:** Amy Viggers

**Authoriser:**

**Position:** Committee Advisor

**Position:**

**Report Name:** Confirmation of Community and Services Minutes - Open - 19 September 2017

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

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

## Attachments

Attachment 1 - Community and Services Minutes - Open - 19 September 2017 .

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## Community and Services Committee OPEN MINUTES

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Minutes of a meeting of the Community and Services Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Tuesday 19 September 2017 at 9.30am.

### PRESENT

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

In Attendance:                  Richard Briggs – Chief Executive  
   Lance Vervoort – General Manager Community  
   Sean Murray – General Manager Venues, Tourism and Major Events  
   Kelvyn Eglinton – General Manager Growth  
   Andy Mannering – Manager Social Development  
   Maria Barrie – Acting Unit Manager Parks and Open Spaces  
   Hannah Helleur – Playground Project Leader  
   Nick Johnson – Strategic Advisor - Arts and Community  
   Jeff Neems – Communications Advisor  
  
   Lee-Ann Jordan – Governance Manager  
   Amy Viggers and Rebecca Watson – Committee Advisor

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### 1. Apologies

**Resolved:**                      (Crs Casson/Taylor)

That the apologies from Cr Bunting and O'Leary (for lateness) be accepted.

### 2. Leave of Absence

Leave of Absence for Cr Yeung (24 August 2017 to 23 November 2017 Inclusive) and Cr Pascoe (19 September 2017 to 24 October 2017 inclusive).

### 3. Confirmation of Agenda

**Resolved:**                      (Crs Henry/Casson)

That the agenda is confirmed noting that an additional attachment for Item 10 (*Clarence Street Theatre Trust – 2016/17 Annual Report*) had previously been circulated to Elected Members and would be tabled at the meeting.

Community and Services Committee 19 SEPTEMBER 2017 - OPEN

**4. Declarations of Interest**

No members of the Council declared a Conflict of Interest.

**5. Public Forum**

**Michele Connell and Jenni Muhlmann** – Spoke to item 5 (*Community and Services Committee Minutes – 8 August 2017*). They thanked Council for approving funding for Balloons over Waikato.

**Jason Wade (representative of Clarence Street Theatre** - Spoke to item 10 (*Clarence Street Theatre Trust – 2016/17 Annual Report*). Mr Wade provided an update on Clarence Street Theatre and requested the deed of gift be updated to enable work on the building to make it earthquake proof.

*Cr O'Leary joined the meeting (9:48am) during the above item.*

**6. Community and Services Committee Minutes - 8 August 2017**

**Resolved:** (Crs Casson/Henry)

That the Community and Services Committee confirm the Open Minutes of the Committee Meeting held on 8 August 2017 as a true and correct record.

**7. Chair's Report**

The Chair introduced the report and responded to questions from Committee Members concerning the coordination of invitations being forwarded to all Elected Members for community events and the need for Council Communications going out to the public to include more context.

The Chief Executive undertook to ensure community invitations were sent to all Elected Members.

**Resolved:** (Crs Casson/Tooman)

That the Community and Services Committee receives the report.

**8. General Manager's Report**

The General Manager Community introduced the report. Staff provided an update on the Central City Safety Plan and the improvements to safety in the Central City since 2014. Staff responded to questions from Committee Members concerning activation of the Central City and public perceptions of safety. It was noted that funding to expand the CCTV network would be discussed through the 10 Year Plan process.

Staff were asked to provide an update on the Social Indicator Report and the Social Housing Strategy to Committee Members within the next 6-8 weeks so both could be discussed as part of the 10 Year Plan process.

**Resolved:** (Crs O'Leary/Tooman)

That the Community and Services Committee

- a) receives the report; and
- b) notes the draft Central City Safety Plan will be brought to the Community and Services Committee by 28 February 2018.

**The meeting adjourned 10.55 to 11.10am.**

**9. Matariki Interactive Waka Project**

Strategic Advisor Arts and Community introduced the report and project artist, Joe Citizen, noting that the report was seeking approval of the concept design. Staff responded to questions from Committee Members concerning future budget requirements for maintenance of the art piece.

**Resolved:** (Crs Southgate/Casson)

That the Community and Services Committee:

- a) receives the report; and
- b) approves Wintec's Matariki Interactive Waka Project concept design at Stage Two of the Public Art Development Process.

**10. Clarence Street Theatre Trust - 2016/17 Annual Report**

The General Manager of Venues, Tourism and Major Events introduced the report. Staff responded to questions from Elected Members concerning the original deed of gift terms, including hiring out areas of the building to Community Groups.

**Resolved:** (Mayor King/Cr Southgate)

That the Community and Services Committee:

- a) receives the report;
- b) approves the revocation period in the Deed of Gift be extended by 18 months to 31 December 2019; and
- c) approves the payment of up to \$150,000 plus GST to Clarence Street Theatre Trust to undertake earthquake strengthening of the Clarence Street Theatre. All works must be completed by 31 December 2018 and this payment will only be made once documentation (including code of compliance, accounts and invoicing specific to earthquake strengthening less other money given to the trust for this purpose) to be provided to support that the necessary work has been completed to bring the entire theatre up to 34% of National Building Standards.

**11. Flagstaff North Playgrounds Proposal**

The Acting Unit Manager Parks and Open Spaces introduced the report, noting that staff were seeking approval to apportion budget between two playgrounds in Flagstaff North. In response to questions from Committee Members, it was noted that the apportioning of budget was influenced by the space available at each location and that the design of the playgrounds were in accordance with the Playgrounds of the Future Plan.

**Motion:** (Crs Taylor/Macpherson)

That the Community and Services Committee:

- a) approves apportioning of budget allocated in Year 3 of the 2015-25 10 Year Plan to a total value of \$500,000 for playgrounds in North East Hamilton; and
- b) requests staff bring back a revised proposal for neighbourhood playgrounds at Te Huia Reserve, Hare Puke Park and other parts of Flagstaff and Rototuna and other parts of North East Hamilton consistent with \$500k of Council funding to the next meeting of the

Community and Services Committee 19 SEPTEMBER 2017 - OPEN

Community and Services Committee; and

- c) that Council reviews the programme of work for the Playgrounds of the Future Plan as part of the 10 year plan process.

**Amendment:** (Crs O'Leary/Southgate)

That the Community and Services Committee approves apportioning of budget allocated in Year 3 of the 2015-25 10 Year Plan between two playgrounds at Hare Puke Park and Te Huia Reserve and accepts the concept plans for these playgrounds.

**The Amendment was put.**

**Those for the Amendment:** Councillors Casson, Henry, O'Leary, Southgate and Tooman.

**Those against the Amendment:** Mayor King, Councillors Gallagher, Mallett, Macpherson and Taylor.

**The Amendment was declared equal.**

**The Chairperson exercised their casting vote and the Amendment was declared carried.**

**The Amendment was then put as the Substantive Motion.**

**Those for the Amendment as the Substantive Motion.** Councillors Casson, Henry, O'Leary, Macpherson, Southgate and Tooman.

**Those against the Amendment as the Substantive Motion:** Mayor King, Councillors Gallagher, Mallett and Taylor.

**Resolved:** (Crs O'Leary/Southgate)

That the Community and Services Committee approves apportioning of budget allocated in Year 3 of the 2015-25 10 Year Plan between two playgrounds at Hare Puke Park and Te Huia Reserve and accept the concept plans for these playgrounds.

**The meeting was declared closed at 1.00pm.**

# Council Report

**Committee:** Community and Services Committee  
**Date:** 31 October 2017

**Author:** Amy Viggers  
**Authoriser:**

**Position:** Committee Advisor  
**Position:**

**Report Name:** Chair's Report - 31 October 2017

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

1. That the Community and Services Committee receives the report.

## Attachments

Attachment 1 - Chair's report - 31 October 2017 .



# Chair's Report

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I would like to put on record a vote of thanks to all of the staff who worked so hard to enable progress to be made around the Waterworld and Central Library worksteams.

At the last meeting we moved to delay some decisions around community leases into the New Year when the policy would also be reviewed. This was to ensure we had a comprehensive understanding of current situation and the needs of our community sector. It has come to my attention since then this might have implications for the wider funding applications of some groups. I have asked staff to provide a brief verbal comment on any matters that may substantially disadvantage any stakeholders.

It was a pleasure to attend an event hosted by NZ Red Cross and the HSC (Hamilton Settlement Centre) in which migrants (now residents in NZ) received a restored bicycle, safety gear and locks. The joy of receiving these and the freedom it brings was lovely to see. These small projects that Council can help facilitate and, support, in small ways really do deliver benefits.

Councillors' attendance at the Citizenship ceremonies is very much appreciated by our new arrivals and those who are supporting them. There are a number of Diwali events around this time. Please check the newsletter sent out by Jovi to see what is on. The more of us that go the merrier!

The Peak Rototuna Rec centre (I am trustee on our behalf) is operating very well, (with a few expected small teething issues that are being ironed out) and attracted a range of users from a number of codes. New enquires are coming in and the Trust is now focused on increasing the community use percentage. It is expected that some clubs and users will come over to the new facility in the New Year. Councillors may be aware of potential users and the Centre Manager, Liz Cann, would be happy to provide them an introduction to and tour of what is available.

Upcoming focuses of the C&S Committee are; understanding opportunities for the Zoo Master Plan (including Lake Waiwhakareke), the review of the grants system (to ensure we deliver the best value) and low cost community led initiatives such as community gardens (an opportunity Councillor Bunting is working on). Staff members have also worked with us on ideas to gather the residual community funding for the playground in North Hamilton. Note that Council, in light of recent decisions around destination playgrounds, needs to have further discussion around playground development in both older and newer areas of the City. My personal view is that we need to consider equity, need and the ability to gather community partnership and funding.

Many of the above topics will be considered in the LTP discussions in part. But I invite councillors to share their views with myself and Deputy Bunting to give focus to discussions.

Paula Southgate  
Chair of Community and Services Committee

# Council Report

Item 7

**Committee:** Community and Services Committee  
**Date:** 31 October 2017  
**Author:** Lance Vervoort  
**Authoriser:** Lance Vervoort  
**Position:** General Manager Community  
**Position:** General Manager Community  
**Report Name:** General Managers Report

<b>Report Status</b>	<i>Open</i>
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## Purpose

1. To seek approval to defer the Sport of Bowls report to 2018.
2. To inform the Committee on the progress made with the Aquatics and Te Rapa Sportsdrome RFP.
3. To inform the Committee of the Waikato District Council Library Services Contracts Review.

## Staff Recommendation

4. 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.

## Executive Summary

### Sport of Bowls

5. At the 27 June 2017 Community and Services Committee meeting it was resolved “that staff report back to Community and Services Committee Meeting within 6 months on the future of bowling clubs and their strategic locations around the city.
6. Due to 10 year plan priorities, staff recommend that this matter be deferred to a briefing in early 2018 and come to the Committee at a later date depending on the discussion at the briefing.

### Aquatics and Sportsdrome RFP

7. At the 9 March 2017 Council meeting an update was to be provided to the Committee on the business case to contract out Aquatic Services and Te Rapa Sportsdrome.
8. SGL Group Limited were appointed to assist staff to document current service levels and manage the Request for Proposal (RFP) process.

9. The RFP opened on 8 September 2017 and closed 15 September 2017. Three proposals have been received to manage Aquatic Services and two proposals have been received to manage Te Rapa Sportsdrome.
10. Applicants have been evaluated against evaluation criteria defined in the RFP documentation and were shortlisted and interviewed on 12 October 2017. The business case will be finalised and a staff recommendation will be brought to the 16 November 2017 Council meeting for consideration.

**Waikato District Council Library Services Contracts Review.**

11. Waikato District Council is currently reviewing its Library services contracts with Hamilton City and Waipia District Councils. Through this agreement WDC pays Council \$300,000 per year, which enables their residents to access our Library services. The total membership of Hamilton Libraries is 78,800. There are currently 8,600 WDC residents who are members of our libraries, an average of 4,900 of these are active in any given month . The total number of items issued from our libraries was 1,285,000. Last year WDC borrowers issued approx. 152,000 items from our print and digital collections.
12. As part of this review WDC are consulting on four options: Keeping the status quo, cancelling the agreements, introducing a mobile library service and e-book collection, or working with communities to get new ideas.
  - **Option 1:**  
Status Quo, continue negotiating reciprocal agreements (cost: maximum of \$313,000 every year) Waikato District Council would continue to pay HCC and Waipia District Council so that residents could access libraries in these neighbouring districts. This option would include a commitment to making sure WDC has contracts in place with the right councils, reflecting the right services.
  - **Option 2:**  
Cancel the agreements (cost: there would be operational savings, these would not be allocated to library services) This option means that WDC residents would not Council to continue investing in alternative library services outside of the Waikato District. The existing arrangements with Hamilton and Waipia would be cancelled and those customers who want to access those libraries would have to do so at their own cost. Currently this is \$80 per year for Hamilton Libraries and \$66.50 for Waipia libraries.
  - **Option 3:**  
Cancel the agreements and introduce a Mobile library and e-Book collection (cost: \$244,890 in the first year, \$94,890 every year after) WDC reinvest funds from the cancelled agreements in library services. They would do this by introducing an e-Book collection available throughout the district. They would also provide a mobile library service that would have scheduled days in communities without a library facility, and at events, to meet customer needs. This option is one that WDC Library staff have proposed based on feedback given to them by customers over the years. They see this as a way to make more library and WDC services available to more communities.
  - **Option 4:**  
Cancel the agreements and work with communities to get new ideas (Cost: unknown but they would only use the budget from the existing commitment, maximum of \$313,000). They would reinvest funds from the cancelled agreements in library services. They would do this by working with those communities who do not have easy access to a Waikato District Library; collect ideas and collaborate with those customers so that we deliver the right solution for both library and WDC services.

13. This consultation is currently open and will close 3 November 2017. The Waikato District Council will consider the submissions and make a decision about the future of these contracts at their November meeting. It is proposed that HCC makes a submission on this proposal.

### **Attachments**

There are no attachments for this report.

# Council Report

**Committee:** Community and Services Committee  
**Date:** 31 October 2017

**Author:** Fraser McNutt  
**Authoriser:** Kelvyn Eglinton

**Position:** Acting Unit Manager Planning Guidance  
**Position:** General Manager City Growth

**Report Name:** Road Naming - Dame Hilda Ross Place

<b>Report Status</b>	<i>Open</i>
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## Purpose

- To seek a decision from the Community and Services Committee on a request under the Naming of Roads, Open Spaces and Council Facilities Policy to change part of Ward St (east) from Victoria Street through to Centre Place Mall to Dame Hilda Ross Way.

## Staff Recommendation

- That the Community and Services Committee:
  - receives the report; and
  - declines the application to change part of Ward Street (east) from Victoria Street through to Centre Place Mall to Dame Hilda Ross Way.

## Executive Summary

- Council's Planning Guidance Unit has received a formal application from the Theatre of the Impossible Trust (TOTI) seeking to change a section of public road Ward Street (east) - from Victoria Street to Centre Place Mall to Dame Hilda Ross Way.
- The applicant has provided letters of support from the Ross extended family, past and present Members of Parliament, Te Haa o Te Whenua o Kirikiriroa, a previous Councillor and former President of the Hamilton Operatic Society, Meteor Theatre, New Zealand History Federation Inc, Hamilton Returned and Services Association, Hamilton Central Business Association, Starbucks Hamilton and the owners of the Tower Building in Ward St and Waitomo House (ex-Deka building in Garden Place).

