

**Notice of Meeting:**

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

**Date:** Wednesday 16 February 2022  
**Time:** 9.30am  
**Meeting Room:** Council Chamber and Audio-visual Link  
**Venue:** Municipal Building, Garden Place, Hamilton

Lance Vervoort  
Chief Executive

---

## Hearings and Engagement Committee

### *Komiti Whiriwhiri Kaupapa*

### OPEN AGENDA

---

**Membership**

**Chairperson** Cr E Wilson  
*Heamana*

**Deputy Chairperson** Cr M Donovan  
*Heamana Tuarua*

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

**Meeting frequency** As required

**Quorum**  
Eight Members

---

Amy Viggers  
*Mana Whakahaere*  
Governance

**2 February 2022**

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

## **Purpose**

1. To conduct fair and effective hearings and make determinations on a range of the Council's quasi-judicial functions under legislation and other matters as referred to the Committee.
2. To convene and coordinate advisory groups on matters referred by other Committees.

<b>The Committee is delegated the following Terms of Reference and powers:</b>
--

### **Terms of Reference:**

1. Hear and determine any statutory or regulatory hearings under relevant legislation unless otherwise delegated by Council, including (but without limitation):
  - objections under the Dog Control Act 1996;
  - matters regarding drainage and works on private land under the Local Government Act 1974 and Local Government Act 2002;
  - proposals for temporary closure of any road.
2. Consider and determine changes to the registers and restrictions in the Traffic Bylaw and Speed Limit Bylaw, including hearing any submissions relating to those proposed changes.
3. Hear and determine matters arising under current bylaws and policies, including applications for dispensation from compliance with the requirements of bylaws or policies, unless such matters are otherwise delegated by Council.
4. Hear and determine other matters that require hearings or submissions, as referred by Council or other Committees.

### **The Committee is delegated the following powers to act:**

- Approval of matters determined by the Committee within its Terms of Reference.
- Approval of the establishment of hearings panels and their terms of reference.

### **The Committee is delegated the following recommendatory powers:**

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

### **Special Notes:**

- The Committee may request expert advice through the Chief Executive when necessary.
- The Committee may appoint additional members for hearings where the relevant terms of reference specify the requirement for expert or external representation.

ITEM	TABLE OF CONTENTS	PAGE
1	Apologies – <i>Tono aroha</i>	4
2	Confirmation of Agenda – <i>Whakatau raarangi take</i>	4
3	Declarations of Interest – <i>Tauaakii whaipanga</i>	4
4	Confirmation of the Hearings and Engagement Committee Open Minutes of 2 November 2021	5
5	Confirmation of the Hearings and Engagement Committee Open Minutes of 4 November 2021	9
6	Hearings Report - Review of the Naming of Roads, Open Spaces and Council Facilities Policy	12

**1 Apologies – *Tono aroha***

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

The Committee to confirm the agenda.

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

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

# Council Report

Item 4

**Committee:** Hearings and Engagement Committee

**Date:** 16 February 2022

**Author:** Narelle Waite

**Authoriser:** Michelle Hawthorne

**Position:** Governance Advisor

**Position:** Governance and Assurance Manager

**Report Name:** Confirmation of the Hearings and Engagement Committee Open Minutes of 2 November 2021

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

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

That the Hearings and Engagement Committee confirm the Open Minutes of the Hearings and Engagement Committee Meeting held on 2 November 2021 as a true and correct record.

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Hearings and Engagement Committee Open Unconfirmed Minutes - 2 November 2021

## Hearings and Engagement Committee *Komiti Whiriwhiri Kaupapa* OPEN MINUTES

Minutes of a meeting of the Hearings and Engagement Committee held via Audio Visual Link on Tuesday 2 November 2021 at 2.03pm.

### PRESENT

**Chairperson** Cr E Wilson

*Heamana*

**Deputy Chairperson** Cr M Donovan

*Heamana Tuarua*

### Members

Mayor P Southgate

Deputy Mayor G Taylor

Cr K Naidoo-Rauf

Cr R Pascoe

Cr M Gallagher

Cr S Thomson

Cr M van Oosten

Cr A O'Leary

### In Attendance

Eeva-Liisa Wright – General Manager Infrastructure Operations

Robyn Denton – Acting Unit Manager Transport

Phoebe Flexman – Transport and Urban Mobility Planner

### Governance Staff

Governance Team Leader – Amy Viggers

Governance Advisor – Narelle Waite

### 1. Apologies - *Tono aroha*

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

That the apologies for absence from Crs Macpherson and Bunting and for partial attendance from Mayor Southgate are accepted.

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

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

That the agenda is confirmed.

*Cr Gallagher joined the meeting (2.04pm) at the conclusion of the above item. He was not present when the matter was voted on.*

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

No members of the Council declared a Conflict of Interest.

#### 4. Confirmation of the Hearings and Engagement Committee Open Minutes of 13 October 2021

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

That the Hearings and Engagement Committee confirm the Open Minutes of the Hearings and Engagement Committee Meeting held on 13 October 2021 as a true and correct record.

#### 5. Traffic Bylaw Review – Submissions and Hearings report

The Acting Unit Manager Transport introduced the report noting the required legislative process to update the Bylaw, the consultative process and the options presented.

[Joy Ho, Chris Ford and Maurice Flynn \(Disabled Persons Assembly\)](#) spoke to their submission noting concerns over access for mobility devices, shared pathways navigation, connectivity of pedestrian walkways, and homelessness.

[Sue Griffin](#) spoke to her submission noting vehicle access and shared pathways, micro-mobility and skateboarding in Garden Place. She responded to questions from Members concerning regularity and timing of skateboarders in Garden Place.

[Graham Derrick \(Te Whanau Roopu O Aotearoa\)](#) spoke to his submission noting legislative requirements concerning shared pathways. He responded to questions from Members concerning pedestrian crossings and legislative requirements.

Members requested the following matters be addressed in the deliberations report to the Infrastructure Committee meeting:

- definition of pedestrian;
- relation to the national regulations;
- responses to the five recommendations in the Disabled Persons Assembly submission;
- freedom camping and homelessness; and
- public education concerning shared zones.

**Staff Actions:** *Staff undertook a report back to Members concerning cyclist use of upgraded intersections, such as the Claudelands Victoria Street intersection, via a future Infrastructure Operations Committee; noting the interest expressed by submitters in this matter and recognising that it is out of scope of the Traffic Bylaw deliberations report.*

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

That the Hearings and Engagement Committee:

- a) receives the report;
- b) hears and considers public submissions with regard to the consultation process that was held for the proposal to retain the current Traffic Bylaw and make minor amendments under Section 83 of the Local Government Act 2002, undertaken from 23 August 2021 to 23 September 2021; and
- c) notes that a Deliberations and Adoption Report that includes feedback from the consultation and hearings will be brought to the Infrastructure Operations Committee on 7 December 2021.

*Cr Naidoo-Rauf joined the meeting (2.16pm) during the discussion of the above item.*

*Mayor Southgate retired from the meeting (2.18pm) during the discussion of the above item. She was not present when the matter was voted on.*

*Cr Naidoo-Rauf retired from the meeting (2.35pm) during discussion of the above item. She was not present when the matter was voted on.*

## 6. Parking Restrictions and Traffic Bylaw Changes

The Acting Unit Manager Transport spoke to the report noting the shuttle bus park space and mobility parking on Hood Street.

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

That the Hearings and Engagement Committee:

- a) receives the report;
- b) approves the changes to parking restrictions and controls as set out in the table below:

Location	Amendments to current restrictions
Hamilton Central Transport Centre Carpark	Remove 2 carpark spaces to install 1 Shuttle Bus Park space for the Demand Responsive airport service, by: <ul style="list-style-type: none"> <li>a) Installation of a 9m 'P30 Shuttle Parking At All Times'</li> <li>b) Rescind 6.5m of '15min – 8am – 6pm Mon-Fri' parking</li> </ul>
Hood Street	Add 1 Mobility carpark outside #33 Hood St, by: <ul style="list-style-type: none"> <li>a) Installation of 4m 'P120 Mobility Parking'</li> <li>b) Rescind 8.5m No Stopping restriction</li> <li>c) Gazetting existing '4m' 'P120 CDB Zoned Parking'</li> <li>d) Gazette New Length '48.5m' No Stopping restriction</li> </ul>

## 7. Temporary Road Closures for Parade to Celebrate 100 years of Waikato Rugby Union

The Acting Unit Manager Transport spoke to the report noting the impact of Covid-19 on planning events like the proposed parade. She responded to questions from Members concerning the pathway to Claudelands Event Centre from Victoria Street.

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

That the Hearings and Engagement Committee:

- a) receives the report;
- b) approves the notification of intent for closure of Knox Street between Anglesea Street and Victoria Street under the provisions of the Local Government Act 1974, Schedule 10, Clause 11 (e) to accommodate a Mooloo paraded to celebrate 100 years of Waikato Rugby Union that has been rescheduled due to COVID 19 restrictions during 2021:
- c) approves the temporary closure of Knox Street between Anglesea Street and Victoria Street under the provisions of the Local Government Act 1974, Schedule 10, Clause 11(e) to accommodate a Mooloo paraded to celebrate 100 years of Waikato Rugby Union that has been rescheduled due to COVID 19 restrictions during 2021:
- d) notes that the details of the specific event and closure times will be notified in a public Notice of Decision at least 24 hours before the event following consultation with NZ Police and Waka Kotahi NZ Transport Agency; and
- e) notes that the temporary road closures as outlined in c) above will be for a period or periods not exceeding the aggregate 31 days within 2021.

**The meeting was declared closed at 3.02pm.**

# Council Report

Item 5

**Committee:** Hearings and Engagement Committee

**Date:** 16 February 2022

**Author:** Narelle Waite

**Authoriser:** Michelle Hawthorne

**Position:** Governance Advisor

**Position:** Governance and Assurance Manager

**Report Name:** Confirmation of the Hearings and Engagement Committee Open Minutes of 4 November 2021

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

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

That the Hearings and Engagement Committee confirm the Open Minutes of the Hearings and Engagement Committee Meeting held on 4 November 2021 as a true and correct record.