5. In accordance with Council's Naming of Roads, Open Spaces and Council Facilities Policy the application was notified to all owners and occupiers in the road of the proposed road name change. Seven submissions were received. Six opposing the change and one in support. To summarise, those who registered their opposition to the proposal considered there was no reason to change the name that would incur a cost to change their business identity, add confusion to an already struggling area of the City, and that Ward Street already holds a significant part of Hamilton's history and has a strong commercial reputation and sought after address. It was considered, in the submitters' view that naming a public place (e.g. Plaza) or a building is more appropriate as a memorial, rather than re-naming a street with an unwieldy, long name for business and residential identity.
6. The proposed road name change whilst meeting many aspects of the Naming of Roads, Open Spaces and Council Facilities Policy does not meet the policy preference of being **preferably short and generally not longer than 12 characters, or being a single word, or meeting the correct road type.**
7. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matters in this report have a medium level of significance.

## Background

8. Dame Hilda Ross (1883-1959) was a pioneering political figure, a strong and outstanding woman with a life-time of life changing community and public service – in the arts, health and social services, and community affairs, at the local, national and global levels.
9. Dame Hilda Ross was elected to the Waikato Hospital Board in 1941 and the Hamilton Borough Council on 1944 (the first female councillor), where she was appointed Deputy Mayor. She was elected to parliament in the 1945 Hamilton electorate by-election, holding ministerial posts in the First National Government including Minister of Social Security, Minister of Welfare of Woman and Children and Minister of Child Welfare. Thousands publicly mourned her death in 1959.
10. On 4 April 2017 a staff report was provided to Council's Community and Services Committee informing the Committee about the TOTI Charitable Trust road naming proposal and to seek Council's preference for road renaming in commemoration of Dame Hilda Ross.
11. TOTI is a charitable trust focussed on commemorating Hamilton's history. An example of their work includes the bronze statue of Sapper Horace Moore-jones (The Line of Fire by Matt Gaudie) and the renaming of Marlborough Place to Sapper Moore-Jones Place in December 2012.
12. Four options were suggested for the Committee by the Trust. Council staff also identified two further options for the Committee to consider – naming the public space on the corner of Ward Street and Worley Place as Dame Hilda Ross Plaza, and retaining the status quo (no change). Staff recommended that:
  - a) Council confirms its preference for a road naming proposal to rename the east section of Ward Street (between Victoria Street and Worley Place) as Dame Hilda Ross Way, and that the proposed location of the Dame Hilda Ross Commemorative artwork is named Dame Hilda Ross Plaza.
  - b) Notes that TOTI will be advised that this preference does not commit the Council to approving the Road and Open Space Naming/Renaming application once received.

13. The Community and Services Committee open minutes for 4 April 2017 (Pg. 5 ) records that the Community and Services Committee:
- *Confirms that Council's preference for a road naming proposal is the renaming of the east section of Ward Street (between Victoria Street and Worley Place) as Dame Hilda Ross Way, and that the proposed location of the Dame Hilda Ross commemorative artwork is named Dame Hilda Ross Plaza:*
  - *Notes that TOTI will be advised that this preference does not commit the Council to approving the Road and Open Space Naming/Renaming application once received; and*
  - *Notes that when Council considers an application from TOTI for a street name change, to commemorate Dame Hilda Ross, that this only be approved if the following conditions are met:*
    - (i) *TOTI have committed to completing the Dame Hilda Ross statue project in full; and*
14. *The street name change occurs at the time the statue is installed and unveiled.*

### Discussion

15. TOTI advises that the loss of Waikato Hospital's Dame Hilda Ross Centre and current doubt over the future of Founders Theatre's Dame Hilda Memorial Fountain leaves only the Hilda Ross Retirement housing village carrying her name in her home city.
16. Ross Crescent in Fairfield Hamilton is also named after Hilda Ross.
17. The dissection of Ward Street by the Centre Place Mall redevelopment in 2013 and the 2011 'shared space' development between Garden Place and Civic Square provide new and fitting opportunities to reintroduce Dame Hilda publicly, along with the landmark commemorative statue proposed at the 'Starbucks' Corner opposite Centre Place Mall at the Ward St /Worley Place intersections. This statue was approved by Council's Operations and Activity Performance Committee (Agenda Pg. 5/ Minutes Pg. 6 in September 2013).
18. The balance of Ward Street west of the Centre Place Mall plaza through Anglesea Street up to the Seddon Road corner will remain as it is currently known i.e., Ward Street.

### Policy

19. In September 2016, Council's Naming of Roads, Open Spaces and Council Facilities Policy was adopted. Copy attached (Attachment 1).
20. The purpose of this policy is to provide a process for naming roads, open spaces and Council facilities in Hamilton City. The policy also applies to the naming (and renaming) of roads (including private roads and private ways), open spaces and Council facilities.
21. Section 16 of this policy states that Council will consider and determine road renaming applications originated due to the following:
- a) Where 90 percent of the property owners on the road are in agreement to the change.
  - b) For issues of cultural sensitivity.
  - c) Where there is a demonstrated community desire.
  - d) By an elected member.
22. In this instance, there is a demonstrated community desire for part of the road to be renamed and thus under section 17 of the policy the following process applies. Responses provided in italics.

23. In this instance, there is a demonstrated community desire for part of the road to be renamed and thus under section 17 of the policy the following process applies. Responses provided in italics.
- a) The applicant completes the application form for Road Open space naming/renaming. *Application received 18 May 2017.*
  - b) The Planning Guidance Unit will notify all owners and occupiers in the road of the proposed name change. *Notification provided by way of letter dated 9 June 2017 (Attachment 2).*
  - c) Submissions on the proposed name change are to be made to the Planning Guidance Unit within twenty (20) working days of notification. *Submissions closed on Friday 7 July 2017. One submission in support of the change was received and six submissions opposing the change were received. (See attached spreadsheet).*
  - d) The Planning Guidance Unit will prepare a report for Council outlining the request, the rationale for the change, the response from affected owners/occupiers on the road and a recommendation to Council. *This report to Council is prepared in response.*
24. Section 17 of the policy continues by stating:
- a) Council will consider and determine the recommendation in regard to the change of name.
  - b) The Planning Guidance Unit will notify all owners and occupiers in the road of the decision and if applicable, the new name.
25. Section 18 of the policy states “the costs associated with a change must be met in full by the applicant(s) except where the name change is initiated by Council resolution.”
26. The Policy provides the following criteria for all road names: Section 9a) to j) of the policy refers. Policy criteria status is provided in Italics for this proposed road naming.
- a) Not be duplicated in Hamilton or in the Waipa or Waikato Districts.  
*Consistent with the Policy.*
  - b) Preferably be short (generally not longer than 12 characters). The proposed name “Dame Hilda Ross” is 13 characters.  
***It does not meet the policy preference.***
  - c) Be single words to avoid cartographic problems.  
*The proposed name “Dame Hilda Ross” is made up of three words.  
***It does not meet the policy.****
  - d) Be easy to spell and pronounce.  
*Consistent with the Policy.*
  - e) Not sound similar, or be similar in spelling, to an existing road name.  
*Consistent with the Policy.*
  - f) Not include a preposition, e.g. Avenue of the Allies.  
*Consistent with the Policy.*

- g) Not be abbreviated or contain an abbreviation excepting that “St” can be used for “Saint” and “Mt” can be used for “mount”.

*Consistent with the Policy.*

- h) Not be in poor taste or likely to cause offense.

*Consistent with the Policy.*

- i) Not lead with ‘The’.

*Consistent with the Policy.*

- j) Road types must comply with Schedule 1. Schedule 1 of the Policy describes ‘Way’ being a short, enclosed roadway (reserved exclusively for non-public roads). The section of Ward Street proposed to be renamed is a two-way street accessible from both Victoria Street and Worley Place.

***It is not considered to be an enclosed roadway or a non-public road. It therefore does not meet the policy.***

27. The letters of support in conjunction with the application provided by TOTI facilitated consideration of the application as per clause 16 of Council’s policy.
28. The recommendation put forward by staff is reached as a result of submissions received and an application that is not entirely consistent with the policy preference of being **preferably short and generally not longer than 12 characters, or being a single word, or meeting the correct road type.**

#### **Further consultation taken by Staff**

29. At the request of the General Manager of Community, staff undertook further consultation with the Owners and Occupiers who did not submit during the submission period. A further five responses were received. The results of the further consultation corresponded with the official submissions received, with concerns expressed over perceived confusion, cost to implement change and the desire to honour history. The findings are consistent with the recommendation put forward by staff. **It is important to note that the *further consultation undertaken was not part of the official submissions received.***

#### **Options**

30. It is acknowledged that the applicant has not proposed an alternative in terms of renaming a central city road; however staff consider that there is potentially one other reasonable and viable option for the Council to consider in this instance.
31. Through discussions with City Transportation staff it has been confirmed that should it be Council’s view, a way finding sign could be erected, indicating a Public Plaza in memory of Dame Hilda Ross. This would both commemorate Dame Hilda Ross and further identify the proposed statue/plaza within multiple City Centre locations. Furthermore this is consistent with the original Council resolution to name the proposed *Dame Hilda Ross commemorative artwork as named Dame Hilda Ross Plaza.*

#### **Financial Considerations**

32. Section 18 of the Policy states “the costs associated with a change must be met in full by the applicant(s) except where the name change is initiated by Council resolution.” The change is not initiated by Council resolution.

### **Legal and Policy Considerations**

33. Staff confirm that the recommendation is consistent with the Council's legal and policy requirements.

### **Cultural Considerations**

34. The proposed road name change was presented to Te Haa O Te Whenua O Kirikiriroa at a Hui last year by TOTI colleagues. Te Haa O Te Whenua O Kirikiriroa has provided a letter of support for the proposed road name change.

### **Sustainability Considerations**

35. There are no known sustainability considerations that relate to this matter that require consideration.

### **Risks**

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

## **Significance & Engagement Policy**

### **Significance**

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

### **Engagement**

38. Given the medium level of significance determined, the engagement level is medium. As discussed previously staff undertook further engagement at the request of the GM of Community. No further engagement is required.
39. Community views and preferences are already known to the Council through the application and submission process.
40. In accordance with the policy the application was notified to all owners and occupiers in the road of the proposed road name change on 9 June 2017.

## **Attachments**

Attachment 1 - Naming of Roads, Open Spaces and Council Facilities Policy

Attachment 2 - Hamilton City Council letter to Occupiers - road renaming proposal - June 2017

Attachment 3 - Summary of submission to road renaming proposal

Attachment 4 - Synopsis of submissions to road renaming proposal

Attachment 5 - Submissions to road renaming proposal

Attachment 6 - Application for road renaming .

First adopted:	24 May 2012
Revision dates/version:	3 (29 September 2016)
Next review date:	September 2019
Engagement required:	No SCP
Document Number	D-2199895
Associated documents:	Approval of New Road Names Standard Operating Procedure (PGU SOP 6-01)
Sponsor/Group:	General Manager City Growth

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

### Purpose and scope

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

### Definitions

Definition	Detail
Applicant	An individual or entity which is making an application. This may include Council, a consent holder or the party developing the infrastructure including but not limited to a Developer.
Area	One kilometre radius from the centre of a road, open space or Council facility.
Council	Hamilton City Council.
Council facility	A facility that is provided for public amenities including artistic, social or cultural facilities. Such facilities may include but are not limited to community halls, civic spaces and centres as well as major sport, recreation and entertainment facilities.
Culturally significant	Ancestral land, water, waahi tapu, valued flora and fauna, and other taonga significant to Tangata Whenua.
Name	The word or name used to identify a road, open space or Council facility. Name excludes the road type (see definition: road types).
Open space	Includes all parks and reserves administered by Council.
Park	Land owned by Council with a primary recreation function, not held under the Reserves Act 1977.
Private roads and private ways	Roads and accessways as defined under section 315(1) of the Local Government Act 1974 and includes right-of-ways, common access lots, retirement village roads. Also included is common property within a Unit Development as defined under section 5 of the Unit Titles Act 2010.
Reserve	As defined under s 2 of the Reserves Act 1977.
Road	Road as defined in section 315 of the Local Government Act 1974, and includes access ways and service lanes as defined in section 315, any square and any public place intended for the use of the public generally.
Road types	Road types in accordance with The Australian/New Zealand Standard on Rural and urban addressing AS/NZS 4819:2011 (outlined in Schedule 1 below).

### Principles

3. Council has a role in ensuring that the city's history, local identity and local culture is recognised and maintained.

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

### General Procedure

5. An application to name or rename a road, open space or Council facility must include evidence that the name(s) reflect one or more of the following:
  - a. The identity of Hamilton and/or local identity.
  - b. The historical significance of particular locations.
  - c. The cultural significance of the area to Tangata Whenua.
  - d. People important in the history of an area.
  - e. Events, people and places significant to a community or communities locally, nationally or internationally.
  - f. Flora and Fauna significant or important to the history of an area.
6. Prior to making an application, applicants are to consult Council staff to provide guidance as to the appropriate Tangata Whenua of an area. Applicants are to provide each Tangata Whenua group with at least 10 working days to identify if the area has cultural significance and provide feedback to the applicant. The purpose of the feedback is to provide non-binding advice to the applicant as to how culturally significant an area is to Tangata Whenua. The applicant must provide evidence that they have given Tangata Whenua an opportunity to provide feedback in accordance with this section.
7. Section 6 does not apply to private roads.
8. Where there is a theme or grouping of names in an area, names submitted could have an appropriate association with other names in the area.

### Public and Private Roads

#### Criteria for all road names

9. Any proposed road names should also meet the following criteria:
  - a. Not be duplicated in Hamilton or in the Waipa or Waikato Districts.
  - b. Preferably be short (generally not longer than 12 characters).
  - c. Be single words to avoid cartographic problems.
  - d. Be easy to spell and pronounce.
  - e. Not sound similar, or be similar in spelling, to an existing road name.
  - f. Not include a preposition, e.g. Avenue of the Allies.
  - g. Not be abbreviated or contain an abbreviation excepting that “St” can be used for “saint” and ‘Mt’ can be used for “mount”.
  - h. Not be in poor taste or likely to cause offense.
  - i. Not lead with ‘The’.
  - j. Road types must comply with Schedule 1.

#### Naming of new public and private roads

10. The applicant must make an application to the Planning Guidance Unit by completing the application form for Road and Open Space Naming/Renaming. Up to two names can be proposed by the applicant.
11. Council’s Planning Guidance Manager is empowered to consider and determine all new road name applications.
12. At the Planning Guidance Manager’s discretion, applications may be referred to Council.

13. Council's Planning Guidance Unit will maintain an archive of the new road names and the reasons for selection of such names.