## Attachments - *Ngaa taapirihanga*

Attachment 1 - Hearings and Engagement Committee Open Unconfirmed Minutes - 4 November 2021

## Hearings and Engagement Committee

### *Komiti Whiriwhiri Kaupapa*

Minutes of a meeting of the Hearings and Engagement Committee held via Audio Visual Link on Thursday 4 November 2021 at 2.00pm.

#### PRESENT

**Chairperson** Cr E Wilson

*Heamana*

**Deputy Chairperson** Cr M Donovan

*Heamana Tuarua*

#### Members

Mayor P Southgate

Deputy Mayor G Taylor

Cr M Bunting

Cr R Hamilton

Cr D Macpherson

Cr K Naidoo-Rauf

Cr R Pascoe

Cr M Gallagher

Cr S Thomson

Cr M van Oosten

Cr A O'Leary

#### In Attendance

Chris Allen – General Manager Development

Robyn Denton – Acting Unit Manager Transport

James Clarke – Director of the Mayor's Office

#### Governance Staff

Amy Viggers – Governance Team Leader

Narelle Waite – Governance Advisor

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

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

That the apologies for partial attendance from Cr Naidoo-Rauf are accepted.

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

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

That the agenda is confirmed.

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

Cr Donovan noted he has an interest in Item 4 (Wairere Drive Speed Limit Reduction Proposal – Submissions and Hearings report) relating to submissions received, but noted he was not conflicted and would participate in discussion and vote on the matter.

#### 4. Wairere Drive Speed Limit Reduction Proposal – Submissions and Hearings report

The Acting Unit Manager Transport spoke to the report noting the section included in the proposed speed limit reduction, the consent condition requiring the speed limit reduction, and the public consultation process including the options presented and submission received.

[Bill McMaster \(Waikato District AA\)](#) spoke to the Waikato District AA submission noting the roads purpose as a major arterial route, creation of rat runs, the Resource Management approval process, the proposal's misalignment with the Hamilton Speed Management Plan, and public response against the proposal. He responded to questions from Members concerning pedestrian and cycleways, and control signals effect on peak hour traffic.

[Tapua Gudgeon](#) spoke to his submission noting his regular use of the road, delays caused by the existing traffic lights and road accidents caused by impatient drivers.

[Raymond Mudford](#) spoke to his submission noting the speed reduction is not included in a wider roading strategy and concern that the proposal is in response to a business' requirement. He responded to questions from Members concerning the community Mr Mudford represents.

Members requested the following matters be addressed in the deliberations report to the Infrastructure Committee meeting:

- traffic light phasing management along Wairere Drive to reduce congestion;
- infrastructure requirements to support the proposed speed limit reduction;
- examples of similar intersection design (Karewa intersection) and spacing (i.e. three signalised intersections within 400m;
- data on existing speeds, congestion and accident rates;
- modelling for increased effect on congestion and accidents;
- the speed reduction's effect on the network and upcoming ring road projects; and
- examples of driver habits on roads where speed limits vary.

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

That the Hearings and Engagement Committee:

- a) receives the report;
- b) hears and considers public submissions with regard to the consultation process that was held for the proposal to lower the speed limit on a section of Wairere Drive under Section 83 of the Local Government Act 2002, undertaken from 30 August 2021 to 27 September 2021; and
- c) notes that a Deliberations and Adoption Report that includes feedback from the consultation and hearings will be brought to the Infrastructure Operations Committee on 7 December 2021.

*Cr Naidoo-Rauf joined the meeting (2.31pm) during submissions on the above item. She was present when the matter was voted on.*

**The meeting was declared closed at 3.04pm.**

# Council Report

**Committee:** Hearings and Engagement Committee  
**Date:** 16 February 2022  
**Author:** Sandra Murray  
**Authoriser:** Blair Bowcott  
**Position:** Consultant  
**Position:** General Manager Growth  
**Report Name:** Hearings Report - Review of the Naming of Roads, Open Spaces and Council Facilities Policy

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

## Purpose - *Take*

1. To inform the Hearings and Engagement Committee of the results of public consultation for the proposed Naming of Roads, Open Spaces and Council Facilities Policy held from 1- 30 November 2021.

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

2. That the Hearings and Engagement Committee:
  - a) receives the report;
  - b) hears and considers verbal submissions on the proposed Naming of Roads, Open Spaces and Council Facilities Policy presented to the Committee at the hearing on 16 February 2022; and
  - c) notes that the proposed Naming of Roads, Open Spaces and Council Facilities Policy will be deliberated at the Community Committee meeting on 3 March 2022.

## Executive Summary - *Whakaraapopototanga matua*

3. The Naming of Roads, Open Spaces and Council Facilities Policy has been reviewed and a proposed policy was provided for public feedback between 1 - 30 November 2021.
4. Responses to consultation were received from 239 submitters, including 230 submissions to the Have Your Say survey, three hardcopy submissions, and six emails. Of the submissions received, 235 responses were from individuals, and four were from organisations.
5. Of the individuals that responded to the survey, 54% indicated their preference to keep the policy as it is currently, 43% supported making changes, and 3% were undecided.
6. Staff consider the matters in this report have a medium significance and that the recommendations comply with Council's legal requirements.
7. The Naming of Roads, Open Spaces and Council Facilities Policy (the Policy) has been reviewed as part of the three-yearly review cycle, funded through the Long-Term Plan.

8. The purpose of the Policy is to provide a process for naming and renaming roads (public and private), open spaces and Council facilities in Hamilton.
9. The Policy was first adopted in May 2012 and last reviewed in 2016. The current review commenced in September 2019.
10. Elected Members have been consulted during the development of the Policy at a briefing on 6 May 2019, via a Sharepoint process in November/December 2020, and at briefing on 4 August 2020.
11. Te Haa o te whenua o Kirikiriroa, Waikato-Tainui, the Property Council and Hamilton property developers were provided with opportunities to input into the development of the proposed Policy.
12. On 12 October 2021 the Community Committee considered proposed amendments to the Policy and approved the amended Policy for public consultation between 1- 30 November 2021. The proposed Policy can be viewed in **Attachment 2** (annotated) and **Attachment 3** (clean).

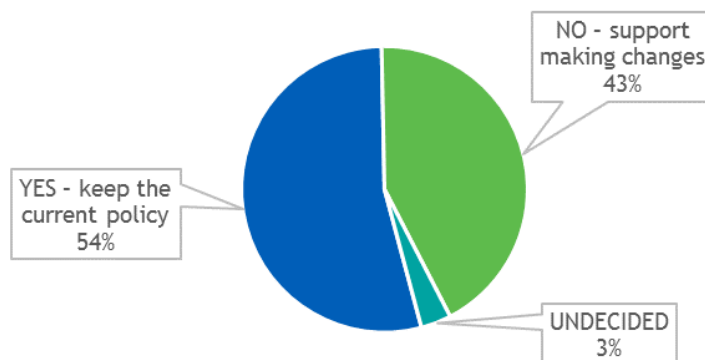
### Discussion - *Matapaki*

13. Public consultation occurred between 1 - 30 November 2021.
14. The key elements of the proposed changes communicated to the public were summarised as follows:
  - i. **Change A:** Ensuring names are decided on consistently and are in accordance with He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021.
  - ii. **Change B:** Developers will be expected to consult with mana whenua much earlier, who must respond within 12 calendar weeks and provide a register of names that can be used for the roads, spaces and facilities within the area consulted on.
  - iii. **Change C:** Developers can process up to three names on a new road application form, and at least one must be from the register of names that mana whenua provides.
15. Responses were received from 239 submitters, including 230 submissions to the Have Your Say survey, three hardcopy submissions, and six emails. Of the submissions received, 235 responses were from individuals, and four were from organisations.
16. Submissions can be viewed [online](#) from 31 January 2022.
17. Full analysis of submissions can be seen in **Attachment 1**.

### Summary of responses from individuals

18. Of the 235 individual respondents, 197 made comments. Analysis of the responses and comments made by individual respondents indicated that 127 supported keeping the current policy (54%), 99 supported making changes to the policy (43%) and 9 were undecided or unclear in their support (3%).

## Do you support keeping the current policy with no changes?



### 19. Top themes by level of support:

The main themes from those that <b>did not support changes</b> to the policy were:	The main themes from those that <b>supported changes</b> to the policy were:
<ul style="list-style-type: none"> <li>The current policy does not need changing, as the status quo is fine (22 comments)</li> <li>The proportion of Te Reo Maaori in naming of roads, open spaces, and Council facilities should be proportional to the population of Maaori in New Zealand (20 comments)</li> <li>Existing names should not be changed (16 comments)</li> <li>The proposed changes to the policy may cause or increase a divide (16 comments)</li> <li>Concern about the pronunciation difficulties (16 comments)</li> </ul>	<ul style="list-style-type: none"> <li>This gives greater consideration and respect to mana whenua and the history of the land/area (44 comments)</li> <li>Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and Council facilities (27 comments)</li> <li>Changes to the policy respect and meet obligations under Te Tiriti o Waitangi (17 comments)</li> <li>The proposal seems good, fair, and indicative of progressive change (16 comments)</li> </ul>

### 20. Top themes by proposed change:

<b>Change A:</b> Ensuring names are decided on consistently and are in accordance with He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021.	<ul style="list-style-type: none"> <li>This gives greater consideration and respect to mana whenua and the history of the land/area (44 comments)</li> <li>Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and council facilities (30 comments)</li> <li>The proportion of Te Reo Maaori in naming of roads, open spaces, and council facilities should be proportional to the population of Maaori in New Zealand (23 comments)</li> </ul>
<b>Change B:</b> Developers will be expected to consult with mana whenua much earlier, who must respond within 12 calendar weeks and provide a register of names which can be used for the roads, spaces and facilities within the area consulted on.	<ul style="list-style-type: none"> <li>Twelve weeks would be too long which will impact the process (12 comments)</li> <li>The developers should work alongside Maaori partners to provide a meaningful name (12 comments)</li> <li>Developers should have the option to consult with mana whenua, not be made to (9 comments)</li> </ul>