#### Renaming existing public and private roads

14. Council's Planning Guidance Manager will consider and determine road renaming applications originated due to the following:
- To avoid confusion, duplication or ambiguity caused by the existing road name.
  - To avoid confusion and duplication of addresses associated with road name.
  - Following a change in layout.
  - To address a spelling correction.
  - To address geographical corrections.
  - Where Council is requested to do so by emergency services.
  - Where an infrastructure change necessitates the renaming of part of a road, e.g. an existing road is severed by a new road.
15. For applications initiated under section 14, the following process applies:
- The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.
  - The Planning Guidance Unit Manager will consider and determine the application.
  - The Planning Guidance Unit will notify all owners and occupiers on the road of the decision and if applicable, the new name.
16. Council will consider and determine road renaming applications originated due to the following:
- Where 90 percent of the property owners on the road are in agreement to the change.
  - For issues of cultural sensitivity.
  - Where there is a demonstrated community desire.
  - By an elected member.
17. For applications initiated under section 16, the following process applies:
- The applicant completes the application form for Road Open Space Naming/Renaming which is submitted to the Planning Guidance Unit.
  - The Planning Guidance Unit will notify all owners and occupiers in the road of the proposed name change.
  - Submissions on the proposed name change can be made to the Planning Guidance Unit within twenty (20) working days of notification.
  - The Planning Guidance Unit will prepare a report for Council outlining the request, the rationale for the change, the response from affected owners/occupiers on the road and a recommendation to Council.
  - Council will consider and determine the recommendation in regard to the change of name.
  - The Planning Guidance Unit will notify all owners and occupiers in the road of the decision and if applicable, the new name.
18. The costs associated with a change must be met in full by the applicant(s) except where the name change is initiated by Council Resolution.

#### Open spaces

19. Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit by completing the Application Form for Road and Open Space Naming/Renaming.
20. Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.

21. Reserves must be named or renamed by resolution of Council and in accordance with the Reserves Act 1977.
22. Council's Park and Open Spaces Unit Manager will consider the application, prepare a report outlining the request and make a recommendation to Council.
23. If Council resolves to change the name, the Parks and Open Spaces Unit will implement the changes to signage and maps.

#### **Council facilities**

24. The Council Unit responsible for the Council facility will propose names for the Council facility to the Chief Executive.
25. The Chief Executive will consider the proposed names, prepare a report outlining the request and make a recommendation to Council.

#### **Naming rights and sponsorship**

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

#### **Monitoring and implementation**

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

#### **References**

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

## SCHEDULE 1 – AS/NZS 4819 – TYPES OF ROADS

Road type	Abbreviation	Description	Open ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually narrow roadway in a city or towns.	√	√	
Arcade	Arc	Passage having an arched roof or covered walkway with shops along the sides.			√
Avenue	Ave	Broad roadway, usually planted on each side with trees.	√		
Boulevard	Blvd	Wide roadway, well paved, usually ornamented with trees and grass plots.	√		
Circle	Cir	Roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	√	√	
Close	Cl	Short enclosed roadway.		√	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		√	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	√		
Drive	Dr	Wide roadway without many cross-streets.	√		
Glade	Gld	Roadway usually in a valley of trees.	√	√	
Green	Grn	Roadway often leading to a grassed public recreation area.		√	
Grove	Grv	Roadway that features a group of trees standing together.		√	
Highway	Hwy	Main thoroughfare between major destinations.	√		
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway. (reserved exclusively for non-public roads)	√	√	√
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	√		
Mall	Mall	Wide walkway, usually with shops along the sides	√		
Mews	Mews	Roadway having houses grouped around the end.		√	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	√		
Place	Pl	Short, sometimes narrow, enclosed roadway.		√	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			√
Quay	Qy	Roadway alongside or projecting into the water.	√	√	
Rise	Rise	Roadway going to a higher place or	√	√	

Page 5 of 6

		position.			
<b>Road</b>	Rd	Open roadway primarily for vehicles.	√		
<b>Square</b>	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	√	√	
<b>Steps</b>	Stps	Walkway consisting mainly of steps.			√
<b>Street</b>	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	√		
<b>Terrace</b>	Tce	Roadway on a hilly area that is mainly flat.	√	√	
<b>Track</b>	Trk	Walkway in natural setting.			√
<b>View</b>		A road with a view	√	√	
<b>Walk</b>	Walk	Thoroughfare for pedestrians.			√
<b>Way</b>	Way	Short enclosed roadway. (reserved exclusively for non-public roads)		√	√
<b>Wharf</b>	Whrf	A roadway on a wharf or pier.	√	√	√



Private Bag 3010  
Hamilton 3240  
New Zealand

TEL 07 838 6699  
FAX 07 838 6599  
EMAIL [info@hcc.govt.nz](mailto:info@hcc.govt.nz)  
[hamilton.govt.nz](http://hamilton.govt.nz)

9<sup>th</sup> June 2017

The Occupier

Dear Sir/Madam

**Proposed road renaming – Ward Street (East Section) to Dame Hilda Ross Way**

I am writing to advise that an application from TOTI Charitable Trust has been received proposing a road renaming of the east section of Ward Street between Victoria Street and Worley Place to Dame Hilda Ross Way in commemoration.

Hamilton City Council's Naming of Roads, Open Spaces and Council Facilities Policy requires the Planning Guidance Unit to notify all owners and occupiers in the road of the proposed road name change.

Attached to this letter is a copy of the application, letters of support and a submission form if you wish to advise on what decision you wish Council to make.

Submissions on the proposed road name change can be made to the Planning Guidance Unit, [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz), within twenty (20) working days of this notification. Submissions will close Friday, 7<sup>th</sup> July 2017.

Yours faithfully

**Jenny Ryks**  
Subdivision Officer/City Growth

Council Building  
Garden Place, Hamilton  
Phone 07 838 6411  
Email [jenny.ryks@hcc.govt.nz](mailto:jenny.ryks@hcc.govt.nz)

File 012.00001436.001



#### Response from affected owners/occupiers on the road

##### Support

During the submission period one submission was received in support to the proposal. Their comments are as follows:

1. Hamilton Starbucks Team – Received 14 June 2017  
*“Just a confirming email that we are supporting the name change. See also our supporting letter included in the application.”*

##### Opposed

During the submission period six submissions were received in opposition to the proposal. Their comments are as follows:

1. Flight Centre – [REDACTED] – Received 12 June 2017  
*“We oppose this change, as from a business point of view it has very extreme ramifications on our business, our customers and our future in Hamilton CBD.  
 “We have had our business located on this street for over 10 years. Everything we have is based on this street name. Changing the name could cost us millions per year of sales – let alone a logistical nightmare. Leave the name the same.”*
2. V S Dromgool - [REDACTED] Received 12 June 2017  
*“Small business owners in Ward St have struggled for years due to Council continually changing road layout i.e. Victoria & Ward Sts. This has helped drive people out of the City. Now to confuse the issue even more an iconic name that is nearly as old as the City is going to be changed for the sake of change. Ward St has a history for thousands of Hamiltonians with associations to Pollock & Milne, G E Clarke & Sons to name just a couple.  
 To leave Ward Streets name as it is.”*
3. E Lewis, R J Burns & Other – Received 14 June 2017  
*“Leave as is. – too long a name – will oppose this further if Council plows ahead – Ward St is well known & this is not good for business.  
 It’s hard enough now!”*
4. D & C Robinson - Received 23 June 2017  
**Detailed submission attached.** Details include reference to Sir Joseph Ward, a former New Zealand Prime Minister. Ward Street is significant in the history of Hamilton. Ward Street, by name, has a strong commercial reputation and is a sought-after address. “Dame Hilda Ross Way” or “Dame Hilda Ross Place” is too long for a street name. Supportive of a statue and naming of the small meeting area at the corner of Ward Street and Worley Place seem sufficient memorials of Dame Hilda Ross.....”
5. Everest Property Investments (Waikato) Ltd – Received 28 June 2017  
*“I think it is a STUPID IDEA & NAME. How long has street been named WARD STREET?  
 Over 100 years? Who’s going to pay for current bizs who have been in street for decades – their marketing, websites. What’s next? Are we going to change all our street names?”*

*Don't change it. I understand your building a statue of her. Surely that's enough??? I really wonder if she was alive if she would even agree with this request."*

6. C Taylor – Received 4 July 2017

*"I feel compelled to oppose this application. Can she not just have a statue in a park or city square? To decline the application in support of keeping the road named 'Ward Street'.*

Staff recommend that no further engagement on this matter is required unless the applicant recommends a new road name, in which case the process would begin again in accordance with the Policy.

**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

OFFICE USE ONLY

File No: \_\_\_\_\_

Submission No: \_\_\_\_\_

**Submitter's Details**

Full name:

Address:

Name of agent:   
*(if any)*

Address for service:   
*(if different from above)*

Work Phone:  Mobile:

Home Phone:  Fax:

Email:

**Submission Details**

I/we  support  oppose  
*(tick one)*

on the application made by (name of applicant):

to (describe the proposal):

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

**Send**

Email this form and supporting documents to [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz), or drop into the duty planner at the ground floor at Municipal Building, Garden Place between 8am-4.45pm Monday to Friday.

**or post to:**

**Planning Guidance Manager**  
Planning Guidance Unit  
Hamilton City Council  
Private Bag 3010  
Hamilton 3240

**Planning Guidance**

Hamilton City Council  
Phone: 07 838 6699

**Questions?**

For general planning guidance enquiries, contact the duty planner weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

1. The particular parts of the application I support/oppose (delete one) are:

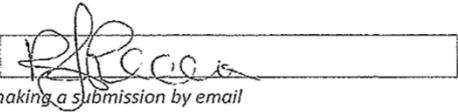
changing the existing name.

2. The reasons for my submission are:

We have had our business located on this street for over 10 years - everything we have is based on this street name, changing the name could cost us millions per year of sales - let alone a logistical nightmare.

3. The decision I wish the Council to make is:

- Leave the name the same.

Signature of submitter: 

Date: 11.6.2017

Signature is not required if you are making a submission by email

• The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.

Planning Guidance  
Hamilton City Council  
Phone: 07 838 6699

Questions?  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am - 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

[Redacted]

**From:** Planning Guidance Customer Enquiry  
**Sent:** Monday, 12 June 2017 10:02  
**To:** [Redacted]  
**Subject:** FW: Ward Street name change proposal  
**Attachments:** Council form2.pdf; Council form1.pdf

**From:** [Redacted]  
**Sent:** Sunday, 11 June 2017 11:40 AM  
**To:** Planning Guidance Customer Enquiry  
**Subject:** Ward Street name change proposal

Hi all,

See attached forms in relation to the Ward Street name change. We oppose this change, as from a business point of view it has very extreme ramifications on our business, our customers and our future in Hamilton CBD.

See attached forms.

**RICHARD BREWER**



**FLIGHT CENTRE**

Please call me: Richie or Rich  
Years in the industry: 6  
Countries visited: 20  
Favourite city: Las Vegas  
Next trip: Hawaii

Owner	Address 1	Address 2	Address 3	Property Address
Six High Street Ltd				19 Ward Street 56, 58, 60, 64 and 70 Ward Street
Tainui Corporation Ltd				1, 3 and 5 Ward Street
Beggs Wiseman Limited Partnership				36, 38 and 40 Ward Street
BA Holdings (NZ) Ltd				25 and 29 Ward Street
Everest Property Investments Ltd				42 Ward Street - Tower Block
Christopher James Reeve				42 Ward Street
Kiwi Property Holdings Ltd				2,4,6,10,12,16,24 & 26 Ward Street
Tainui Corporation Ltd				
<b>Quest on Ward</b>				
Ian Darnell & Helen Margaret Nolan				47 Ward Street
Martin Property Investments Ltd				35 Ward Street
Addsn Group Ltd				37 Ward Street
Evan Elwyn Lewis & Reuben John Sunny Bay Trading Ltd				43 Ward Street
R & J Bevan				33 Ward Street
Jas Tay Ltd				1A/41 Ward Street
Brentwood Hotel Ltd				1B/41 Ward Street
Nightshade Company Ltd				1C,1D,1F,1G,1H,1K,2B,2D,2E,2G,2H,3A,3D,3E/41 Ward Street
MD & K Ltd				1E/41 Ward Street
Heymish Ltd				1/41 Ward Street
Mountain High Investments Ltd				1J/41 Ward Street
P J Clemens				1J/41 Ward Street
Lee Monna 2007 Ltd				2A/41 Ward Street
New Image Investments Ltd				2C/41 Ward Street
Leonidas Investments Ltd				2F/41 Ward Street
Mulqueen Investments Ltd				2/41 Ward Street
Mahan Commercial Properties Ltd				3B/41 Ward Street
Paul Leonard McSheffrey				3C/41 Ward Street
Potenza Investments Ltd				3F/41 Ward Street
Shivall Investments Ltd				3G/41 Ward Street
Stanley Lowe				3H/41 Ward Street
David Bruce Lugton & Lugton's Ltd				3I/41 Ward Street
				69 and 71 Ward Street
				73 Ward Street

**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

OFFICE USE ONLY

File No: \_\_\_\_\_

Submission No: \_\_\_\_\_

**Submitter's Details**

Full name:

Doug and Colleen Robinson

Address:

[Redacted]

Name of agent:  
*(if any)*

[Redacted]

Address for service:  
*(if different from above)*

[Redacted]

Work Phone:

[Redacted]

Mobile:

[Redacted]

Home Phone:

07 829 0150

Fax:

[Redacted]

Email:

[Redacted]

**Submission Details**

I/we  support  oppose  
*(tick one)*

on the application made by (name of applicant):

TOTI Trust

to (describe the proposal):

Road re-naming: Ward Street (East) to Dame Hilda Ross Way  
(or Place)

PLANNING GUIDANCE  
23 JUN 2017  
TIME .....AM/PM

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

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1. The particular parts of the application I support/oppose (delete one) are:

Please see attached

2. The reasons for my submission are:

Please see attached

3. The decision I wish the Council to make is:

Please see attached.

Signature of submitter:

Date:

20/6/17

Signature is not required if you are making a submission by email

- The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.

**Planning Guidance**

Hamilton City Council  
Phone: 07 838 6699

**Questions?**

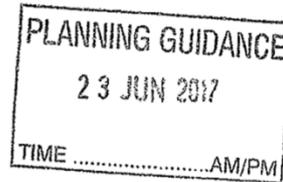
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**Send**

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or post to:

**Planning Guidance Manager**  
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**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**

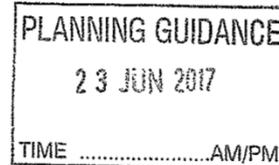
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PG A1 / Dec2015 3

Submission on a Proposed Road Name Change: Ward Street (East Section) to Dame Hilda Ross Way

**The particular parts of the application we oppose are:**

The re-naming of Ward Street to Dame Hilda Ross Way (or Place).