<p><b>Change C:</b> Developers can process up to three names on a new road application form, and at least one must be from the register of names that mana whenua provides.</p>	<ul style="list-style-type: none"> <li>• The number of options developers and mana whenua provide should be equal (5 comments)</li> <li>• Mana whenua should get final say on the name, or have to approve the name (4 comments)</li> <li>• What is the point in the developer suggesting three names on their application when the Maaori name will always be chosen? (2 comments)</li> </ul>
---	--

### Feedback from organisations

21. Four organisations provided submissions:
  - i. Te Haa o te whenua o Kirikiriroa (THaWK)
  - ii. Te Whakakitenga o Waikato Incorporated (Waikato-Tainui)
  - iii. Ngati Wairere
  - iv. Community Waikato.
22. All four organisations generally supported the intent of the proposed changes, with some concerns raised. Organisational submitters also recommended amendments.
23. Key themes are summarised below:
  - i. *Cultural protocols* (Waikato-Tainui, Ngati Wairere)
 

Cultural narratives are taonga that hold cultural narrative passed down through generations, taonga tuku iho. Within cultural protocol, the naming of spaces is created specific to the space, place and historical background. Having a pool of names insinuates that names can be ‘picked from a hat’, without any grounding to the unique historical narrative or whenua specific to each space and place.
  - ii. *Meaningful engagement* (Ngati Wairere, Waikato-Tainui and THaWK)
 

Three submitters discussed meaningful engagement – that engagement should not just be for the sake of a name but be a tikanga-based approach of naming roads that fosters an understanding of the full development occurring and how mana whenua aspirations can be identified within the development, i.e., meaningful names are drawn from meaningful engagement.
  - iii. *Support for a longer period of engagement* (all organisational submitters)
 

All four organisations supported the longer consultation period in the proposed policy.
  - iv. *Influence* (Waikato-Tainui)
 

The submitter raised a concern that it was unclear as to how much influence Mana Whenua would have on the name and the aspiration of the development, and how Mana Whenua influence would be weighted in Council decisions.
24. Key recommendations:
  - i. Waikato-Tainui recommended a working group be established including subject experts from Mana Whenua to create a Naming Framework to determine the parameters of narratives provided for names of roads, open spaces and Council facilities. They propose including a decision matrix as to how names are provided (type of development, length of development, geographical location, reciprocal relationship with developer, etc). Although not creating a pool of ‘ready-made’ names, the framework would allow for a holistic approach to naming across the city boundary and consider any future proof of the city boundary and 10- or 20-year developments.

- ii. Waikato-Tainui recommended Mana Whenua representation / voting rights on the committee or sub-committee that make final naming decisions.
- iii. Ngati Wairere recommended the policy include new provisions to ensure new arterial roads are named after significant ancestors, and that consultation should be undertaken on marae.

#### **Feedback from Social Media**

- 25. Facebook and LinkedIn social media accounts were assessed for feedback to the proposals.
- 26. There were 576 social media comments. The top themes were:
  - i. This gives greater consideration and respect to mana whenua and the history of the land/area.
  - ii. Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and Council facilities.
  - iii. What about other ethnicities, how will they be represented in the naming of roads, open spaces and Council facilities?
- 27. These themes were largely similar to those expressed in the Have Your Say survey results.

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

- 28. The policy review is a regular operating activity funded through the Long Term Plan.
- 29. Amendments to the proposed policy do not place additional costs on Council in the event of a request to name or rename a road, open space or Council facility.
- 30. For a request to rename a road, the policy places the costs of renaming the road, including consultation with affected parties, on the applicant.

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

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

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

##### **Social**

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

##### **Economic**

- 33. No economic considerations have been identified.

##### **Environmental**

- 34. No environmental considerations have been identified.

##### **Cultural**

- 35. The proposed policy recognises the special relationship that Iwi and Mana Whenua have to Hamilton Kirikiriroa and provides new opportunities for this relationship to be publicly acknowledged.
- 36. The proposed amendments to the policy demonstrate Council's commitment to cultural wellbeing by ensuring decisions of cultural significance are considered in a careful and measured way.

37. The amendments also provide an opportunity to demonstrate commitment to the recently adopted He Pou Manawa Ora: Pillars of Wellbeing Strategy.
38. The pou (pillar) manawa korero, in He Pou Manawa Ora, includes an outcome of 'Te reo Maaori is seen, heard and celebrated throughout the city' and the monitoring measure of the "percentage of new streets that have te reo Maaori names".
39. The proposals provide new opportunities for Council to measurably improve outcomes in this area.

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

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

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

#### **Significance**

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

#### **Engagement**

42. Stakeholder views and preferences are already known to the Council through:
  - i. meetings and communication with Waikato-Tainui, THaWK and property developers;
  - ii. public consultation between 1 – 30 November 2021; and
  - iii. verbal submissions at the Hearings and Engagement Committee on 16 February 2022.

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

Attachment 1 - Naming of Roads Policy - Submission insights report December 2021

Attachment 2 - Naming of Roads Open Spaces and Council Facilities Policy (annotated version)

Attachment 3 - Naming of Roads Open Spaces and Council Facilities Policy (clean version for Community Committee)



## NAMING OF ROADS POLICY REVIEW: SUBMISSION INSIGHTS REPORT

Report prepared by:  
Tegan Andrews, Insight Analyst  
Aimee Burness, Communication and Engagement Advisor  
December 2021.

Report reviewed by:  
Julie Clausen, Unit Manager, Strategy and Corporate Planning  
December 2021.

## EXECUTIVE SUMMARY

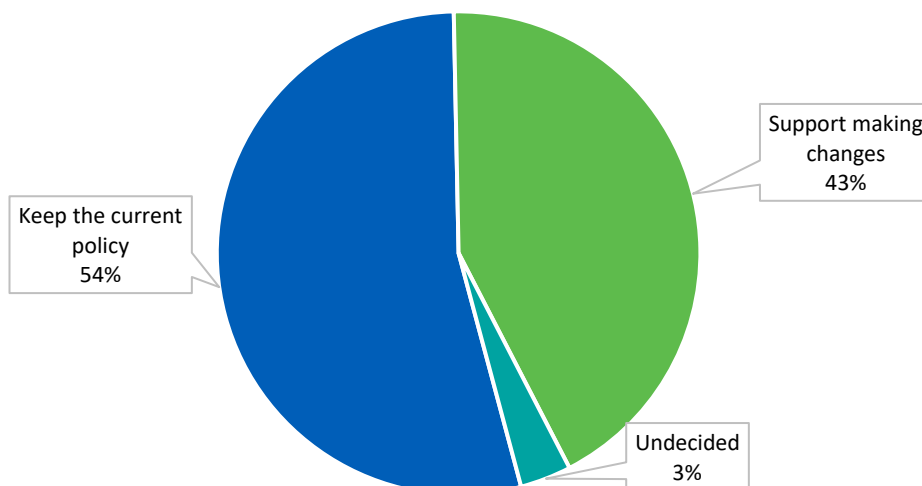
The consultation was designed to give the community an opportunity to provide feedback on proposed changes to the Naming of Roads, Open Spaces and Council Facilities Policy. The consultation took place between Monday 1 November and Tuesday 30 November 2021.

The proposed changes to the policy were to ensure it reflects Council's vision for the cultural wellbeing of Hamilton and would give mana whenua - such as local iwi and hapuu - more time to consider and influence the names of new roads. The key elements of proposed changes to the policy are:

- Change A: Ensuring names are decided on consistently and are in accordance with the He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021.
- Change B: Developers will be expected to consult with mana whenua much earlier, who must respond within 12 calendar weeks and provide a register of names which can be used for the roads, spaces and facilities within the area consulted on.
- Change C: Developers can process up to three names on a new road application form, and at least one must be from the register of names that mana whenua provides.

We received 239 responses to the consultation, consisting of 230 submissions to the Have Your Say survey, three hardcopies, and six emails. 235 responses were from individuals, and four were from organisations. We also received 576 comments (including replies) to social media posts. We completed thematic analysis of verbatim responses from both Have Your Say survey submissions and social media posts and the top themes have been noted below. The responses are not statistically representative of the cultural diversity of Hamilton's population.

Do you support keeping the current policy?



## SUBMISSIONS INSIGHTS

The Naming of Roads Policy review campaign opened on Monday 1 November and closed on Tuesday 30 November 2021. The survey was designed to give the community an opportunity to provide feedback on proposed changes to the Naming of Roads, Open Spaces and Council Facilities Policy.

Respondents were asked if they support keeping the current policy with no changes, or support making changes to the policy. Respondents were asked to comment on the reason for their choice. Those that supported making changes, or were undecided, were then asked if they supported all changes. If they answered no, they were then asked about each individual change.

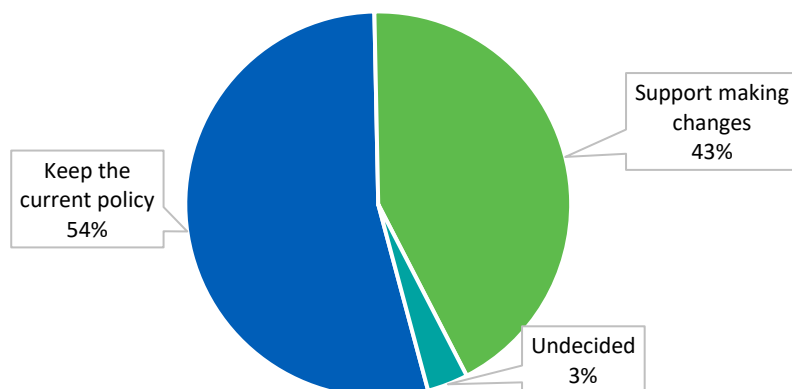
We received 239 responses to the consultation, consisting of 230 submissions to the Have Your Say survey, three hardcopies, and six emails. 235 responses were from individuals, and four were from organisations. Comments from those that supported keeping the current policy with no changes, or supported making changes, were analysed and the key insights are outlined below.

It should be noted the survey was an opt-in survey, it may not accurately reflect the wider populations views on the proposal.

### FEEDBACK FROM INDIVIDUALS

Of the individuals that responded to the survey, 126 respondents of 235 respondents (54%) indicated their preference to keep the policy as it is currently, 100 respondents of 235 respondents (43%) supported making changes, and 8 respondents (3%) were undecided, and one respondent did not answer.