**The reasons for our submission are:**

While we respect the memory Dame Hilda Ross and her significance in the history of Hamilton, we strongly oppose the re-naming of Ward Street (East Section) as Dame Hilda Ross Way (or Place) because:

- Ward Street has been named as such since 1906. It was named after Sir Joseph Ward, a former New Zealand Prime Minister. If Council does name a street after Dame Hilda Ross, it should choose another street not already named as a memorial to a significant person. To re-name Ward Street would displace the memorial to Sir Joseph Ward.
- "Ward Street" is significant in the history of Hamilton. Ward Street was once the site of animal sales yards, the Hamilton City Railway Station, shops and depots, and the "Horse Bazaar" building which held the Waikato Winter Show (<http://hamiltonheritagecollections.co.nz/nodes/view/872>). Many of Hamilton's original and long--standing businesses were situated at the Eastern end of Ward Street in the Beggs-Wiseman building, including WT Maughan, GE Clark, E Price, Corban Wines, and AM Bisley & Co (<http://hamiltonheritagecollections.co.nz/nodes/view/1719>). GE Clark & Sons Ltd's building was also situated on Ward Street. The name "Ward Street" is part of this history. Given its association with this history, changing the name of Ward Street would be wrong.
- "Ward Street", by name, has a strong commercial reputation and is a sought-after address.
- Ward Lane is a great name for business use. We have a commercial tenancy in our building. We have been considering the possibility of running a business from there with the name "Ward" in the business name. "Dame Hilda Ross Way" in the business name would not be an option.
- The name "Dame Hilda Ross Way" or "Dame Hilda Ross Place" is too long for a street name. It is unwieldy as an address for businesses and residents. The name would take up too much room on business cards, letterheads, and other formal business and personal documents, and is a lot to write or type as an address. If Council does re-name Ward Street (East Section), which we strongly oppose, it should use the name "Ross" and not "Dame Hilda Ross".
- A more appropriate memorial should be chosen for significant persons such as Dame Hilda Ross. It is not appropriate to name a street, in which people have businesses and

residences, after a person of significance. Naming a public place or building is more appropriate as a memorial. According to the TOTI Trust's website:

- o TOTI have Council permission for a commemorative statue of Dame Hilda Ross to be sited on the corner of Ward Street and Worley Place;
- o Council are in favour of naming the small meeting area on the corner of Ward Street and Worley Place, Dame Hilda Ross Plaza, and
- o TOTI has asked the Waikato District Health Board to consider naming its new central city facility in the converted Farmers building, the Dame Hilda Ross Health Centre.

These are more appropriate memorials for Dame Hilda Ross.

- The proposed statue and naming of the small meeting area at the corner of Ward Street and Worley Place seem sufficient memorials of Dame Hilda Ross without also re-naming Ward Street after her. There is also the possibility of the Waikato District Health Board's new central city facility being named the Dame Hilda Ross Health Centre and the existing Hilda Ross retirement village and hospital.

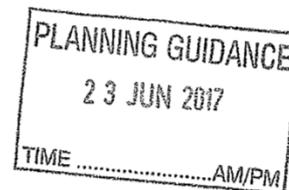
**The decision we wish Council to make is:** not to re-name Ward Street (East Section).

If, Council does re-name Ward Street (East Section), we request that Council name the lane on which our building is situated, "Ward Lane". This part of Ward Street is commonly referred to as "Ward Lane" already including, for example, in the Hamilton City Libraries history documents).

Dated: 20 June 2017

Doug Robinson

Colleen Robinson



Attachment 5

colleen.robinson@hcc.govt.nz

20/6/2017 19:12

Submission - proposed renaming of Ward Street (East Section)

To [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

Hi [REDACTED]

Please find attached our submission relating to the proposed renaming of Ward Street (East Section).

We own the building at 19 Ward Street. This building is situated in a part of Ward Street commonly referred to as Ward Lane. We recently purchased the building from our company, Six High Street Ltd. We are currently refurbishing the building into a "high end" residential apartment for ourselves, and also a commercial tenancy.

Can you please confirm by return email that you have received this email and accept the attachment as a valid submission.

We look forward to receiving a considered response from Council and an opportunity to reply.

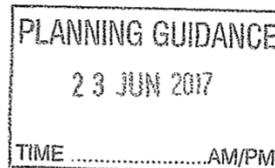
Kind regards

Doug and Colleen Robinson

- CCF200617.pdf (3 MB)

Hard copy of email sent 20/6/17.

Item 8



**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

**PLANNING GUIDANCE**  
12 JUN 2017  
TIME .....AM/PM

OFFICE USE ONLY

File No: \_\_\_\_\_

Submission No: \_\_\_\_\_

**Submitter's Details**

Full name:

Vicki Sandra Dramgeal

Address:

[REDACTED]

Postal code:

Name of agent:  
*(if any)*

Address for service:  
*(if different from above)*

Work Phone:

[REDACTED]

Mobile:

[REDACTED]

Home Phone:

Fax:

Email:

**Submission Details**

I/we  support  
*(tick one)*

oppose

on the application made by (name of applicant):

TOTI TRUST

to (describe the proposal):

Change the name of Ward St (east)

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**

For general planning guidance enquiries, contact the duty planner weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

PG A1 / Dec2015 1

1. The particular parts of the application I support/oppose (delete one) are:

The changing of Ward St east to Dame Hilda Ross Way.

2. The reasons for my submission are:

Small business owners in ward st have struggled for years due to council continually changing road layout, ie Victoria a Ward Sts. This has helped drive people out of the city. Now to confuse the issue even more an iconic name that is nearly as old as the city is going to be changed for the sake of change. Ward st has a history for thousands of Hamiltonians with associations to Pollock + Mitne ~~St. Clark + Sts to name just a couple.~~

3. The decision I wish the Council to make is:

To leave Ward Streets name as it is.

Signature of submitter:

*[Handwritten Signature]*

Date:

12-6-17

Signature is not required if you are making a submission by email

The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.

Questions?

**Send**

Email this form and supporting documents to [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz), or drop into the duty planner at the ground floor at Municipal Building, Garden Place between 8am-4.45pm Monday to Friday.

**or post to:**

**Planning Guidance Manager**  
Planning Guidance Unit  
Hamilton City Council  
Private Bag 3010  
Hamilton 3240

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**

For general planning guidance enquiries, contact the duty planner weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

PG A1 / Dec2015 3

**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

OFFICE USE ONLY

File No: \_\_\_\_\_

Submission No: \_\_\_\_\_

**PLANNING GUIDANCE**

14 JUN 2017

**Submitter's Details**

Full name:

E Lewis

Address:

Postal code:

Name of agent:  
*(if any)*

Address for service:  
*(if different from above)*

Work Phone:

Mobile:

Home Phone:

Fax:

Email:

**Submission Details**

I/we  support  
*(tick one)*

oppose

on the application made by (name of applicant):

Evan Elwyn Lewis & Reuben John Lewis & other

to (describe the proposal):

leave as is

Proposed road renaming - Ward st (east section)  
to Dame Hilda Ross Way

leave it as is - to long a name - will oppose  
this further if Council plans ahead - ward st is  
well known & this is not good for business

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?** *Its hard enough now!*  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am - 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

PG A1 / Dec2015 1

1. The particular parts of the application I support/oppose (delete one) are:

2. The reasons for my submission are:

3. The decision I wish the Council to make is:

Signature of submitter:

Date:

*Signature is not required if you are making a submission by email*

- *The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.*

**Questions?**

**Send**

Email this form and supporting documents to [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz), or drop into the duty planner at the ground floor at Municipal Building, Garden Place between 8am-4.45pm Monday to Friday.

**or post to:**

**Planning Guidance Manager**  
Planning Guidance Unit  
Hamilton City Council  
Private Bag 3010  
Hamilton 3240

PLANNING GUIDANCE  
14 JUN 2017  
TIME .....AM/PM

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

PG A1 / Dec2015 3

**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

OFFICE USE ONLY  
File No: \_\_\_\_\_  
Submission No: \_\_\_\_\_

**Submitter's Details**

Full name: EVEREST PROPERTY INVESTMENTS (WAIKATO) LTD -

Address: [REDACTED]

Name of agent: [REDACTED]  
*(if any)*

Address for service: [REDACTED]  
*(if different from above)*

Work Phone: \_\_\_\_\_ Mobile: [REDACTED]

Home Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: [REDACTED]

**Submission Details**

I/we  support  oppose  
*(tick one)*

on the application made by (name of applicant):  
TOTE Charitable Trust

to (describe the proposal):  
change Ward St to Dame Hilda Ross Way

PLANNING GUIDANCE  
28 JUN 2017  
TIME .....AM/PM

RECEIVED  
28 JUN 2017  
HAMILTON CITY COUNCIL

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

1. The particular parts of the application I support/oppose (delete one) are:

Changing name of Ward Street

2. The reasons for my submission are:

I think its a STUPID IDEA & NAME.  
How long has street been named WARD STREET?  
Over 100 years? Who's going to pay for current bus  
who have been in street for decades - their marketing websites?  
What's next? Are we going to change all our street names?

3. The decision I wish the Council to make is:

Don't change it.  
I understand your building a statue of her  
Surely that enough???  
I really wonder if she was alive if she would even agree  
with this request.

Signature of submitter:

Date:

21/6/2017

Signature is not required if you are making a submission by email

- The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.

**Planning Guidance**

Hamilton City Council  
Phone: 07 838 6699

**Questions?**

For general planning guidance enquiries, contact the duty planner  
weekdays 8am - 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

**Send**

Email this form and supporting documents to [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz), or drop into the duty planner at the ground floor at Municipal Building, Garden Place between 8am-4.45pm Monday to Friday.

**or post to:**

**Planning Guidance Manager**

Planning Guidance Unit  
Hamilton City Council  
Private Bag 3010  
Hamilton 3240

PLANNING GUIDANCE  
28 JUN 2017  
TIME .....AM/PM

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**

For general planning guidance enquiries, contact the duty planner weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

PG A1 / Dec2015 3

**Submission on a Proposed Road Name Change**

Hamilton City Council's Naming of Roads, Open Spaces and Council's Facilities Policy (2016)

OFFICE USE ONLY

File No: \_\_\_\_\_

Submission No: \_\_\_\_\_

**Submitter's Details**

Full name: CARIS TAYLOR

Address: \_\_\_\_\_ Postal code: \_\_\_\_\_

Name of agent: \_\_\_\_\_  
*(if any)*

Address for service: \_\_\_\_\_  
*(if different from above)*

Work Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Submission Details**

I/we  support  oppose  
*(tick one)*

on the application made by (name of applicant):  
TOTI CHARITABLE TRUST

to (describe the proposal):  
RENAMING WARD STREET TO DAME HILDA ROSS WAY.

PLANNING GUIDANCE  
04 JUL 2017  
TIME .....AM/PM

**Planning Guidance**  
Hamilton City Council  
Phone: 07 838 6699

**Questions?**  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am – 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

1. The particular parts of the application I support/oppose (delete one) are:

THE RENAMING OF 'WOOD STREET'

2. The reasons for my submission are:

I FEEL COMPELLED TO OPPOSE THIS APPLICATION.  
CAN SHE NOT JUST HAVE A STATUE IN A PARK OR  
CITY SQUARE?

3. The decision I wish the Council to make is:

TO DECLINE THE APPLICATION IN SUPPORT OF KEEPING  
THE ROAD NAMED 'WARD STREET'

Signature of submitter:  Date: 2/7/17.

Signature is not required if you are making a submission by email

- The closing date for serving a submission on Hamilton City Council is the 20th working day after notification date.

PLANNING GUIDANCE  
04 JUL 2017  
TIME .....AM/PM

Planning Guidance  
Hamilton City Council  
Phone: 07 838 6699

Questions?  
For general planning guidance enquiries, contact the duty planner  
weekdays 8am - 4.45pm Email: [planning.guidance@hcc.govt.nz](mailto:planning.guidance@hcc.govt.nz)

Mark Ewington

---

**From:** Jenny Ryks  
**Sent:** Monday, 10 July 2017 10:41  
**To:** Mark Ewington  
**Subject:** FW: Submission on proposed name change  
**Attachments:** 20170704152112634.pdf

**From:** Planning Guidance Customer Enquiry  
**Sent:** Tuesday, 4 July 2017 3:31 PM  
**To:** [REDACTED]  
**Subject:** FW: Submission on proposed name change

**From:** [REDACTED]  
**Sent:** Tuesday, 4 July 2017 3:27 PM  
**To:** Planning Guidance Customer Enquiry  
**Subject:** Submission on proposed name change

Please see attached submission.

[REDACTED]

mob. +64 21 611021

PLANNING GUIDANCE  
04 JUL 2017  
TIME .....AM/PM

**STREET NAME CHANGE TO  
'DAME HILDA ROSS'**



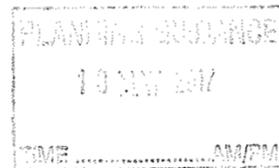
Dear Margaret,

As the manager of Starbucks Hamilton I am very happy to support the proposed road name change to 'Dame Hilda Ross' street.

Dame Hilda was in many ways a pioneer in recognizing issues for women long before that was widely accepted. We also like to honor her efforts to the liberation of women in Hamilton and New Zealand in the manner you suggest and has my full support.

Looking forward to the change.

Willem Kranenburg  
Manager Starbucks Hamilton



[REDACTED]

---

**From:** Planning Guidance Customer Enquiry  
**Sent:** Wednesday, 14 June 2017 12:05  
**To:** [REDACTED]  
**Subject:** FW: Support name change to Dame Hilda Ross Way

**From:** Hamilton NZSB09 [REDACTED]  
**Sent:** Wednesday, 14 June 2017 11:48 AM  
**To:** Planning Guidance Customer Enquiry  
**Subject:** Support name change to Dame Hilda Ross Way

Good Morning Jenny,

Just a confirming email that we are supporting the name change.  
See also our supporting letter included in the application.

Kind regards,

Willem Kranenburg

Have a great day ☺  
Hamilton Starbucks Team

---

**Attention:**

The information contained in this message and or attachments is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from any system and destroy any copies.