Do you support keeping the current policy?



Of the 235 individual respondents, 197 made comments. Analysis of the responses and comments made by individual respondents, indicated that 127 supported keeping the current policy (54%), 99 supported making changes to the policy (42%) and 9 were undecided or unclear in their support (3%).

**Of the 127 individuals who supported keeping the current policy (54% of total respondents), 108 (85%) made comments.**

The top themes from those that supported the policy as it is currently were:

- The current policy does not need changing, as the status quo is fine (22 comments)
- The proportion of Te Reo Maaori in naming of roads, open spaces, and Council facilities should be proportional to the population of Maaori in New Zealand (20 comments)
- Existing names should not be changed (16 comments)
- The proposed changes to the policy may cause or increase a divide (16 comments)
- Concern about the pronunciation difficulties (16 comments)

**Of the 99 individuals who supported making changes to the policy (42% of total respondents), 80 (81%) made comments. Of the 99 that supported all changes, 79 of the agreed with all changes. This represents 34% of total respondents.**

The top themes from those that supported making changes to the current policy were:

- This gives greater consideration and respect to mana whenua and the history of the land/area (44 comments)
- Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and Council facilities (27 comments)
- Changes to the policy respect and meet obligations under Te Tiriti o Waitangi (17 comments)
- The proposal seems good, fair, and indicative of progressive change (16 comments)

The top themes across all questions regarding Change A (Ensuring names are decided on consistently and are in accordance with He Pou Manawa Ora: Pillars of Wellbeing strategy adopted by Council in 2021) were:

- This gives greater consideration and respect to mana whenua and the history of the land/area (44 comments)
- Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and council facilities (30 comments)
- The proportion of Te Reo Maaori in naming of roads, open spaces, and council facilities should be proportional to the population of Maaori in New Zealand (23 comments)

The top themes across all questions regarding Change B (Developers will be expected to consult with mana whenua much earlier, who must respond within 12 calendar weeks and provide a register of names which can be used for the roads, spaces and facilities within the area consulted on) were:

- Twelve weeks would be too long which will impact the process (12 comments)
- The developers should work alongside Maaori partners to provide a meaningful name (12 comments)
- Developers should have the option to consult with mana whenua, not be made to (9 comments)

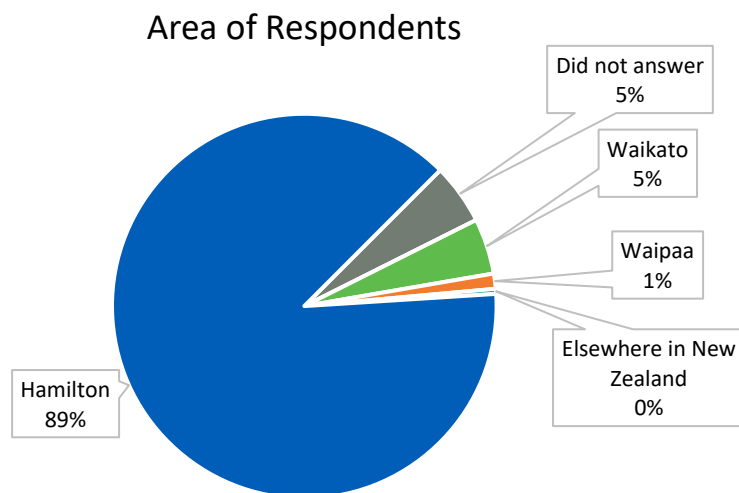
The top themes across all questions regarding Change C (Developers can process up to three names on a new road application form, and at least one must be from the register of names that mana whenua provides) were:

- The number of options developers and mana whenua provide should be equal (5 comments)
- Mana whenua should get final say on the name, or have to approve the name (4 comments)
- What is the point in the developer suggesting three names on their application when the Maaori name will always be chosen? (2 comments)

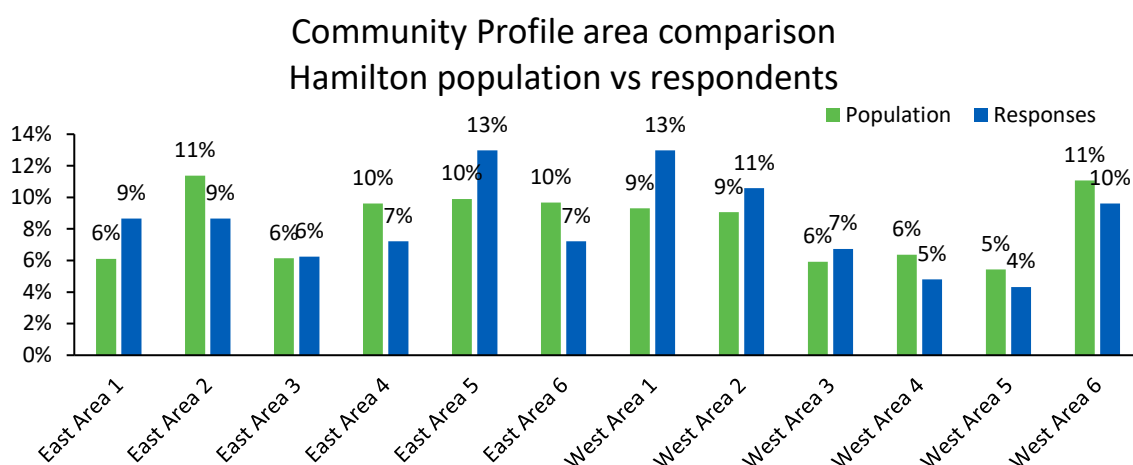
## DEMOGRAPHIC COMPARISON OF RESPONSES FROM INDIVIDUALS

### RESPONDENTS VS HAMILTON CITY PROFILE\*-LOCATION

Of the respondents, 89% were from Hamilton, 5% were from Waikato, and 1% were from Waipaa. There was one respondent from elsewhere in New Zealand and 5% did not answer where they were from.



We had a good representation from East Area 5, West Area 1, 2, and 3. We had low representation from East Areas 2, 4 and 6.



\*Hamilton city profile statistics are from the 2018 Census published by Stats NZ.  
See table below for a list of suburbs in these community profile areas.

Community Profile Area	List of suburbs
East Area 1	Flagstaff
East Area 2	Callum Brae, Huntington, Rototuna, Rototuna North
East Area 3	Chartwell, Chedworth, Harrowfield, Queenwood
East Area 4	Enderley, Fairfield, Fairview Downs
East Area 5	Claudlands, Hamilton East, Peachgrove
East Area 6	Hillcrest, Ruakura, Riverlea, Silverdale
West Area 1	Avalon, Beerescourt, Forest Lake, Northgate, Pukete, St Andrews, Te Rapa

## Attachment 1

West Area 2	Crawshaw, Grandview Heights, Nawton, Rotokauri, Western Heights
-------------	---

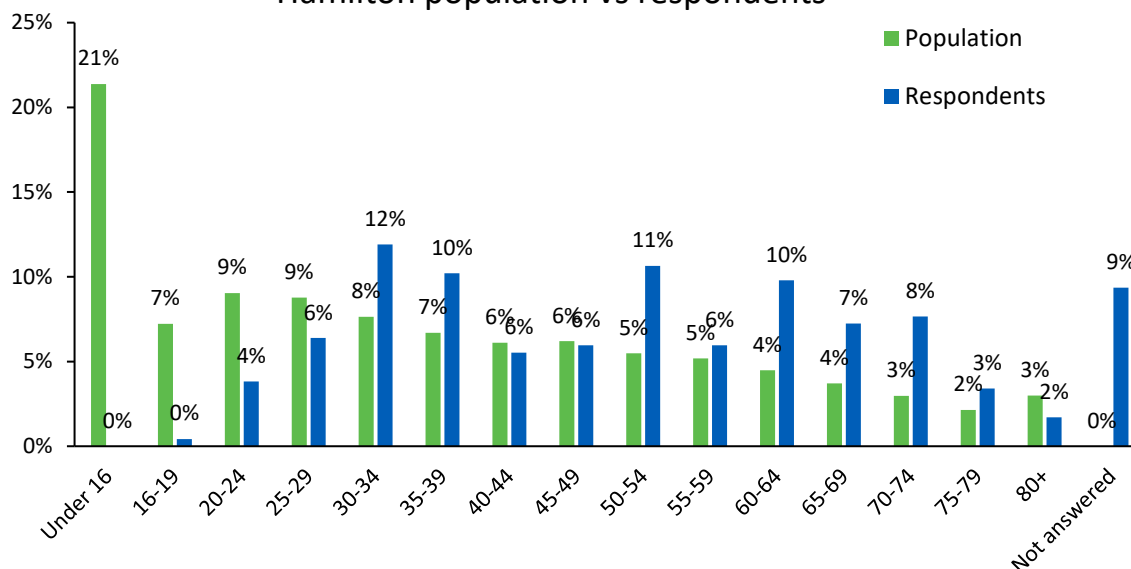
## Item 6

West Area 3	Aberdeen, Dinsdale, Temple view
West Area 4	Frankton, Maeroa, Swarbrick
West Area 5	Hamilton Central, Hamilton Lake, Hospital, Whitiora
West Area 6	Bader, Deanwell, Fitzroy, Glenview, Melville, Peacocke

### RESPONDENTS VS HAMILTON CITY PROFILE\*-AGE GROUP

We had a low representation from those under 30 years of age. We had a high representation from those between 30-39, 50-54, 60-79 years of age.