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<b>Application</b>	
Applicant/Developer Name: <u>TOTI Trust</u>	
Contact: <u>Margaret Evans/Kate McArthur</u>	
Postal Address: <u>4 Findlay Street</u> <u>Hamilton</u>	
Phone (day): <u>8584467</u>	Email: <u>margaret.evans.nz@gmail.com</u>
Address of road or open space: <u>Ward Street (east) - Victoria to CentrePlace Mall</u>	
Legal Description:	
Consent Number (where applicable):	
Type of Naming (Please tick)	
<input type="checkbox"/> New Road created by a Subdivision	
<input checked="" type="checkbox"/> Road Re-Naming	
<input type="checkbox"/> Existing Legal but Unnamed Road	
<input type="checkbox"/> Private Road	
<input type="checkbox"/> Open Space	
Proposed Names	
<i>Please provide two (2) names in order of preference.</i>	
Preference 1: <u>Dame Hilda Ross Way (or Place)</u>	
Preference 2: <u>n/a</u>	
Background	
<i>Background to the proposed names including how the name reflects one or more of the criteria set out under "General Information" (e.g. Identify of Hamilton, Historical Significance, Cultural Significance, etc):</i>	
Preference 1: This proposal reflects five of the 6 criteria: Dame Hilda Ross (1883-1959) was of local, national and international significance. She was a notable 20th century social activist and pioneering political leader, co-founder of children's health camps, and a life-long supporter of the arts. Her active community service and engagement coincided with an historically significant period when Hamilton grew from small country town to city status. Retailing provided her economic foundation, and Hamilton's CBD - the city's economic, social and political heart - is the 'place and space' that framed her extraordinary public career as the first woman councillor and deputy mayor, then MP and Cabinet Minister. She was closely involved with the former Winter Show/City Library (which included the Dame Hilda Ross Art Centre), and during WW2 she founded the Women's Auxillary and Patriotic Hut in Garden Place. This central precinct includes Caro Street, named for that other civic leader to whom she was Deputy Mayor, and would link Dame Hilda with that other great historical figure – Queen Victoria. The street renaming would remind of her national and local significance within the space specific territory through which she so regularly walked and worked. It will also have added value from the planned landmark commemorative statue at Starbucks Corner, and offer businesses in the vicinity fresh destination and marketing opportunities. A further factor in support is the loss of the hospital nurses' home and current doubt over her Founders memorial fountain.	
Preference 2:	

PLANNING GUIDANCE  
10 MAY 2017  
TIME .....AM/PM



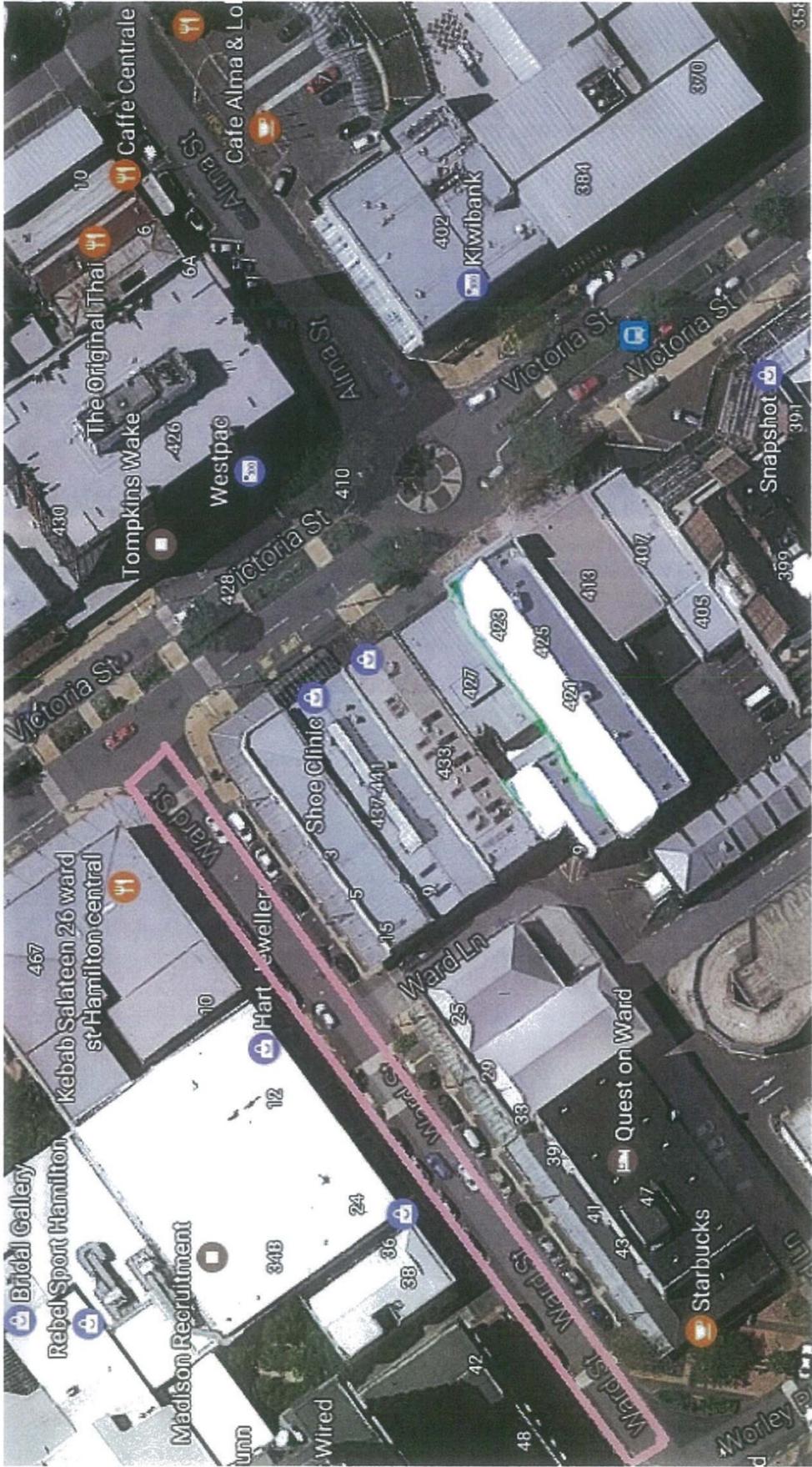
PG R31 / Jan2016

Documentation to provide
<i>Please ensure you attach the following to this form upon submitting:</i>
<b>For all applications</b>
<input checked="" type="checkbox"/> Evidence that Tangata Whenua have had the opportunity to provide feedback.
<input checked="" type="checkbox"/> Any further documentation which supports the proposed name(s) (optional).
<b>For Roads</b>
<input type="checkbox"/> A site plan which clearly delineates the new road name(s), along with existing road names in the immediate neighbourhood. Existing roads that lead into and out of the subject site must be delineated on the site plan.
<input type="checkbox"/> Where 90 percent of the property owners on the road are in agreement to a change, evidence of approval for the proposed road name (e.g. Signatures from property owners).
<input type="checkbox"/> Evidence from Waipa and Waikato District Council that the proposed name is not a duplicate of existing road names. (e.g. email from each District Council confirming this).



PG R31 / Jan2016





Map showing 'Ward Street East' - from Worley Place to Victoria Street, highlighted in pink

# TE HAA O TE WHENUA O KIRIKIROA

PO Box 13054, Hillcrest, Hamilton 3251

Mobile: 027-290 6004

E-mail: [thawk2014.kw1@gmail.com](mailto:thawk2014.kw1@gmail.com)

15 December 2016

Tena Koe Margaret,

Thank you and your TOTI colleagues Bill Macarthur and Mavora Hamilton for attending our hui and presenting your proposed name change of Ward Street (Victoria St to Centreplace) to Dame Hilda Ross Way.

Your presentation reminded our Kuia and Kaumatua of the significance of her legacy and lamented the recent closure of the Hilda Ross building at the Waikato Hospital,

This letter is to advise that our organisation supports your proposal for a name change of Ward Street (Victoria St to Centreplace) to Dame Hilda Ross Way.

Nga mihi



PLANNING GUIDANCE  
18 MAY 2017  
TIME .....AM/PM

[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'

11 Roussel Place

P.O. Box 5224, Springlands, Blenheim

Dr Bill McArthur (Chair)

TOTI Organisation

Hamilton.

Dear Dr McArthur,

It gives me great pleasure to support your organisation's scheme to recognise the achievements of my Grandmother, the late Dame Hilda Ross.

I had the good fortune to live with Dame Hilda through the most important part of my childhood, from 1939 until 1946 when I went to boarding School.

Her record of service to the city of Hamilton is well documented, but it is also pertinent to add that she provided me with a happy secure childhood during the war years. She was also during that time, a dutiful and supportive daughter to her aged parents, a loving mother to her two sons, both of whom served overseas. She was responsible for guiding the family's commercial business in Hamilton whilst my Uncle was at war. All this, despite having been widowed in 1940. Nobody has ever needed to convince me that "Women can do anything"

This particular woman was able to do "everything"

I was able to see at first hand, her qualities of good humour, compassion and negotiating skill. She instilled in me her strong values of fairness and good manners. She always treated me with respect, and expected the same in return. It has endured to this day.

My eldest son David, his two children and his grandchildren live happily in Hamilton. They will be much encouraged to share the pride that Hamilton holds for such a generous contributor to its development and future.

Thank you for the opportunity to support the TOTI project

Sincerely,

Colin Ross 9 December 2016



[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'

12 December 2016

Dear Bill

Re Your Project to have part of Ward Street (from Victoria Street to the Mall) renamed as Dame Hilda Ross Way.

I am writing this on behalf of Daphne Catley (nee Rodda), sister of Dame Hilda's daughter-in-law Margorie (wife of her son Colin), as well as our family.

Daphne is in her 90s and vividly remembers Dame Hilda. She lived in the country (Taupiri) but visited the Ross family home in River Road at least weekly. She has many, many stories, and loves to share them with us and others.

Hilda cared for her grandson, Norman's son Colin Jr - just a toddler when his mother Gladys died. And Marjorie and her two children Campbell and Jennifer moved in with Hilda as well during the Second World War when the two sons served overseas.

There has been very little acknowledgement of Dame Hilda's considerable input into this country and the local region. Our entire family would be very much in support of seeing her name given to Ward Street as outlined. She knew and was known in that area so well during her half-century of activity working for the public good.

**Suzanne Catley**

Dear Margaret,

I have much pleasure in writing a letter of support for TOTI in their endeavours to give added recognition to Hilda Ross, - a wonderful Hamiltonian who spent a lifetime of working tirelessly for the betterment of her fellow human beings.

As you know, Hilda was a co-founder of the Waikato Children's Camp League and the camp she helped establish at Port Waikato along with Billy Paul, is still serving children today- and this connection helps to explain my admiration for Hilda and keen support for the work TOTI are doing.

Please find attached, a brief summary of Hilda's life which may be of interest to you. These notes sustain a photographic display at camp which is open to all camp users and the general public.

Yours sincerely  
John Willis  
Chairman  
Port Waikato School Camp Trust.

**Jim Bolger      December 9 2016**

Dear Margaret

I am delighted to support the proposed road name change to recognise Dame Hilda Ross. Dame Hilda was in many ways a pioneer in advancing issues of great importance to women long before that was main stream thinking. Recognising her contribution to Hamilton and New Zealand in the manner you suggest has my full support.  
Regards  
Jim

**Rt Hon James B Bolger ONZ**  
**Prime Minister 1990-97**

Sent from my iPhone

[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'



*Hon. Katherine O'Regan QSO JP*

1856 Rewi St., Te Awamutu 3800  
 Ph: 07 871 8308 [coreg@xtra.co.nz](mailto:coreg@xtra.co.nz)

His Worship The Mayor,  
 Andrew King  
 Hamilton City Council  
 Private Bag'  
 Hamilton

Your Worship,

Re Proposed Dame Hilda Ross Memorial

I write to support the proposals of TOTI to develop a memorial to one of Hamilton's "Great Women", Dame Hilda Ross.

As a member of the same political party as Dame Hilda her name was well known in my family who were farmers from Te Mata near Bridal Veil Falls. My parents were very loyal National Party people.

I was educated at Hamilton Girls High School and boarding at Sonning Hostel, so for 4 years I walked down Ward Street to school. I am honoured to have followed in Dame Hilda's footsteps as a National MP for fifteen years, nine of those as the MP for the neighbouring seat of Waipa and prior to that as the first female County Councillor on the then Waipa County Council for eight years. We all knew about her support of Children's Health Camps and as an Associate Health Minister I too, for a time, had responsibility for those same camps.

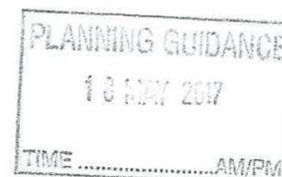
The proposal being offered by TOTI is a most suitable one for all the reasons set out in their paper. Their Sapper Moore-Jones Project has been a great success and the city can be very proud of its sculptures. On a visit to Chicago some years ago, my husband and I were delighted to see varying types of sculptures spaced down the "Golden Mile" and realised how important art is for a city to exhibit its maturity. It is time for Hamilton city to once again show its cultural roots.

I whole heartedly support this project.

Yours sincerely



Hon Katherine O'Regan QSO JP





David Bennett  
Member of Parliament for Hamilton East

13 January 2017

Planning Guidance Unit Manager  
Hamilton City Council  
Private Bag 3010  
Hamilton 3240

To whom it may concern,

We are writing in support of TOTI'S application to rename part of Ward Street to Dame Hilda Ross Way.

Dame Hilda Ross is known as a hugely influential leader and important public figure to her city- Hamilton, region and nation during the 20<sup>th</sup> century. As a wife, mother, grandmother and teacher, Dame Hilda Ross also accomplished many pioneering 'firsts'. Dame Hilda Ross was a political pioneer, community leader and activist, and we believe renaming part of Ward Street to Dame Hilda Ross Way is a great tribute to an important figure.

During Dame Hilda Ross' political career she became the first woman councillor and then first woman deputy mayor. She became Minister for the Welfare of Women and Children for the first National Government and in 1957 she became the Minister of Social Security.

The only remaining recognition of Dame Hilda Ross is the Hilda Ross retirement village, located in Hamilton East. The current doubt over the future of Founders Theatre's Dame Hilda Ross memorial fountain and the loss of Walkato Hospital's Dame Hilda Ross Centre, means that if we do not restore the Dames identity, Hamilton, where the Dame spent most of her life, may forget an important public figure.



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**David Bennett**

Member of Parliament for Hamilton East

We believe that renaming the section of Ward Street, Dame Hilda Ross Way, coupled with the proposed statue of the Dame will do justice to the service of Dame Hilda Ross- pianist, conductor and teacher, popular and influential political leader. We would like to offer our support for this application and wish TOTI the best of luck with their submission.

Kind regards,

Hon David Bennett  
*National MP for Hamilton East*  
*Minister of Veteran's Affairs – Minister for Food Safety*  
*Associate Minister of Transport – Associate Minister for Immigration*



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TIM MACINDOE  
MEMBER OF PARLIAMENT FOR HAMILTON WEST  
SENIOR GOVERNMENT WHIP  
www.timmacindoe.co.nz



14 December 2016

TO WHOM IT MAY CONCERN

**Re: Proposed local road name change to honour Dame Hilda Ross**

I write to convey my enthusiastic support for the proposal to rename the eastern section of Ward Street in Hamilton as Dame Hilda Ross Way.

Dame Hilda was a pioneering political figure in our city and had the honour of being New Zealand's second woman Cabinet Minister. She remains a highly respected figure more than half a century after her death for the considerable contribution she made to our community especially in the arts, health and social services, and for her notable public service.

The proposal by the *Theatre of the Impossible* Charitable Trust (TOTI) would, if adopted, rectify the loss of recognition of Dame Hilda's life and work that has occurred through the demise of Waikato Hospital's Dame Hilda Ross Centre, and current doubt over the future of the Founders Theatre's Dame Hilda Memorial Fountain.

I have no doubt that this proposal would enjoy the same widespread public support as we have seen in recent times with the renaming of Marlborough Place to Sapper Moore Jones Place and Bridge Street to Anzac Parade.

Yours sincerely,



Dave Gibbs  
12 Harrogate Place  
Grandview Heights  
Hamilton 3200  
New Zealand

07 February 2017

To Whom It May Concern,

For almost a century the Operatic Society has been an important part in Hamilton’s cultural heart, providing high quality theatre and musicals for the public along with opportunities for people from all walks of life to join in ‘back-stage’, ensuring the ‘show goes on’.

I was president of the society and a city councillor during the 1980s when the current community theatre was developed – at the time as part of the proposed Grantham Street Redevelopment Plan (which failed to eventuate).

It is most fitting that Hamilton City recognises Dame Hilda Ross in the manner proposed by TOTI Trust. She is an outstanding example of public service, a person with a keen understanding of community involvement and the creative spirit – across all ages. TOTI’s project will remind the public of her name, and her life-long contribution to the arts, hopefully encouraging others to follow in her great footsteps.