### Age group comparison Hamilton population vs respondents

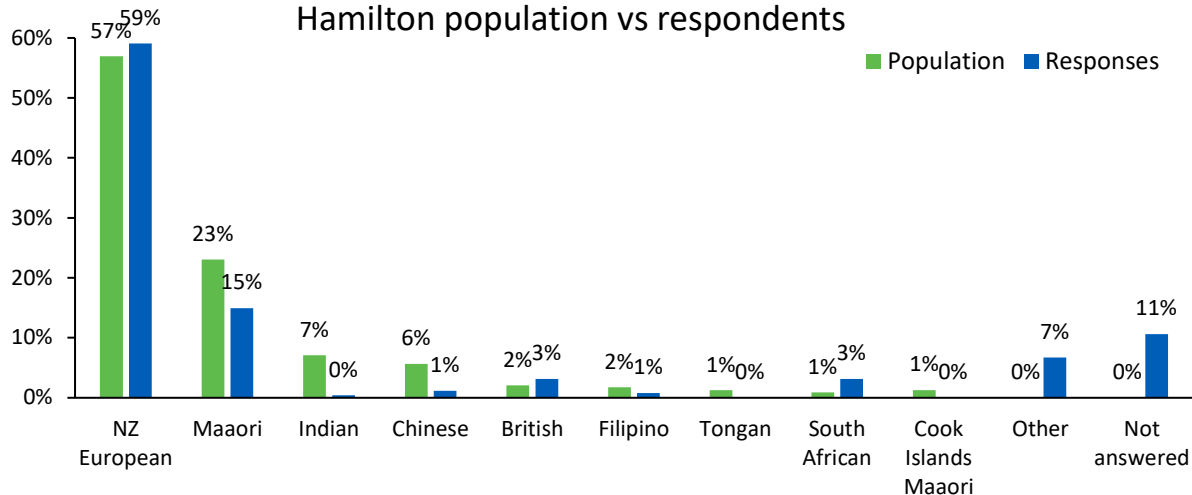


\*Hamilton city profile statistics are from the 2018 Census published by Stats NZ.

### RESPONDENTS VS HAMILTON CITY PROFILE\*-ETHNIC GROUP

We had proportional representation from NZ European, but low representation from Maaori, Indian and Chinese. Therefore, the responses are not statistically representative the cultural diversity of Hamilton's population.

### Ethnicity comparison Hamilton population vs respondents



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

### FEEDBACK FROM SOCIAL MEDIA

There were 576 social media comments and replies to comments. From the relevant topics, the top themes were:

- This gives greater consideration and respect to mana whenua and the history of the land/area.

- Support for cultural diversity and inclusion of Te Reo in naming of roads, open spaces, and Council facilities.
- What about other ethnicities, how will they be represented in the naming of roads, open spaces and Council facilities?

These themes were largely similar to those expressed in the Have Your Say survey results.

### FEEDBACK FROM ORGANISATIONS

Four organisations provided submissions:

- Te Whakakitenga o Waikato Incorporated (Waikato-Tainui).
- Ngaati Wairere.
- Te Haa o te whenua o Kirikiriroa (THaWK).
- Community Waikato.

A summary of what people said through emails is shown in the below table:

Organisation	Summary of comments
Waikato-Tainui	<p>Change A: While having a consistent approach underpinning how roads, open spaces and facilities are named has good intention, Waikato-Tainui expresses concern that the names may not be specific to the space, place and historical background. Having a pool of names insinuates that the names can be chosen at random, without being grounded to the history or whenua specific to the space or place. They recommend that a working group is established with subject experts from mana whenua to create a framework and decision matrix for how names are provided. This would provide guidance for naming across the city. Further recommendations that the working group and framework include a cultural review as to the appropriateness of existing names being included in the policy. They wish to acknowledge that names should be meaningful. Developers and mana whenua should work together to determine the future aspirations of the development or place and its relevance or significance to the community it will serve and how this can be reflected from the name.</p> <p>Change B: The increased time to engage with mana whenua is welcomed but disagree with the wording as it does not represent the partnership approach. Suggested change from 'mana whenua must response within 12 calendar weeks' to 'developers are required to provide 12 calendar weeks for mana whenua to engage.' Further comments are made regarding the need for ongoing engagement early, and throughout the development process using the preferred engagement of relevant mana whenua, and clarity is sought on how a name is to be decided in partnership with mana whenua.</p> <p>Change C: Proposed changes to the policy do not adequately consider cultural protocols when a name is gifted to a development, site or building. Names provided by mana whenua are taonga, hold cultural narrative which are passed through generations, meaning when a name is given by mana whenua it is expected that it be the only name, and the one used. Therefore, the names provided are a gift and not merely a suggestion.</p> <p>Summary: Council should consider the feedback provided around the decision-making processes, to ensure He Pou Manawa Ora can be applied and not just aspirational. Council should address incorrect naming in the past, working with mana whenua to ensure incorrect names are recognised and corrected. Council should be aware of the resource required by mana whenua to support developments within Hamilton and acknowledge the</p>

	<p>expertise through providing support and resource those mana whenua groups who will aid in gifting names and providing the historical and cultural narrative. Lastly, Waikato-Tainui expect that the Council engages directly to co-design the naming frameworks, decision-matrix, and resourcing mana whenua and to consider how they deliver mana-enhancing outcomes for all people in the future. Waikato-Tainui is expecting feedback in response to their submission.</p>
Ngaati Wairere	<p>Ngaati Wairere are supportive of changes to the Naming of Roads, Open Spaces and Council Facilities policy however recommends some changes are made. They acknowledge that Hamilton City Council has demonstrated a willingness to correct Maaori names of key landmarks through meaningful engagement and consultation with mana whenua. Suggestions include to continue to revive names for geographical features names such as creeks, swamps, ridges, hills, and wetlands. Ngaati Wairere is happy to provide guidance on this.</p> <p>Ngaati Wairere do not support naming streets and roads after Tainui ancestors that have not lived in Kirikiriroa, or who are not from Waikato Tainui or from Ngaati Wairere. Names need to be of meaningful connection to Ngaati Wairere, Waikato-Tainui and local ancestors, relevant to the history and cultural context of Kirikiriroa. They do not support the use of non-descript or transliterations, or contemporary Maaori names that have little or no connect to the land or history.</p> <p>Ngaati Wairere seek a tikanga based approach of naming roads that links whakapapa and roads so there is a connection between new and existing arterial roads (e.g. how the streets of Turangi are linked to a direct and closely related ancestor).</p> <p>Lastly, Ngaati Wairere preserve the right to its history and the narrative including whakapapa to safeguard their mana to be consulted with as mana whenua. They prefer consultation takes place as their two marae, Hukanui and Tauhei so the developer and Council can engage with direct descendants of ancestors who lost their lands after 1864.</p>
THaWK	<p>Naming of roads, open spaces and facilities should have meaningful connection to the mana whenua and land, connection with its history and significance. This includes reclaiming and or restoring historical Maaori names for sites, places and spaces. Narratives should be shared.</p>
Community Waikato	<p>Change A: Overall this new policy is a good policy. It's a small but significant area of work of Kirikiriroa remembering pre-European occupation of this land and another positive step that builds on Council's decision to have a Maaori ward. He Pou Manawa Ora recognises that developers in New Zealand profit from the development of land taken from tangata whenua. This allows Maaori to tell the narrative and connection with a place or space.</p> <p>Change B: Support the increase in time to respond. It means developers should consult with tangata whenua, mana whenua early rather than being an afterthought. We would expect that Maaori will be appropriately resourced to participate in the process.</p> <p>Change C: While most developers will be supportive of applying Maaori names some will not. We suggest that Council monitors the number of developers that choose the Maaori name suggestions and those that do not.</p>

Item 6

Attachment 1

# ENGAGEMENT TACTICS

## Attachment 1

### GOAL

To get informed feedback from the community and key stakeholder group on the proposed policy.

### OBJECTIVES

1. General public have an opportunity to provide feedback on the proposed policy.
2. A diverse range of Hamiltonians provide formal feedback and take part in the consultation process.
3. Through feedback and engagement, the community shows a good understanding of the proposed review and the rationale for the changes.
4. People who are most affected by the proposed changes, such as mana whenua and developers, are aware of the proposals and have opportunity to provide feedback

### ENGAGEMENT OUTCOME

A fair representation of residents and key stakeholders/groups feel motivated and sufficiently informed to take part in the engagement process and provide formal feedback.

### ENGAGEMENT CAMPAIGN REVIEW

The campaign opened on Monday 1 November and closed on Tuesday 30 November 2021. The campaign was promoted via social media (posts and paid advertisements), proactive media statements, emails to key stakeholders (including developers) and newspaper print advertisements. All campaign activities directed people to the Have Your Say online portal to provide their feedback on the proposed changes. Due to COVID-19 related restrictions, digital channels were available to receive feedback and promoted for the entire campaign. When possible, printed materials and forms were made available at all Hamilton City Libraries. Because of Government restrictions, no workshops or information sessions were able to be held to gather feedback for this consultation.

## Item 6

## ENGAGEMENT RESULTS

We used a combination of communication and engagement tactics for this campaign. The following tactics were used:

- Statement of Proposal document (online and printed).
- Submission form (Have your Say page, printed forms in Hamilton City Libraries and email).
- Newspaper print ads (Waikato Times and Hamilton Press).
- Digital advertising (Neighbourly, Facebook and Instagram).
- Social media posts and content (Facebook, Instagram and LinkedIn).
- Our Hamilton Story and media release.
- Targeted and general emails.
- Internal Council staff channels (Moorena Mail, Velocity).

### STATEMENT OF PROPOSAL DOCUMENT

A comprehensive document was developed and published as part of the consultation to cover the proposed changes and supporting information for the policy review. This was made available online and then later printed for Libraries to display and make available for the public when COVID-19 restrictions allowed.

### SUBMISSION FORM (ONLINE HAVE YOUR SAY & PAPER COPY)

We received 239 responses to the consultation, including 230 to the Have Your Say survey, three hardcopies, and six emails. The Have Your Say page had 8,211 views during the campaign. Facebook was the main visitor source followed by Direct to Site and then Our Hamilton (news story). The average time spent on the page was 1:26 minutes.

### NEWSPAPER PRINT ADVERTISING

Four newspaper print advertisements were booked for the campaign period – one in Waikato Times (paid paper) and three in Hamilton Press (free community newspaper). These advertisements were simple in design and directed readers to the Have Your Say platform to learn more and make a submission.

### PAID DIGITAL ADVERTISING

We ran paid digital advertisements across Facebook, Instagram and Neighbourly (Stuff). Our Facebook advertisements were the most successful channel, running for three weeks during the campaign and generating 3,980 clicks to the Have Your Say page. The Neighbourly boosted post ran for one week, reaching 1,328 users and generating 102 clicks to the Have Your Say platform.