Dame Hilda was among Hamilton’s 20<sup>th</sup> century city leaders who became actively involved with the Operatic Society, and in so many ways – orchestral conductor and pianist, organiser of the dance troupe ‘The Dandy Dozen’, executive committee member, Vice-President to Mayor Harold Caro, and finally long-term patron. Her name stands out along with mayors and councillors, business and community VIPs featuring in society archives - in show programmes as well as the society’s minute books - to provide a wonderful record of cultural life in the town.

I add my personal support to this project.



Dave Gibbs.  
(Former Hamilton City Councillor and past President Hamilton Operatic Society)





PO Box 772  
Hamilton 3240  
www.themeteor.co.nz  
info@themeteor.co.nz

7 February 2017

To Whom It May Concern

I am writing on behalf of the Meteor Theatre and the One Victoria Trust, in support of the TOTI proposal to rename a section of Hamilton’s Ward Street to Dame Hilda Ross Way and to place a memorial to Dame Hilda Ross on that site.

Dame Hilda Ross was a well-loved and highly respected public figure from Hamilton’s recent past, and her story deserves to be more widely known by current citizens of our city.

A woman of many talents, Dame Hilda Ross had a great passion for the arts, in particular music and singing. She was an executive member of the Hamilton Operatic Society and regularly conducted the orchestra at their musical events. She recognised the importance of arts to our community and that fostering them helps create a great city.

As a community focused venue The Meteor is developing a dramatic piece about the life of this pioneering woman, as we acknowledge the significance of sharing our Hamilton stories and celebrating those who have shaped the city we have become.

We have had the pleasure of working with TOTI previously, supporting their Sapper Moore-Jones memorial and street naming, and are well aware of their civic-minded desire to spotlight great individuals from our local history. We admire their vision and their ability to deliver what they promise. Public art, and local spaces that celebrate our past, serve to inspire our current communities and create better futures for us all.

We whole-heartedly support the TOTI proposal for a Dame Hilda Ross memorial in our central city.

Yours faithfully

**D. Nudds**

Deborah Nudds

Theatre Manager

The Meteor Theatre

On behalf of The One Victoria Trust Inc



SAVING HISTORY



New Zealand History Federation Inc.

Te Kotahitanga o nga Hīroa o Aotearoa

P.O. Box 1625 PARAPARAUMU BEACH 5252

historyfederation@gmail.com

LIAISON OFFICER : Neil G. Curgenvan Dip.BuAd

5 Elmira Avenue, Chartwell, HAMILTON 3210

Phone 027 2441348 ncurgenvan@gmail.com

1<sup>st</sup> February 2017

“Theatre of the Impossible” Charitable Trust  
P.O. Box 7216  
HAMILTON EAST

Dear Margaret,

**PROPOSAL : Rename the Eastern section of Ward Street, Hamilton Dame Hilda Ross Way**

The Federation have been made aware of your trusts intentions for this proposal.

We are frequently called upon to support these types of applications and we can assure you, from our national coverage, this local initiative goes a long way to maintaining our historical connections, in this case with a past local who did heaps, not only for her local community but, for the country.

You are to be congratulated.

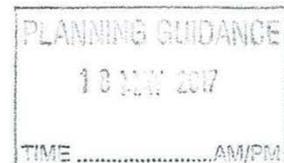
Yes we do fully support this proposal and wish you well with its path through bureaucracy.

Just a point to note, the Federation have investigated and support to installation of QR codes on heritage trails, historical walks and streets like this which can relate back to the details of WHY? this is now Dame Hilda Ross Way. We are working with other sections of Hamilton City Council to instigate these references.

Regards

*Neil C.*

Neil Curgenvan  
Liaison Officer



'We are going to visit Dame Hilda', I remember my Grandmother Dorothy Blomfield saying on a particular winters day. Hilda Ross and my Grandmother were good friends and respectful colleagues, over many years of local Hamilton City Government and Plunket Society Involvement. Both were very strong women and seemed to get much personal energy in each other's presence. Hilda Ross, at this time, was really quite famous and so to go to her home was rather an honour and I was on best manners. A smile and a courteous comment were the reward that I got for 'being quiet whilst adults talked'. I listened, said nothing, and was awed by Dame Hilda's power and assertiveness. You don't forget such moments when in the presence of such a woman. All the more so for these times were for men, women had not yet begun their ascent into equality.

Dr Marc Shaw *DYPH, FRNZCGP* Medical Director  
 WORLDWISE Travellers Health Centres NZ  
 Travel and Tropical Medicine  
 'New Zealand's Leading Authority on Travel Medicine'  
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 General Site: [www.travel-essentials.co.nz](http://www.travel-essentials.co.nz)  
 Expedition Site: <http://amazonas.wordpress.com>



**HAMILTON RETURNED AND SERVICES ASSOCIATION  
(Incorporated)**



26 January 2017

**CBD SECTION OF STREET RENAMED FOR DAME HILDA ROSS**

The Hamilton Returned and Services Association supports the application to have the East section of Ward Street renamed for Dame Hilda Ross.

We see this as a worthwhile project as it pays tribute to the tremendous amount of work done by Dame Hilda as the core Women's Community Leader and ardent patriot keeping local spirits up during the Second World War. She also set up and commanded the Women's Corps and organised the Patriotic Hut in Garden Place to support the troops on leave and their families.

  
Len Knapp  
President  
Hamilton Returned and Services Association

All Correspondence to:-

The Secretary  
P O Box 9558  
HAMILTON

Office situated at:  
Hamilton Combined Returned Services Club  
50 Ropewalk St, Hamilton

Telephone: (07) 839 4928  
Fax no: (07) 839 4928  
e-mail: [rsahamilton@tra.co.nz](mailto:rsahamilton@tra.co.nz)



**HAMILTON RETURNED AND SERVICES ASSOCIATION  
(Incorporated)**

AFFILIATED WITH

1916 - 2016

**RSA**



27 January 2017

To Whom It May Concern

**CBD SECTION OF STREET RENAMED FOR DAME HILDA ROSS**

The Hamilton Returned and Services Association supports the application to have the East section of Ward Street and/or Worley Place renamed for Dame Hilda Ross.

We see this application as one of not only local; but national significance for a lifetime of community service.

Dame Hilda Ross initiated action wherever the need, passionately and particularly for the welfare of children as the essence of the future, as well as for women, the needy and the disadvantaged. She represented New Zealand on the world stage, at the United Nations and Commonwealth. Among her many achievements, Dame Hilda was the first woman Councillor on the Hamilton City Council 1944-45 and the first woman Deputy Mayor 1945 (the year Hamilton gained city status – 20,000 people).

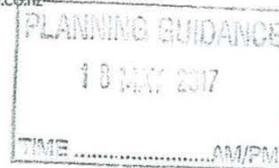
During the Second World War she kept the home fires burning, launching and leading the WWII Women's Voluntary Auxiliary Corps and The Patriotic Hut in Garden Place with a group of hard working devoted women volunteers, supporting returning soldiers.

**J M Luttrell (Mrs) JP**  
Vice President  
Hamilton Returned and Services Association

All Correspondence to:-

The Secretary      Office situated at:  
P O Box 9558      Hamilton Combined Returned Services Club  
HAMILTON      59 Rostrevor St, Hamilton

Telephone:      (07) 839 4928  
Fax no:      (07) 839 4928  
e-mail:      rsohamilton@xtra.co.nz



[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'



28/11/16

P.O Box 19007

Hamilton 3244

Dear Margaret,

Thank you for your email on behalf of Toti regarding the proposed name change of Ward Street (Victoria St to Centreplace) to honour Dame Hilda Ross.

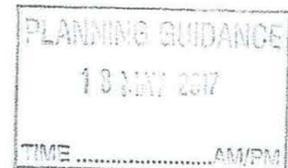
Since 2012 when we began working with Toti we have been happy to support projects that enhance the central business district of Hamilton city.

We believe that the renaming of the street to Dame Hilda Ross Way will be a wonderful tribute to someone who has had a significant impact on Hamilton and wholeheartedly support this proposal.

Kind regards

Vanessa Williams GM

Hamilton Central Business Association



[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'

**STREET NAME CHANGE TO  
'DAME HILDA ROSS'**



Dear Margaret,

As the manager of Starbucks Hamilton I am very happy to support the proposed road name change to 'Dame Hilda Ross' street.

Dame Hilda was in many ways a pioneer in recognizing issues for women long before that was widely accepted. We also like to honor her efforts to the liberation of women in Hamilton and New Zealand in the manner you suggest and has my full support.

Looking forward to the change.

Willem Kranenburg  
Manager Starbucks Hamilton



SP McLennan  
780 River Road, Hamilton 3210  
steve@mclennan.nz  
0-7-834 3348

8 January 2017

Margaret Evans  
TOTI Charitable Trust  
Hamilton

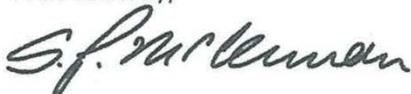
[margaret.evans.nz@gmail.com](mailto:margaret.evans.nz@gmail.com)

Dear Margaret,

The owners of the Tower Building (48 Ward Street) and Waitomo House (ex-Deka, 6 Garden Place) support the TOTI Charitable Trust's proposed Dame Hilda Ross commemorative statue and partial renaming of Ward Street, to celebrate and remember this great Hamilton citizen.

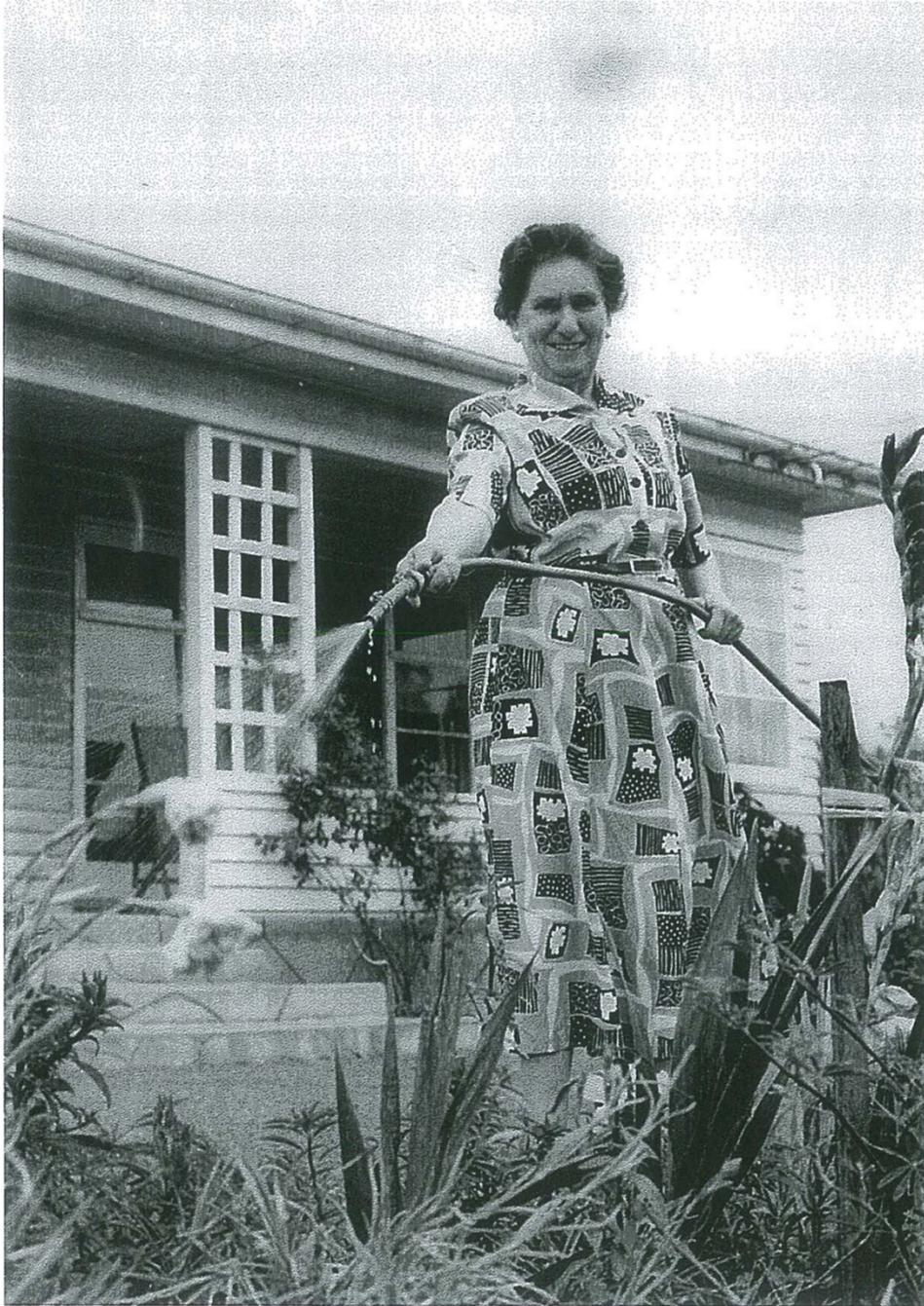
The loss of so many physical reminders of Dame Hilda, and the degree to which her concerns resonate today, make your project so appropriate, and the chosen CBD block it borders a fitting location.

Yours sincerely,



Steve McLennan





**DAME HILDA ROSS (1883-1959)**

[www.toti.co.nz](http://www.toti.co.nz) 'creative projects adding value to the future'

# Council Report

Item 9

**Committee:** Community and Services Committee  
**Date:** 31 October 2017  
**Author:** Andy Mannering  
**Authoriser:** Lance Vervoort  
**Position:** Social Development Manager  
**Position:** General Manager Community  
**Report Name:** Community Assistance Policy Review - 2017

<b>Report Status</b>	<i>Open</i>
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## Purpose

1. To seek a recommendation to Council to approve the revised Community Assistance Policy.

## Staff Recommendation

2. That the Community and Services Committee recommends the Council approve the Community Assistance Policy.

## Executive Summary

3. Elected Members considered changes to the Community Assistance Policy at a Council briefing on 10 August 2017.
4. Staff consider the decision in this report is of a low significance and that the recommendations complies with the Council's legal requirements.

## Background

5. The Community Assistance Policy is scheduled to be reviewed this financial year, by April 2018.
6. The Policy applies to all Council contestable community grants that are administered by the Community and Social Development Team within the Community Group.
7. The current [Policy](#) was approved by Council at the 8 April 2015 Strategy and Policy Committee, [Agenda](#) and [Minutes](#).

## Discussion

8. After reviewing the Community Assistance Policy, minor changes are being recommended.
9. The overall funding provided through the Policy remains the same, however the maximum available through the Multi-Year Community Grant is reduced by \$50,000 per annum to reinstate a Community Event Fund.