### SOCIAL MEDIA

Our approach on social media was to promote the changes with a call to action and also use the opportunity to educate Hamiltonians about some of our unique street names in the city. We reached more than 27,000 people across our Council social media posts and paid advertising campaigns. Our Facebook posts (nine) generated 216 reactions, 576 comments and 36 shares. Our most popular Facebook post marked the opening of the consultation period. We posted on Council's LinkedIn page (three times) and also ran an Instagram story with the Have Your Say link and a short quiz.

### OUR HAMILTON & MEDIA ENGAGEMENT

We launched our communication campaign with a media release and Our Hamilton story covering the policy review, proposed changes and call to all Hamiltonians to share their feedback with Council. The Our Hamilton story had 417 views during the campaign period. During October 2021, before the public engagement period started 1 November 2021, the proposed changes to the policy and opportunity for feedback was covered in local print media - [Waikato Herald](#) and [Waikato Times](#) and online by Auckland urban Māori Radio station, [Radio Waatea](#). During the campaign period the consultation was only covered, in brief, by [Waikato Herald](#).

## EMAILS

A personalised email campaign was deployed to 27 identified mana whenua and developers with a 40.7% open rate and 3.7% click rate. A short list of 29 property developers were sent a general email message with a 69.2% open rate and 19.2% click rate. In addition, 583 contacts on Council's consultation notification email list were advised of the policy review consultation opening which had a 40.9% open rate and click rate 11.5%.

## COMMUNICATION TACTIC SAMPLES

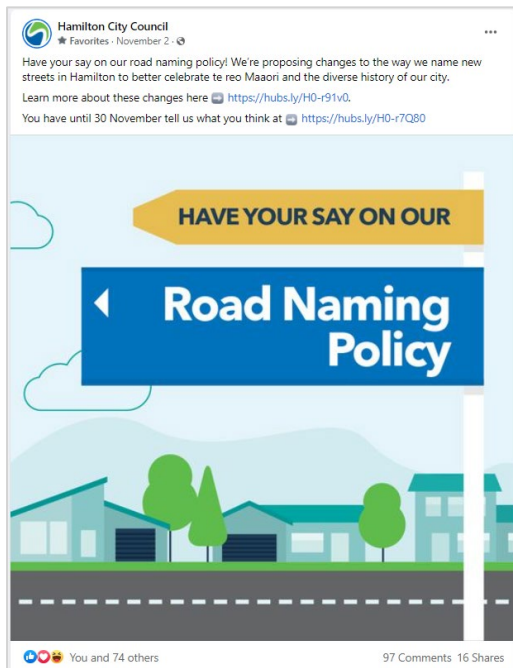
### STATEMENT OF PROPOSAL



### NEWSPAPER PRINT ADVERTISING



### TOP FACEBOOK POSTS



## PAID ADVERTISING SAMPLE – FACEBOOK

Hamilton City Council  
★ Favorites · November 8 · 🌐

Did you know that Council decides the final name of new roads in Hamilton? Take a look at the changes we're proposing and let us know what you think by 30 November.



HAVEYOURSAY.HAMILTON.GOV.T.NZ  
Naming of Roads Policy Review - Hamilton City Council - Citizen Space [Learn more](#)

## PAID ADVERTISING SAMPLE – NEIGHBOURLY

Sponsored Post


**Have your say!** 🌐 Public 📅  
Hamilton City Council

Scheduled for November 19th, 1:00am

We're proposing changes to the way we name new streets in Hamilton to better celebrate te reo Maaori and the diverse history of our city.

Learn more about these changes and [tell us what you think](#) by 30 November.

[Find out more](#)



Shared with 32 Other Neighbourhoods in Noticeboard

## FACEBOOK STORY


**HAVE YOUR SAY ON OUR**

**◀ Road Naming Policy**

Did you know 10% of our roads have te reo Maaori names?

We're proposing changes to the road naming policy to better celebrate te reo Maaori and our diverse history in our city.

Take a look at the changes and let us know what you think!



## INSTAGRAM STORY

hamilton\_city\_nz · 15h

**HAVE YOUR SAY ON OUR**

**◀ Road Naming Policy**

***The proposed policy is aligned with the strategy goal that te reo Maaori is seen, heard and celebrated throughout the city.***

***Click the link below to take a look at the changes we are proposing and have your say by 30 November***

[HAVEYOURSAY.HAMILTON.GOV.T.NZ](#)



Send message

Item 6

Attachment 1

## WHAT'S NEXT

Feedback will be presented to Council in early 2022, and if any changes are approved, we expect the updated Policy to be confirmed and implemented by mid-2022.

Attachment 1

Item 6

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

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

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

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

### Purpose and scope

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

### Definitions

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

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

## Principles

### 3. Council ensures:

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

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

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

## General Procedure

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

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

*[content moved from later section]*

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

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

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

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

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

Section 6 does not apply to private roads.

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

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

### Criteria for all road names

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

[criteria for all road names moved to Schedule 1]

## Naming or Renaming Public or Private Roads

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

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

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

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

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

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

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

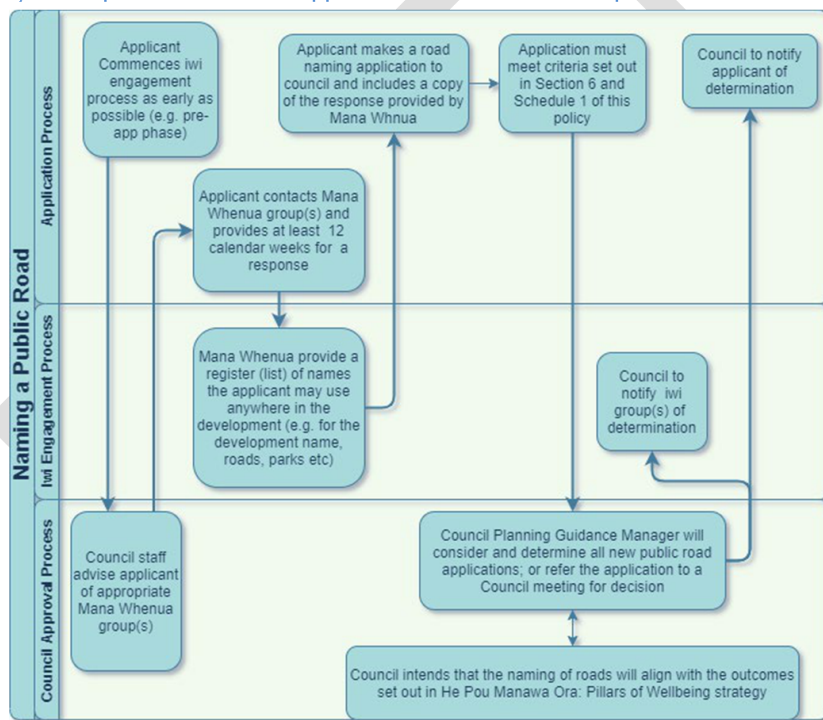
The applicant must make an application to the Planning Guidance Unit by completing the application form for Road and Open Space Naming/Renaming. [content moved to section 5 and amended]

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

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

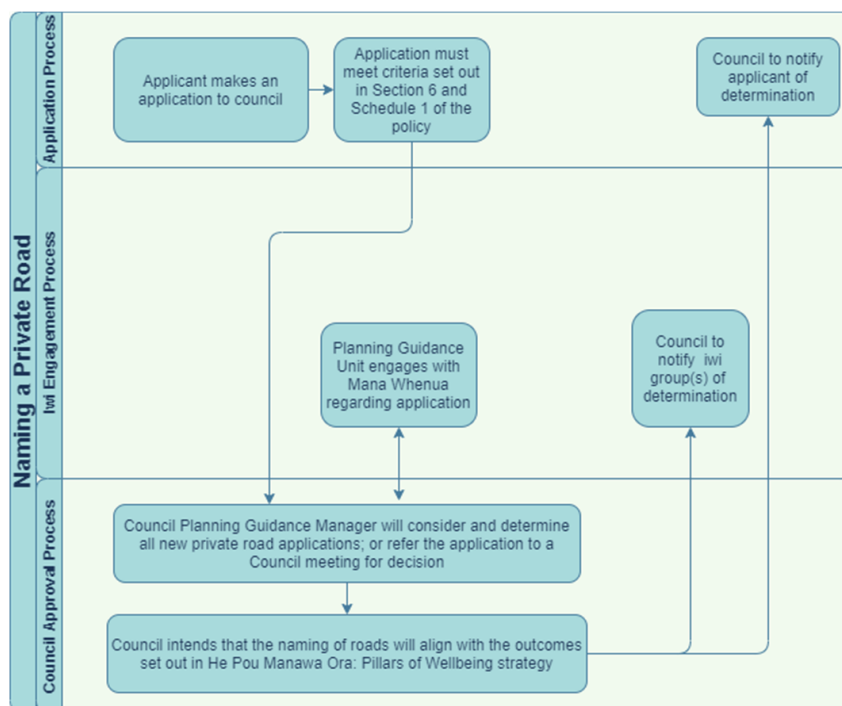
### Process for naming a new public road

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



### Process for naming a new private road

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



### Renaming a public or private road

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

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

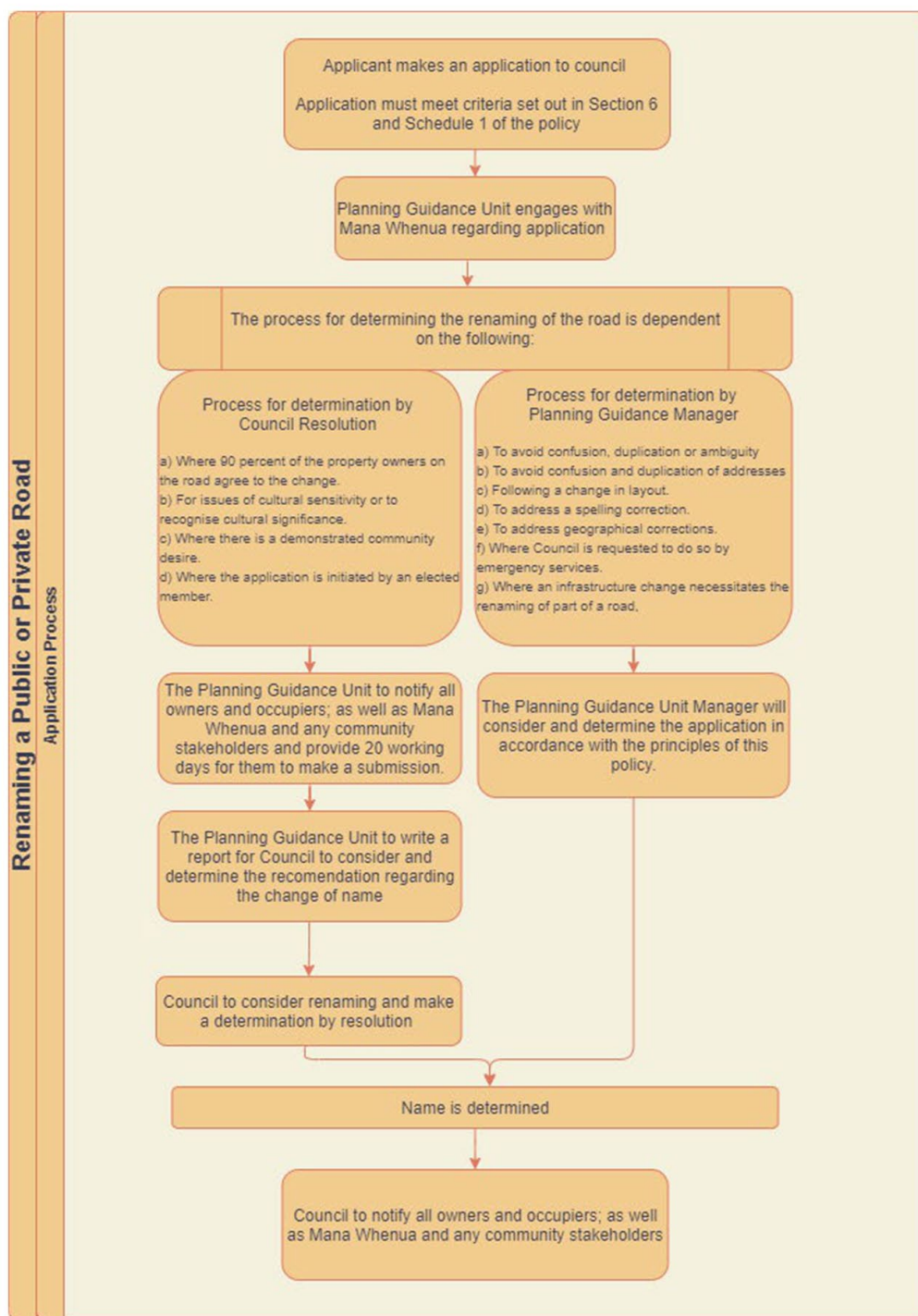
Approval by: Council Resolution	Approval by: Planning Guidance Manager
<b>Rationale</b>	<b>Rationale</b>
a) Where 90 percent of the property owners on the road <del>are in agreement</del> agree to the change. b) For issues of cultural sensitivity <del>or to recognise cultural significance</del> . c)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

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

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

#### Process for renaming public or private roads

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



## Open spaces

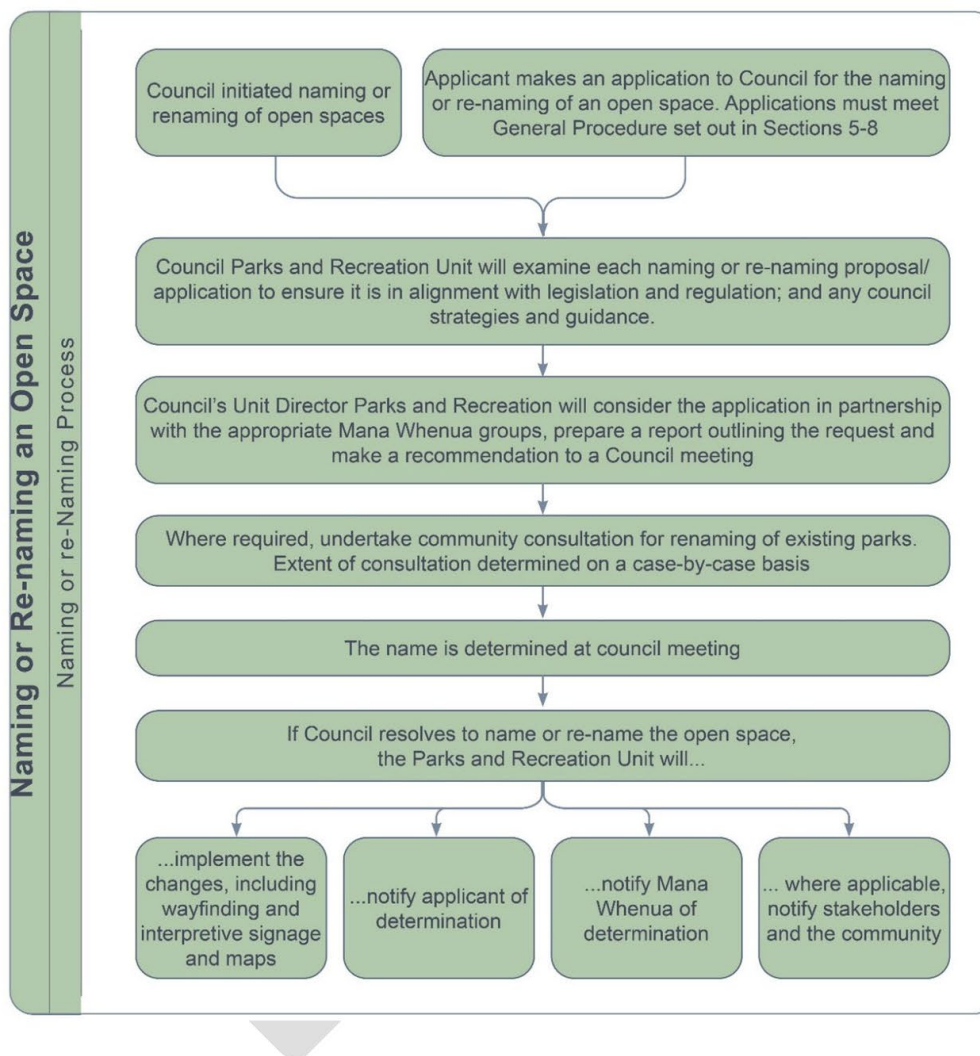
Applications for naming and renaming open spaces must be made to the Parks and Open Spaces Unit by completing the Application Form for Road and Open Space Naming/Renaming.

Page 7 of 12

24. The naming or renaming of any open space must align with the principles of this policy, follow the general procedure identified in sections 5-8; and meet the following requirements:
- Any naming or renaming of open spaces must consider the obligations set out in Part 6 of the Local Government Act 2002.
  - Reserves must be named or renamed by Council resolution and in accordance with the Reserves Act 1977.
  - Any naming or renaming of open spaces must be in alignment with the objectives of *He Pou Manawa Ora: Pillars of Wellbeing* strategy.
  - ~~Council's Parks and Open Spaces Manager will consider the application, prepare a report outlining the request and make a recommendation to a Council meeting.~~
  - If naming a new open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, prepare a report outlining the request and make a recommendation to a Council meeting.
  - If renaming an existing open space, Council's Unit Director Parks and Recreation will consider the application in partnership with the appropriate Mana Whenua groups, undertake wider consultation where required, undertake additional heritage reviews and will implement the changes, including the installation of interpretive signage.
  - Council may, at its discretion, implement a bi-lingual name for any Open Space
  - ~~If Council resolves to change the name, the Parks and Open Spaces Unit will implement the changes, to signage and maps.~~

### Process for renaming or renaming open spaces

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



### Council facilities

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

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

### Naming rights and sponsorship

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

### Monitoring and implementation

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

### References

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

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

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

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

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

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

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

## Footnotes:

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

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

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

### Purpose and scope

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

### Definitions

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

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

## Principles

- Council ensures:
  - that the city's history, local identity and local culture is recognised and maintained; and
  - that decisions contribute to the outcomes of *He Pou Manawa Ora*.
- Council shall provide a consistent approach to determining appropriate names for roads, open spaces and council facilities.

## General Procedure

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

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

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

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

Page 2 of 11

### Criteria for all road names

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

## Naming or Renaming Public or Private Roads

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

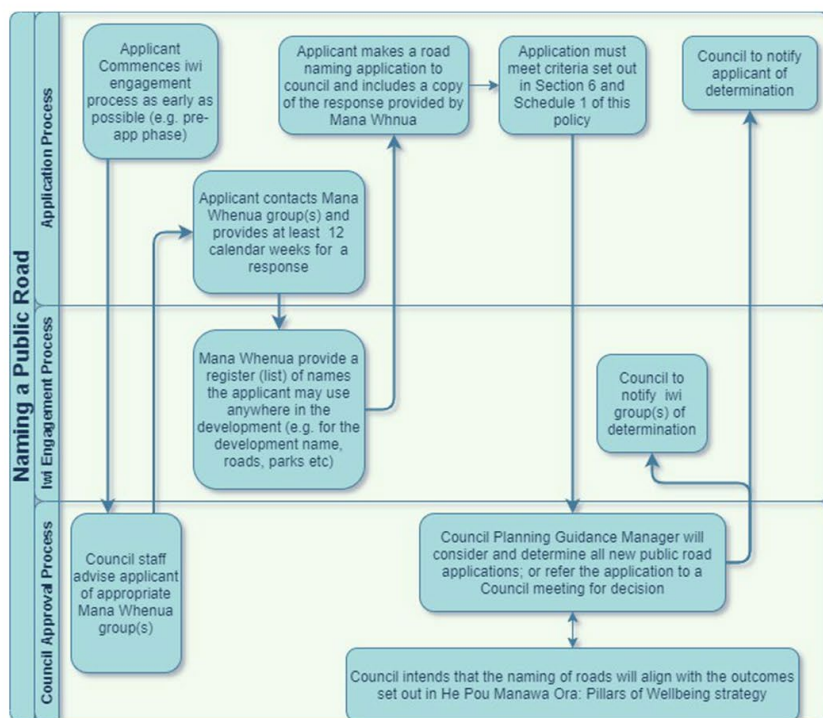
10. Prior to making an application to name or rename a public road, applicants must consult council staff, who will provide guidance as to the appropriate Mana Whenua group(s) in relation to the relevant area.
11. Applicants must provide an opportunity for each identified Mana Whenua group to:
  - identify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