10. The Community Event Fund will provide \$50,000 of funding to support costs to a maximum of \$5,000 for community organisations to organise and deliver inclusive, free or low cost events or cultural celebrations within the city. Events attracting 1,000 or more participants will be given priority. This fund will open in July each year to allow payment to happen prior to the summer event season.
11. The Multi-Year Community Grant will provide a maximum of \$850,000 of funding to community organisations that operate community infrastructure. Community centres, theatres and gathering spaces that are available for community to utilise and increase the social connectivity of the city. This fund will open after the approval of this Policy to allow contracts to be signed prior to 30 June 2018.
  - No changes to guidelines and criteria are being proposed to this fund.
12. The Single-Year Community Grant will provide a minimum of \$260,000 of funding to support operational costs to a maximum of \$8,000 for community organisations that deliver services, programmes and activities that benefit the social, cultural, arts and environmental wellbeing of residents. This fund will open in February each year.
  - Changes proposed to the guidelines and criteria of this fund includes the following;
    - a. Maximum individual grant being increased from \$5,000 to \$8,000.
    - b. Community Groups no longer required to be registered with Charities Services.
    - c. Preference be given to groups with annual incomes below \$500,000.
    - d. Multi-Year Community Grant recipients will be unable to apply.
    - e. Opening dates move from March to February.
13. Organisations will no longer require to be registered with Charities Services to apply for funding, but will need to be a legally constituted not-for-profit.
14. The recommendation needs to be approved at this meeting for the opening of Multi-Year Community Grant to occur on time.

**Financial Considerations**

15. Total financial assistance provided to the community through grants and funding covered by this Policy is \$1,160,000 per annum, which is funded through the 2018-28 Long Term Plan.
16. The \$1,160,000 is proposed to be split between three funding schemes in the following way;

Funding programme	Allocation per annum
Community Event Fund	\$50,000
Multi-Year Community Grant	\$850,000 (Maximum of)
Single-Year Community Grant	\$260,000 (Minimum of)
	<b>\$1,160,000</b>

17. The Multi-Year Community Fund will be allocated and contracts signed prior to 30 June 2018. If the total allocated is less than \$850,000, the remaining funds will be added to the \$260,000 to be allocated through the Single-Year Community Grant.

18. At the request of Council the following table shows the cost per resident of the grants considered in this policy over the previous seven years.

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Community Grants	\$1,398,115	\$1,218,115	\$1,218,115	\$1,218,115	\$1,190,000	\$1,190,000	\$1,190,000
Population (30 June)	145,300	148,100	150,200	153,000	156,800	161,200	
\$ per resident	\$9.62	\$8.22	\$8.11	\$7.96	\$7.59	\$7.38	

19. The 30 June 2017 population figure will be released by Statistics NZ on 24 October 2017.
20. The review of the Policy, criteria and guidelines have been funded within existing budget. Increasing the budget for grants can be discussed as part of the Long Term Plan deliberations should Council choose to.

### Legal and Policy Considerations

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

### Cultural Considerations

22. Hamilton is an increasingly diverse community. Staff will ensure consistent funding support across the sectors and that the allocation committees will not disadvantage any specific interest group from within the community.

### Sustainability Considerations

23. The Community Assistance Policy includes environmental, economic, social, and cultural considerations in its decision-making criteria.

### Risks

24. There are minimal known risks associated with the decisions required for this matter.

## Significance & Engagement Policy

### Significance

25. 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

26. Community views and preferences are already known to the Council through engagement with past applicants to funds outlined in the Policy.
27. Given the low level of significance determined, the engagement level is low. No engagement is required.

## Attachments

Attachment 1 - Community Assistance Policy - 2017 Review .

First adopted:	11 December 1996
Revision dates/version:	October 2017 / Version 8
Next review date:	October 2020
Engagement required:	No engagement required
Document Number	D-2501700
Associated documents:	n/a
Sponsor/Group:	General Manager Community

## Community Assistance Policy

### Purpose and scope

1. To set out the Council's funding and allocation process for assistance provided through grants to community organisations.
2. The Policy applies to the Council contestable community grants administered by the Community Group.
3. The Policy does not apply to loans (or loan guarantees), rates remittance, community leases or rentals, or major event sponsorship and capital projects.

### Definitions

Definition	Detail
10-Year Plan	Council's adopted Long-Term Plan (LTP) as defined by the Local Government Act 2002.
Community Organisation	A not-for-profit organisation that has the primary objective to provide programmes, services or activities that benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton. A community organisation must be a legal entity with a constitution or trust deed, have a minimum of 4 trustees or governance committee members, a bank account and have been in operation for a minimum of 12 months.

### Policy - General

4. The total financial assistance provided to the community through grants and funding covered by this Policy is set out in the 10 Year Plan budget, currently this is \$1,160,000 per annum, split into the following grant programmes;
  - a. Community Event Fund will be \$50,000 per year
  - b. The Multi-Year Community Grant will be allocated up to a maximum of \$850,000 per year for each of the 3 year term
  - c. The total remaining after allocating the Multi-Year Community Grants will be allocated through the Single-Year Community Grants. The minimum available will be \$260,000 per year.
5. The criteria for applying for the Multi-Year Community Grants, Single-Year Community Grants and the Community Events Fund are set out in Schedules 2-5.
6. An allocation committee is delegated to assess applications for funding from the Single-Year and Multi-Year Community Grants based on the criteria outlined in Schedule 4 and 5.
7. The allocation committees for both the Single-Year and Multi-Year Community Grants will have a membership of seven, consisting of two elected members and five community representatives selected by the General Manager Community.
8. Council staff will assess and recommend allocation of the Community Events Fund Grants. The General Manager Community will approve the final allocation. Consideration will be given to diversity of events and the spread across the City. On completion a report will be presented to Council.

### Monitoring and implementation

9. Implementation of this policy will be monitored by the General Manager Community. This policy will be reviewed, at the request of the Council, in response to any relevant legislative amendment, or every three years (whichever comes first).

## Schedule 1 – Community Assistance Funding Process



## Schedule 2 – Community Assistance general criteria and guidelines

### 1. What are the funding Considerations?

Funding consideration will be given to community organisations which:

- a. Strengthen participation across diverse communities
- b. Build the capability of communities to become sustainable
- c. Work collaboratively across the community sectors.

### 2. How must applications be made?

- a. All applications must be made through the Hamilton City Council online system.  
[www.hamilton.govt.nz/communityfunding](http://www.hamilton.govt.nz/communityfunding)
- b. No paper applications will be accepted.

### 3. What will not be funded?

- a. Projects or operational costs already substantially funded by Hamilton City Council.
- b. Retrospective funding, i.e. Projects that have already started or have been completed.
- c. Political organisations or social clubs.
- d. Repayment of debt, Loan, mortgage repayments or investments of any kind.

### 4. What must accompany the application?

- a. The applicant's annual financial accounts.  
(The annual accounts should comply with current NZ GAAP (Generally Accepted Accounting Practice in New Zealand) as outlined in the Charities Amendment Act 2014)
- b. The applicant's statement of financial position showing year to date income and expenditure, this needs to be no greater than six months old.
- c. Accountability must have been received for previous grants before any new grant application will be processed.
- d. Current proof of bank account in the name of the applicant group for each account held.
- e. A printed bank deposit slip with the name and account details of the applicant group.

### 5. What are the requirements that have to be met?

- a. All successful applications will be required to complete a grant agreement prior to payment of the grant.
- b. Successful applicants must adhere to the funding reporting requirements as prescribed by Council.
- c. All recipients of community grants will provide periodic accountability reports documenting how their activities have contributed to the objectives for which the funding was allocated.
- d. Recipients that fail to submit acquittal reports, or that have not spent the money in accordance with the application/contract shall not be eligible for any further Council grants until:
  - i. Accountability conditions have been met and/or grant monies returned and;
  - ii. the organisation can demonstrate their ability to meet Council's eligibility criteria for a grant;
  - iii. and the organisation is capable of delivering the project outcomes of which they are making an application for.

## Schedule 3 – Community Event Fund criteria and guidelines

### 1. Background

Hamilton City Council's Community Event Fund supports not-for-profit community organisations that host inclusive, free or low cost events with a high profile in our community.

### 2. What Costs will be funded?

Community Event Funds will fund organisations for costs associated with organizing and delivering high profile community events.

### 3. Who will be given priority?

Small community-led events or cultural celebrations open to wide community participation with a target audience of 1000 people or more.

### 4. Application process:

How much is available?	\$50,000 per annum
How much can I apply for?	Maximum grant \$5,000
When can I apply?	Fund opens (annually) 1 July Fund Closes (annually) 31 July
Grant decision	Applicants will be advised by 11 September

### 5. Who can apply?

- Applicants must be a legally constituted not for profit community group (charitable trust or incorporated society). The applicant group must have a Trust Deed or Constitution with a minimum of four board or committee members. The applicant group must have been operating for a minimum of 12 months.
- Events must take place within the Hamilton city boundaries.
- Organisations must have the capacity to deliver outcomes.

### 6. What are the requirements that have to be met?

In addition to the general requirements in schedule 1, successful applicants will also;

- All recipients of community event fund will provide accountability report documenting how their activities have contributed to the objectives for which the funding was allocated. This report is due in June.

## Schedule 4 – Multi-Year Community Grant criteria and guidelines

### 1. Background

Hamilton City Council's Multi-Year Community Grant supports the operational management of community infrastructure. The community gathering spaces, to deliver services, programmes and activities that benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton.

### 2. What Costs will be funded?

Multi-Year Community Grants will fund organisations for operating costs delivering:

- A multi-purpose space available for the community to utilise.
- Opportunities for the wider community to increase social connection.
- Programmes and activities delivered in the facility that addresses the needs of the local community.

### 3. Who will be given priority?

Emphasis for Multi-Year Community Grants will be given to groups who provide or manage community spaces/ facilities used by the community and/or other groups. These organisations may also provide a range of services to the community.

### 4. Application process:

How much is available?	Maximum funds available \$850,000 per annum
When can I apply?	Fund opens November 2017 Fund Closes December 2017 This grant is only open for applications every 3 years
Grant decision	Applicants will be advised in February 2018

### 5. Who can apply?

- Applicants must be a legally constituted community group or organisation registered with charities services (not for profit, charitable trust, incorporated society), which:
- Are located in Hamilton
- Are sustainable and have the capacity to deliver agreed outcomes
- The word 'community' is used in its broadest sense: it signals that our multi-year grants programme will support the social, cultural, arts and environmental wellbeing of Hamilton people and neighbourhoods.

### 6. What are the requirements that have to be met?

In addition to the general requirements in schedule 1, successful applicants will also;

- Provide six-month reports, documenting how their activities have contributed to the objectives for which the funding was allocated.
- A Hamilton City Council staff member will visit and meet with all multi-year community grant recipients on an annual basis. The purpose of the visit is to build a relationship between Hamilton City Council and the grant recipient as well as inform on progress and development.
- All multi-year grant recipients will be invited to an annual network meeting hosted by Hamilton City Council. The purpose of this meeting is to build collaboration and cohesion among multi-year community grant recipients and provide an opportunity for feedback on Council processes and systems.

## Schedule 5 – Single-Year Community Grant criteria and guidelines

### 1. Background

Hamilton City Council's Single-Year Community Grant supports not-for-profit community organisations that deliver services, programmes and activities that benefit the social, cultural, arts and environmental wellbeing of communities in Hamilton.

### 2. What Costs will be funded?

Single-year grants will fund organisations for:

- a. Operating and administrative costs.
- b. Programme development and implementation.
- c. Equipment and resources that support the project or organization.

Please note; this fund is for projects and activities taking place from April to January.

### 3. Who will be given priority?

- a. Consideration will be given to the number of volunteer hours contributed and any in kind donations toward the project.
- b. Preference will be given to organisations that have a total annual income under \$500,000.

### 4. Application process:

How much is available?	Minimum funds available \$260,000 per annum
How much can I apply for?	Maximum grant \$8,000
When can I apply?	Fund opens (annually) 1 February Fund closes (annually) 1 March
When will I know?	Applicants will be advised by 12 April

### 5. Who can apply?

- a. Applicants must be a legally constituted not for profit community group, (charitable trust or incorporated society).
- b. The applicant group must have a Trust Deed or Constitution and operate with a minimum of four trustees or committee members.
- c. The applicant group must have been in operation for a minimum of 12 months.
- d. Projects must take place within the Hamilton city boundaries.
- e. Organisations must have the capacity to deliver outcomes.
- f. The word 'community' is used in its broadest sense: it signals that our single-year community grants programme will support the social, cultural, arts and environmental wellbeing of Hamilton people and neighbourhoods.

### 6. What will not be funded?

- a. Groups who already receive a Hamilton City Council Multi-Year Community Grant.

### 7. What are the requirements that have to be met?

In addition to the general requirements in schedule 1, successful applicants will also;

- a. All recipients of single-year community grant will provide accountability report documenting how their activities have contributed to the objectives for which the funding was allocated. This report is due in January.

# Council Report

Item 10

**Committee:** Community and Services Committee  
**Date:** 31 October 2017  
**Author:** Kelvin Powell  
**Authoriser:** Blair Bowcott  
**Position:** City Safe Unit Manager  
**Position:** Executive Director Special Projects  
**Report Name:** Civil Defence Emergency Management (CDEM) Update

<b>Report Status</b>	<i>Open</i>
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## Purpose

1. To inform the Community and Services Committee on progress on the shared service arrangement with Waikato Regional Council for the delivery of Civil Defence Emergency Management (CDEM) activity on behalf of Hamilton City Council.

## Staff Recommendation

2. That the Community and Services Committee receives the report.

## Executive Summary

3. In August 2016 Council approved a service level agreement with Waikato Regional Council (via the Waikato Group Emergency Management Office) to deliver Hamilton City Council's Civil Defence Emergency Management (CDEM) for a term of six years and nine months. At the 1 June 2017 Council meeting the approved contract sum was amended to reflect additional costs.
4. A condition of the contract was a report back to Council on a quarterly basis on the performance and delivery of the work plan.
5. The Waikato Group Emergency Management Office Manager has provided a quarterly report on Hamilton CDEM activity and will attend the meeting to answer any questions.

## Discussion

6. In 2016, a review of CDEM activity in Hamilton and an evaluation of suitable delivery options were undertaken. The conclusion was to engage the Waikato Group Emergency Management Office to deliver Hamilton City Council's Civil Defence Emergency Management activity.
7. The benefits of entering such a shared service agreement were considered to be:
  - Access to and co-location with operationally skilled staff;
  - The ability for Hamilton City Council to maintain capability over the long term;
  - Shared facilities and other resources;
  - Purchasing efficiencies;
  - The ability to raise Hamilton City Council's level of capability in the shortest timeframe;

- Having the HCC Emergency Operations Centre (EOC) located with Waikato Group Emergency Management Office in an Importance Level (IL) 4 building.
8. Staff are required to report quarterly to Council on the performance and delivery of the CDEM work plan. The report is included in Attachment 1.
  9. Good progress continues to be achieved on the agreed work programme and areas of priority.

### **Financial Considerations**

10. The total cost of the shared service contract approved by Council was \$3.1 million spread over the six year nine month life of the contract at an annual average contract cost of \$460,000.

### **Legal and Policy Considerations**

11. Hamilton City Council is obligated by Section 64 of the Civil Defence Emergency Management Act 2012 to “plan and provide for civil defence emergency management within its district”.

### **Risks**

12. The shared service contract arrangement with Group Emergency Management Office for the method of service delivery does not release Hamilton City Council of its obligations and accountability for the implementation and integration of civil defence.

### **Attachments**

Attachment 1 - Civil Defence Emergency Management - Quarter 1 Report



To: Hamilton City Council (HCC)  
 From: Waikato Civil Defence Emergency Management (CDEM) Controller/Manager  
 Date: 05/10/17  
 Subject: Hamilton City CDEM Professionals Quarterly Report  
 Report prepared by: Andy BuBear - Planning & Strategy

### Staffing

Since the last report presented on the 17<sup>th</sup> July 2017, Hamilton City Council (HCC) Civil Defence Emergency Management (CDEM) roles have remained filled and the staff have actively focussed the majority of their labour on delivering those aspects of CDEM business that have been predetermined as priority work programme areas.

### Priority Work Programme areas resulting from recommendations

Figure 1. Metrics key

Stages	Status			
Planning	Completed	On Plan	Off Plan - Plan for recovery in plan	Help Needed
Implementation				
Functional				
Optimal				

Figure 2. Work Programme status – October 2017

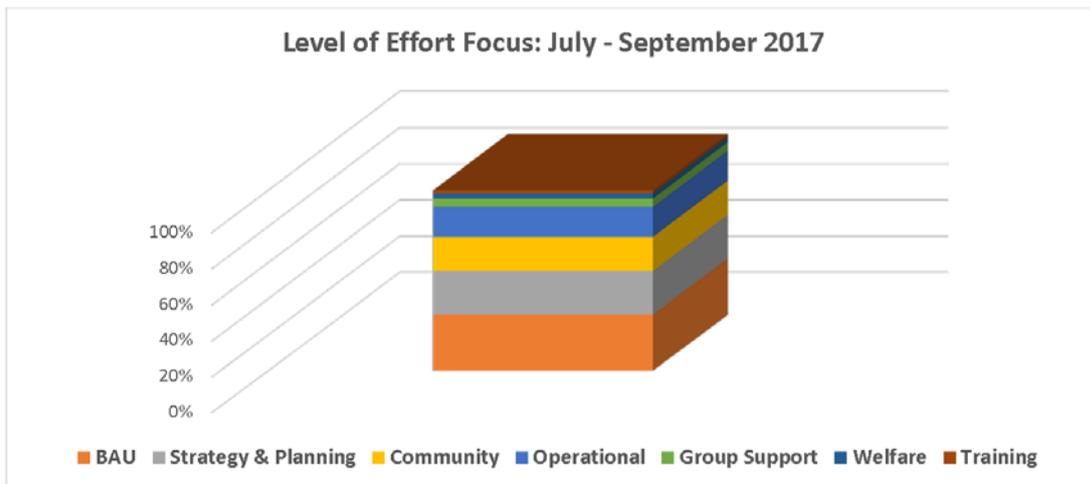
RECOMMENDATION	Planning	Implementation	Functional	Optimal
<b>Enhancing capability to recover from emergencies</b>				
Appointment of a Recovery Manager				
Review of Hamilton City Council (HCC) Local Recovery Plan to comply with the latest amendments conducted in 2017. Recovery to be included in all exercises.				
<b>Welfare: enhancing HCC capability to manage emergencies</b>				
Sustainment of appropriate Hamilton City Council (HCC) Welfare Manager position				
Confirmation of terminology associated with Recovery Coordination Centres / Civil Defence Centres / Recovery Assistance Centres to prevent confusion on any activation of the revised Local Recovery Plan				
Welfare strategic plan				
Any outcomes of the Civil Defence Centre (CDC) project to be included in all Civil Defence Emergency Management (CDEM) documentation for standardisation, in particular the revised Hamilton City Response Plan				
Re-establishment of Local Welfare Committee (LWC) with identification of appropriate local level agencies for its membership and the draft LWC terms of reference (TOR)				
<b>Increasing Community Resilience through understanding and participation in CDEM</b>				
Development of a Community Resilience Strategy and a public education programme				
Integration and Co-ordination between Hamilton City Council (HCC) Civil Defence Emergency Management (CDEM) coordinators and the Hamilton City Council (HCC) Community Development Team for development of resilience, social capital and neighbourhood response plans tailored to specific communities				
Review of the current Community Response Plan and the promotion of Civil Defence Emergency Management (CDEM) information to public				

1

Priority development of the relationship between the Hamilton City Council (HCC) Communications Team and the Civil Defence Emergency Management (CDEM) coordinators for coordination of Public Information Management (PIM) activities				
<b>Operations: Enhancing HCC CDEM training and exercise programme</b>				
Development of Hamilton City Council (HCC) Civil Defence Emergency Management (CDEM) training and exercise Programme				
Review and update Hamilton City Council (HCC) Emergency Operating Centre (EOC) in line with regional and national best practice				
Appointment of an Alternate Local Controller				
Alternate Emergency Operating Centre (EOC) arrangements are established				
<b>HCC integration: Increasing Readiness through participation in CDEM activities</b>				
Hamilton City Council (HCC) Human Resources (HR) and Civil Defence Emergency Management (CDEM) collaboration to develop a training programme: increasing Emergency Operating Centre (EOC) staffing sustainability beyond the initial stages				
Review the effectiveness of current and alternate Emergency Operating Centre (EOC) sites and corrective actions for any Information Communications Technology (ICT) issues				
Hamilton City Council (HCC) give full effect to the HCC/Waikato Regional Council Service Level Agreement (SLA) requirements, and consider how it provides an environment of success for the embedding of Civil Defence Emergency Management (CDEM) staff on a 24/7 basis including the resolution of connectivity issues				

**Priority Work Programme Metrics**

Figure 3. Work Programme Metrics – October 2017



The majority of the team’s 1404 hours of effort, over the last quarter, has fallen into the areas of business as usual activities (BAU), strategy and planning, community engagement and operational capability development. Effort in the more administrative based aspects of BAU and Strategy and Planning is to be expected at this point, with a number of policies, plans and procedures under development or review. As the team progresses the programme, Council should expect to see less focus on administrative matters over time, noting that a strategic planner was engaged for the first two years to ensure HCC met all planning obligations while the rest of the team progressed on improving community and business resilience.

Support to the group was in the form of cultural engagement which will ultimately benefit HCC. Such support is an expectation on the group’s member councils and represented 26 hours of staff time. A further 38 hours was spent staffing the Group Emergency Coordination Centre (GECC) in support of recent activations. Other than in emergency situations, time spent in support of the GEMO office will normally be reimbursed through the assignment of a GEMO resource to HCC for local CDEM delivery.

**Civil Defence Centre Project (CDC)**

In addition to the two identified Civil Defence Centres (CDC's), which are at FMG Stadium and Claudelands Event Centre, work is underway to identify and establish at least four more CDC in strategic locations within the city boundaries. Schools are not automatically designated CDC's however in some locations they may be the most appropriate location.

Our Emergency Management planning also needs to include Community Led Centres (CLC) across the City, including Marae which will be categorised as either Level one, two or three depending on the level of support they can provide without assistance. A level three CLC would be a facility capable of standing up as a Civil Defence Centre. Community Led Centres will be identified either in the development of a Community Response Plan or as a result of a Community Response Plan.

Engagement has commenced developing a Community Response Plan and either CLC and CDC at the Western Community Centre. Part of this engagement process includes HCC Emergency Management Officers providing an interactive display at 'Treats in the Park', which is a community event on 31 October 2016 attended by around 2500 children. The first community meeting to table Community Response Planning is set for early December 2017.

The time spent establishing a Community Response Plan and CLC or CDC is being collated for consideration of future community engagement planning and development.

Hamilton COMMS staff have been working to address some changes to the HCC Emergency Management information on the website. This includes some redaction of schools being CDC as well as renaming the current Community Response Plan, which is a document that provides emergency survival information.

**Operations Report**

There have been no emergency events during this period and no issues from Duty week coverage within Hamilton. Of note there have been several Waikato River level 14 meter activations consistent with the weather across the region.

The current HCC Emergency Operations Centre (EOC) is maintained in a state of readiness should there be a need to activate during an event, pending completion of the new IL4 building (Genesis) and occupation mid December 2017.

The Amateur Radio Emergency Communications (AREC) Group has renewed its memorandum of understanding with CDEM, ensuring that this volunteer group is ready to support CDEM in a local event should there be a need for radio operators.

The Hamilton Duty truck has been fitted with VHF, Fleetlink and DMR (Digital Mobile Radio), PA system, flashing lights and siren. Currently only one HCC Emergency Management Officer has received response driver with training planned for the other two. The vehicle is retained weekly by the rotational Duty Officer and used daily by HCC CDEM staff.

**CDEM Training / Exercise Program**

A Training and Exercise Implementation Plan 2017 is currently in its draft format requiring some minor adjustments and the inclusion of a corrective actions register. The Plan provides the intent for each quarter and a role specific exercise calendar with exercises being run on four occasions each month from November 2017.

During this quarterly period 56 HCC staff completed CDEM training as per the table below.

Figure 5.HCC Staff Training Attendance 4<sup>th</sup> Quarter – October 2017

Course	Number of Trainees
CC Foundation	4
CC Intermediate	7
EMIS Welfare Registration	3
Delivery of Welfare Services in a CDC	32
CIMS 2 and 4	8
CC Welfare Function	2
<b>Total number of HCC staff trained:</b>	<b>56</b>

This brings the total number of HCC staff with some Integrated Training Framework to 264.

### Community Engagement

Much of the work programme HCC Civil Defence Emergency Management officers are focussing on has crossover, and collaboration continues to be a strength for us with renewed or new engagement and traction in a number of areas.

Iwi relationships and connecting with Iwi representation remains positive. HCC CDEM staff spent two days at Turangawaewae Marae for the Koroneihana celebrations on 18 and 19 August 2017, providing information and Emergency Management resources to members of the public. Community engagement following this event has experienced people in communities and organisations commenting that they met us at Koroneihana .

Planning for Waikato show 2018 is underway and involves us leading the engagement with emergency services and others to commit to this local event.

Work is underway to finalise the operational support the Kirikiriroa Maori Wardens can render as volunteers during an event, and should be in place by the end of November.

The attendance at Volunteering Waikato training and Stakeholder meetings is developing a local relationship between HCC Emergency Management Officers and Volunteering Waikato staff. One goal for volunteers is to identify skilled people who will engage in the Integrated Training Framework and be able to work in EOC and CDC.

Figure 6. Number of Engagements

Partnerships	Engagements	Number
Iwi Relationships	Koroneihana , Waikato Tainui, Kirikiriroa Marae, Iwi Relationships Forum WRC	17
Volunteer Organisations	Red Cross, Volunteering Waikato, Maori Wardens, Neighbourhood Support	11
Tertiary Institutions	UoW	8
Lifeline Utilities	Lifelines Utilities Conference, HCC Waters, Facilities	4
Emergency Services	NZ Police, Fire Emergency NZ, St John	13
Hamilton City Council	Welfare Managers / Committee / Coordination Group, Staff Training, H3	17
Business Community	Hamilton Central Business Association	5
Government Departments	DHB, TPK, MSD, MVCOT, Probation, WRC Hazards Team	19
Faith Based Communities	St Aidens, Mormon Church	12
Communities	Single Parent Services, Family Start, Youth Services, Age Concern, Disability	15

4

Services, Migrant, Western Community Centre	
<b>Total</b>	<b>121</b>

**Welfare**

Recently the proposed component of the draft Hamilton City Resilience Strategy, was socialised with the HCC Welfare Manager and it was established that Emergency Management is not currently in their work program. The local welfare committee continues to develop and maintain momentum moving into some drills and exercises to strengthen readiness and response capability.

**Emergency Mobile Alerts**

The Government will soon be launching a new service to keep people informed in an emergency. Led by the Ministry of Civil Defence & Emergency Management, Emergency Mobile Alerts can be used by NZ Police, Fire and Emergency NZ, MPI, Ministry of Health and Civil Defence Emergency Management to alert people if their lives, property or health are at serious risk. The system uses cell broadcast technology to send messages to enabled phones, so alerts can be targeted to specific geographic locations. People won't need to sign up to receive alerts, or download an app; alerts will be sent to every enabled phone in the region.

**Plans / Strategy**

Below is the first draft concept of the Hamilton City Council Resilience Strategy. Sitting behind this document is an implementation plan which is currently being developed. The implementation plan has either an explanation or aspirational goal linked to everything outlined in the one page strategy.

In order for the strategy to be meaningful, we will firstly be relying on the various units within HCC and staff to take ownership and drive some change. Socialising and consultation with these various units has begun and will be a focus over the next quarter.

**Hamilton City Council**  
Te Kauhāhara o Kōwhiriwa

**Resilience Strategy** 2017-2020  
Giving us the capacity to survive a crisis and thrive in an uncertain world

**HAMILTON CITY COUNCIL**  
EMERGENCY MANAGEMENT

**OUR AIM**  
Develop and increase resilience for ourselves, whānau, friends, businesses and communities.

**OUR MISSION**  
Empower Kiwis to take responsibility for their emergency preparedness.

**OUR VISION**  
Emergency preparedness is a part of everyday life.

**WHY**  
INCREASED UNDERSTANDING AND AWARENESS OF OUR HAZARDS  
EARTHQUAKES, SEVERE WEATHER, DROUGHTS, FLOODS, LANDSLIDES, FIRES, PANDEMIC, CHEMICAL SPILL, LIFE LINE DISRUPTION, CYBERCRIME, MASS CASUALTY, TERRORISM, CLIMATE CHANGE, VOLCANO

**WHO**  
INCREASED EMERGENCY MANAGEMENT AWARENESS, ENGAGEMENT AND PREPAREDNESS  
INDIVIDUALS, FAMILIES, MARAE, VOLUNTEERS, SCHOOLS, TERTIARY INSTITUTIONS, LIFELINE UTILITIES, EMERGENCY SERVICES, HAMILTON CITY COUNCIL, BUSINESSSES, GOVERNMENT DEPARTMENTS, FAITH-BASED COMMUNITIES, VULNERABLE COMMUNITIES, WAIKATO ZAKHILL

**HOW**  
SENDAI FRAMEWORK, CDEM NATIONAL PLAN, WAIKATO CDEM GROUP PLAN, REGIONAL POLICY STATEMENT, DIRECTOR'S GUIDELINES, COMMUNITY DEVELOPMENT TEAM, BUSINESS CONTINUITY PLANNING, COMMUNITY RESPONSE PLANS, COMMUNITY LED CENTRES, CIVIL DEFENCE CENTRES, PUBLIC EDUCATION, CDEM EMO, HAMILTON TEN YEAR PLAN, HAMILTON BUSINESS PLAN, HAMILTON WELFARE PLAN, HAMILTON FUTURE PROOF STRATEGY, HAMILTON LOCAL RECOVERY PLAN, HAMILTON CDEM PLAN, TRAINING EXERCISES, INTERNAL COMMUNICATION, EXTERNAL COMMUNICATION, LEGISLATION, CIMS

**LEGISLATION**  
CDEM ACT 2002, HEALTH AND SAFETY AT WORK REVISION 15, RESOURCE MANAGEMENT ACT 1991, FIRE EMERGENCY NZ ACT 2017, HAWKINS BAY PORT ACT 1986, SPERMATIC PREPARATION ACT 2006, SUBSTANCE HANDLING AND HAZARD CONTROL ACT 1941, HAZARDOUS SUBSTANCES AND NEW ORGANISMS ACT 1996, LOCAL GOVERNMENT ACT 2002, RESOURCE ACT 1982, BUILDING ACT 2004, NZ BUILDING CODE, HEALTH ACT 1955, RESERVE ACT 1977

**Think differently**      **Act With Integrity**      **Work Together**      **Make It Happen**

## 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. 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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