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

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

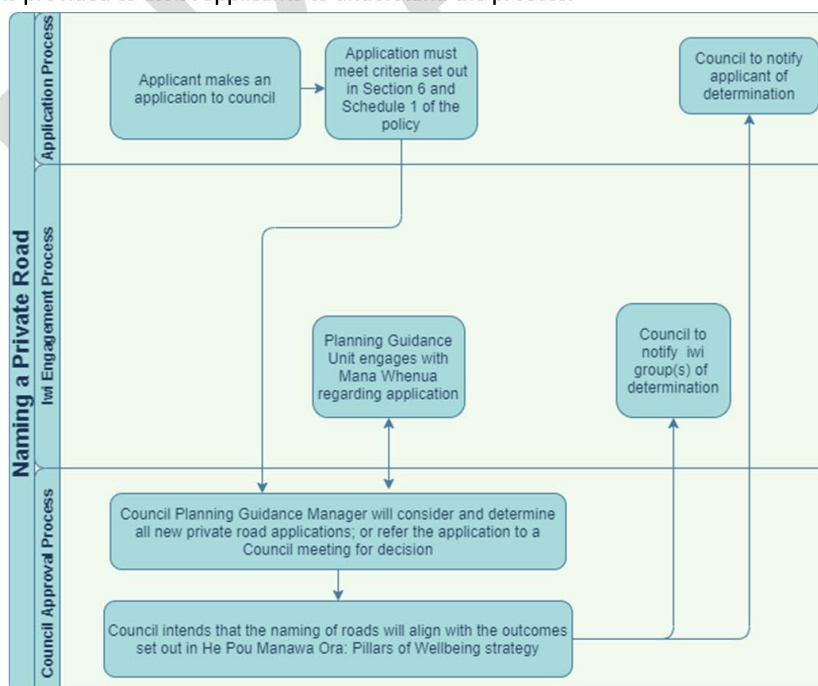
### Process for naming a new public road

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



#### Process for naming a new private road

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



### Renaming a public or private road

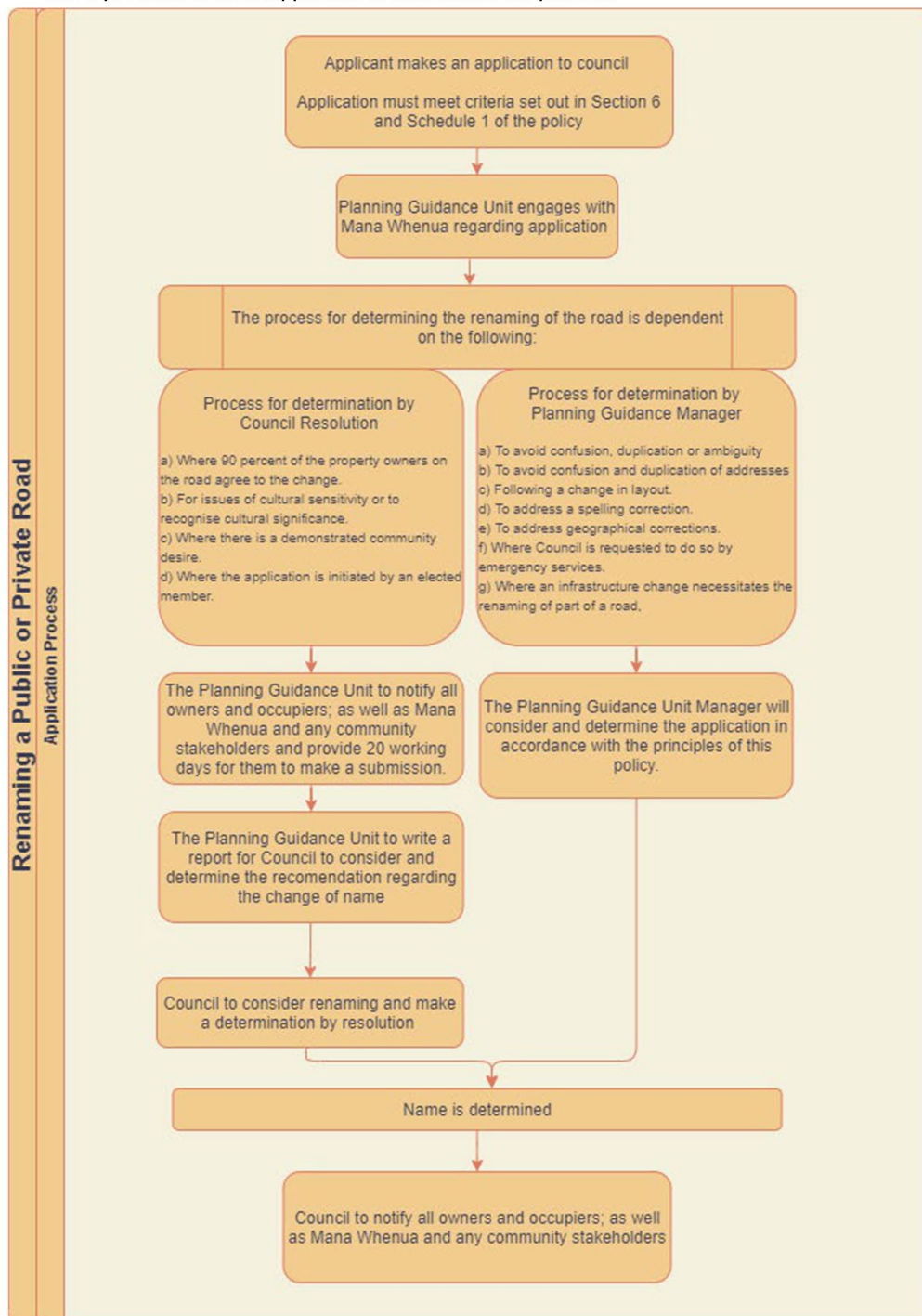
21. The approval process for renaming a road is set out in the table below.

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

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

### Process for renaming public or private roads

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



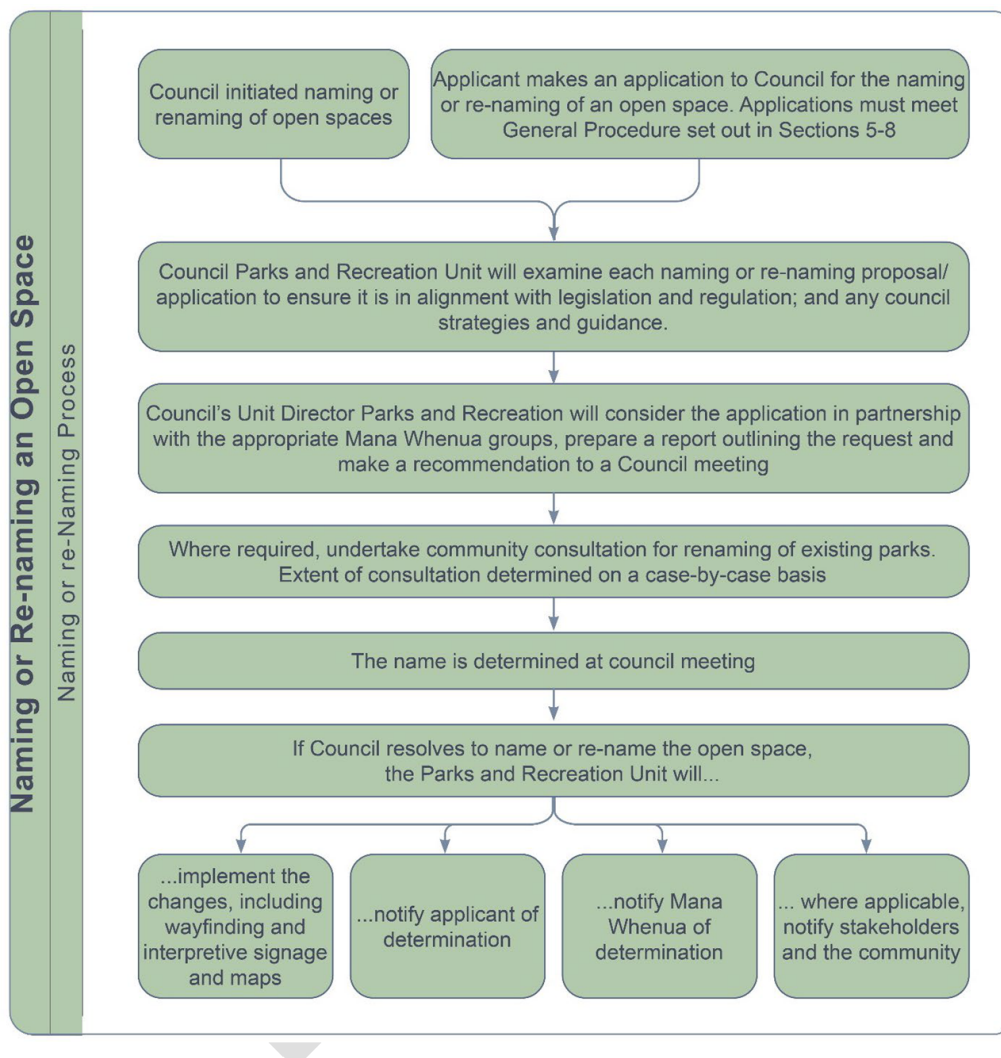
### Open spaces

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

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

### Process for naming or renaming open spaces

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



### Council facilities

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

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

### Naming rights and sponsorship

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

### Monitoring and implementation

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

### References

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

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

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

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

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

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

## Footnotes:

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